



Welcome to Pamela's Family Day Care Home



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My Family

Hello and welcome to our family home. My name is Pamela Williams. I live with my husband Shane and our children, Aisha 1 and Dean 14. Shane and I have been living in Manly West for a year now and it is a lovely, friendly neighborhood, with parks close to us to stroll around and a nearby waterfront.



The first photo is myself Pamela. The second photo is Aisha and my Husband Shane, taken at Aisha's first Birthday. And the third photo is Dean, Aisha, Shane and Paul, taken on Aisha's Christening, Paul doesn't live with us.

Philosophies

I come from a very close family and I believe that our children need a nurturing, healthy and loving environment for them to grow up to be happy and confident individuals.

I believe that each child is a unique person and his/her talents and gifts should be encouraged and supported. Children have a great capacity to learn and achieve their best results when they experience success.

My passion is to assist children to grow to be confident and socially competent members of the community who positively embrace the world and engage respectfully with the people in it.

My position as a Care Provider is to provide warm welcoming family environment where children feel special, are nurtured, comfortable and safe, and are treated as individuals.





A Day in My Care

I will try my best to facilitate children's learning in fun and exciting ways, through enriching experiences, creativity, exploration of the physical and natural environments, and social and community interactions.

We may attend playgroup once or twice a week. The children get the opportunity to socialize with other children and they get to do some really great things.

Drop Off

Welcoming children as they arrive. Wash hands and attend to toileting and nappy changing. Sunscreen and hat for outdoor play.

Morning Activities

We do indoor and outdoor activities. Activities may include play dough, block play, cubby house, sand pits or planting vegetables in our veggie patch.

Morning Tea

Wash hands and sit down to enjoy morning tea. Once children finish morning tea, it is music and movement time, singing, and dancing.

Lunch

Wash hands and have some lunch. For some ideas on a healthy lunch refer to page 5. Attend to toileting and nappy changing. Rest time or a quiet time with books and puzzles.

Afternoon Activities

Wash hands and have afternoon tea. Free time. The children can choose what they would like to do.

Home Time

Pack up, wash hands and get ready for home time.





Some Activities that we do at Pam's House



Playing with activity cars



Building Blocks



Sand Play



Drawing



Water Play/
Making Cubbies

And so much more...





Lunch Ideas

I follow the Bayside Family Day Care on Nutrition. A healthy balance food and drink in sufficient quantity should be provided on a daily basis unless prior arrangements have been made between parent and myself.



Your child will need to bring:

Labelled bottles so that your children can access their own water at any time during the day and enough formula and bottles.

A healthy lunch box, which should contain most of the 5 groups to help their bodies and brains grow and develop.

Some ideas may be:

Pack 1

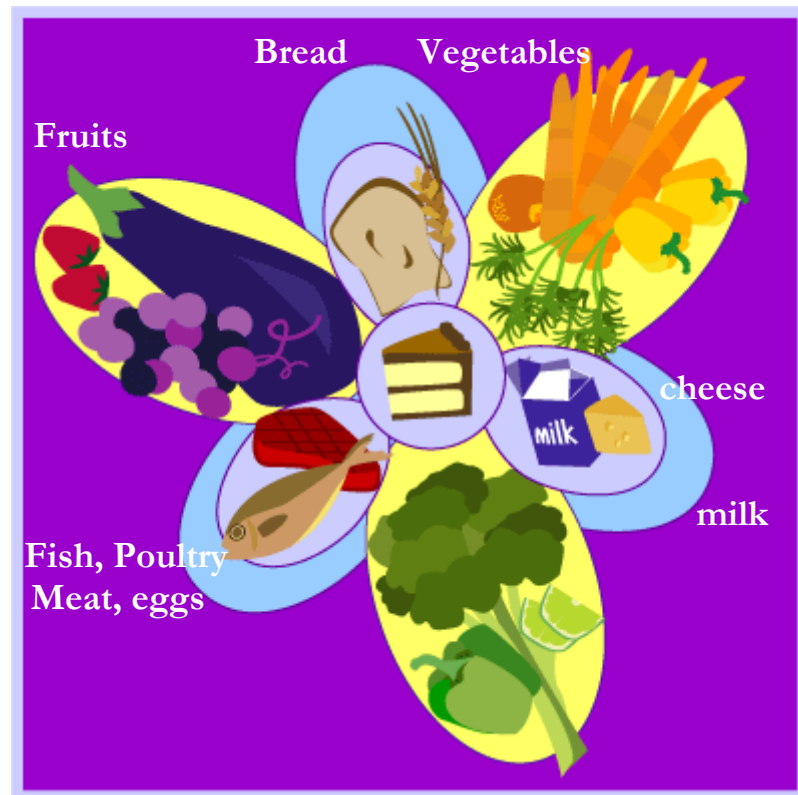
Sandwich (ham,cheese,tomato)
Banana
Tub of yoghurt

