LEIGH CREEK KINDERGARTEN

PARENT INFORMATION
Dear Parents and Caregivers,

You are invited to read this information booklet to find out how our centre operates and hopefully answer many of your questions. Please do not hesitate to contact any of the staff about anything you are unsure of at any time.

Associated Programme
Once a child turns 3 years and 6 months they may enrol into the Associated Programme as long as no more than 16 children are currently enrolled in the kindergarten and the child is toilet trained. They may attend Monday and Wednesday mornings in the first term. An increase in time may be negotiated with the Director which takes into account the best needs of the child up to 4 sessions after the first term.

It is a lot easier to settle a child into kindy if you are not trying to fill out forms at the same time so we recommend picking these up and filling them in before your child’s first session. They may be picked up Monday, Tuesday or Wednesday between 9.00a.m and 3.00p.m.

Pre-Entry Sessions
Wednesday 8.45 a.m. – 12.00 noon for all other children who will be eligible to start full sessional kindy in the following year.

Pre-Entry Sessions
Wednesday 8.45 a.m. – 12.00 noon for all other children who will be eligible to start full sessional kindy in the following year.

We are unable to give change so please pay with the correct change, by electronic transfer or by cheque (payable to “Leigh Creek Kindergarten”).

Governing Council
The Governing Council is the parent body that supports the Kindergarten. Meetings are held twice per term on Wednesdays at 3.00 pm. Minutes