Pack 2

Rice, Vegies and Meat
Small Carton of plain milk
Handful of sultanas

Pack 3

Chicken Drumstick,
Fruit Muffin, Strawberry,
Tub Fruche





Saying Goodbye at Drop off Time

Saying goodbye for you and your child the first week can be hard. Here are few tips on how to make it easier on you both.

- 🌈 Try not to prolong farewell.
- 🌈 Briefly explain to your child(ren) what is going to happen. Say something like, “I’m going now, I’ll be back at/ after rest time.” Give them a kiss and a hug and then follow through by leaving.
- 🌈 Please do not leave without saying goodbye.

Please feel free to speak with me about any matter that concerns your child. It is also very important to share with me any vital information about your child e.g. the special way your child is comforted, or they sleep with a special blanket or dummy etc. This will enable for a smoother transition of care.

If any point during the day you feel anxious or you simply want to see how your child is doing, don’t hesitate to call me any time on 3348 2118 or 0411 5576 36.

Sun Safe

As I follow Bayside Family Day Care’s policy on being Sun Smart I require that your children have a hat and sunscreen.

A Broad rimmed hat or legionnaires style hat to play outside.

They will require a sensible pair of shoes to go to the park or on other outings.

However, I do encourage bare feet (weather and surface permitting) while playing in and out doors at my house or whatever the child feels to do.





Procedure to take in the event of a fire

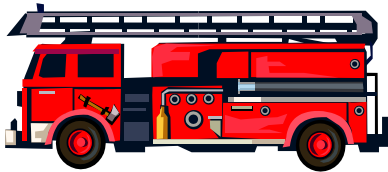


1. If safe, try to extinguish the fire using the fire extinguisher, Call 000 and the office.
2. If the fire is uncontrollable, locate and gather all the children, and if possible, the telephone.
 - a.) Proceed out of the safest nearest exit away from the fire. Shutting doors behind you if possible.
 - b.) Assemble at the front of the house near the mail box. Call 000 then the office.





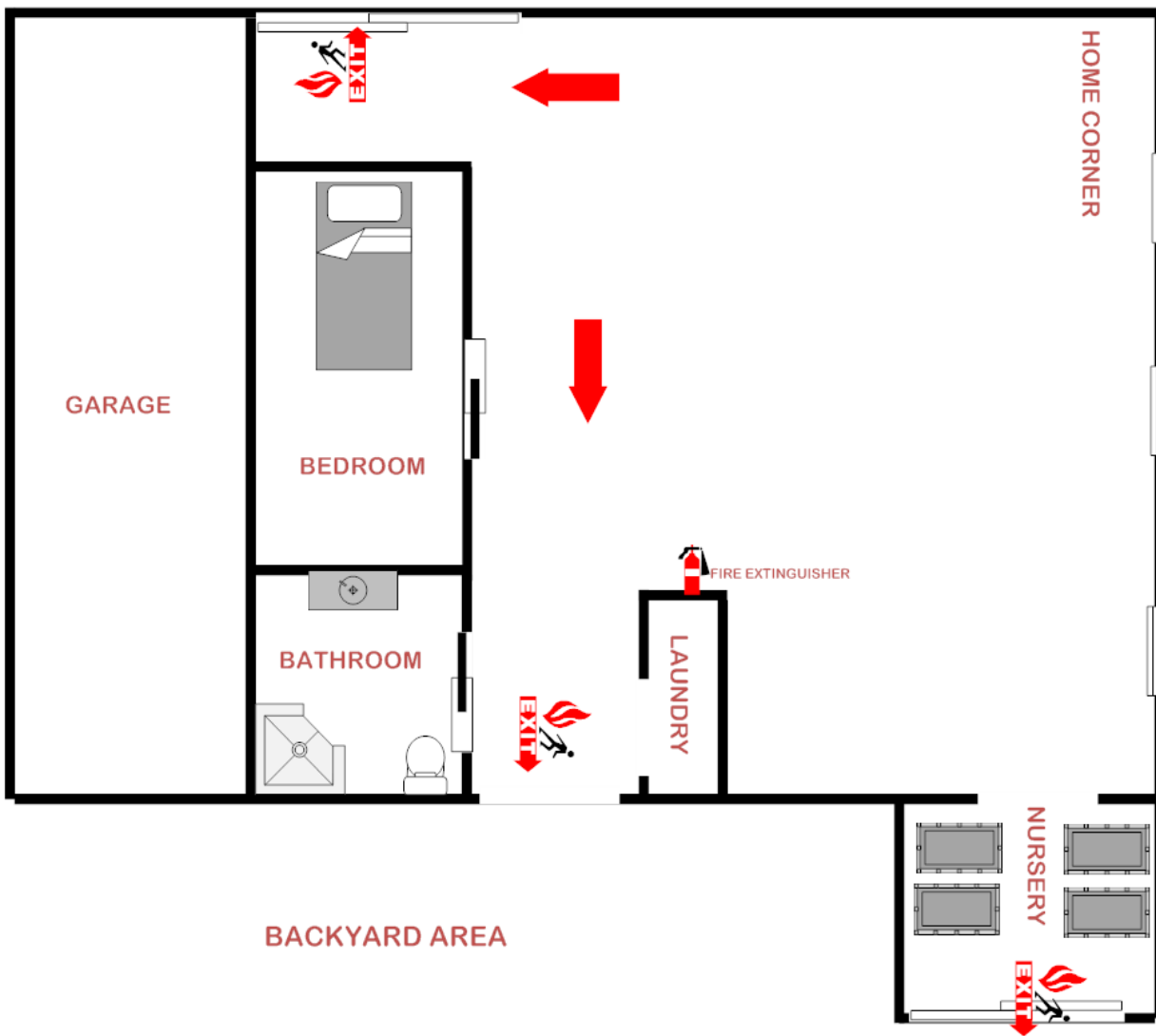
Fire Evacuation Plan



- * IN CASE OF FIRE PLEASE USE EXITS SHOWN BELOW WITH A
- * ASSEMBLE AT FRONT OF HOUSE BY THE MAIL BOX
- * CALL 000 AND THEN THE OFFICE



FRONT YARD AREA



BACKYARD AREA





Children's Rights

- A right to sleep or rest
- A right to get dirty
- A right to choose what they will wear
- A right to dress up/ role play
- A right to have their family acknowledged
- A right to their culture and language
- A right to choose activities



- A right to be individual
- A right to time to complete a task/activity
- A right to be read to
- A right to be played with
- A right to be touched or not
- A right to fun, joy and laughter
- A right to express how they feel
- A right to challenge/question
- A right to kindness





Communication

Each child in my care has a Communication Book which is both parents and myself to write in. I don't like to discuss concerns with parents within hearing of the children, so if there are any concerns, we can either make a time to talk about it, or it could be written in the communication book. I value open communication and I am only happy to discuss your child with you.

The Communication Books will need to be return every day in care.

Arrivals and Departures

Arrivals: It is important that you sign your child in on her/ his attendance record at the actual time.

Departures: Please sign your child in on her/ his attendance record at the actual time you depart.

I will always try to have tour child ready for collection at the designated time. Due to my own family commitments, I would appreciate it if all parents could be punctual.

What to Bring

- 2-3 changes of clothes
- Shoes and socks
- Hat and Sunscreen
- Wet Ones / Disposable Nappies
- Sheets and Blanket (optional)
- Morning tea, Lunch, Afternoon Tea and Drinks



Any personal belongings that will make the transition into care easier, e.g. dummy, special blanket, etc.





Fees

Fee must be paid on a weekly basis on the last day of your care either by cash or direct debit. Please note, fees are:

Not reduced on days absent due to sickness or any other reason

Not reduced if your child is on holidays. Child care benefit still applies.

Absences

Parents please advise me as clearly as possible if your child is not attending that day. It is very disruptive to the program if I don't know that your child isn't coming.

If you take your child to the doctor and you get medical certificate, then the day won't come off your 30 days allowable absences.

Holidays

If you are planning a holiday, please let me know 2 weeks in advance, full fees still apply.

Illness

If your children are ill please keep them at home as this will minimize any cross-infection to the other children in care. If you are unsure whether or not your child is well enough to attend care, please do not hesitate to contact me and we can discuss it further.

If your children have had vomiting or have had diarrhoea they cannot come into care until they have been clear for 24 hours.

I refer to the Staying Healthy in Child Care for Management of Illness and Infection.





On a final note

Welcome to my Family Day Care Home.

I hope you come and play with us soon.

Please feel free to talk with me anything that concerns your child.



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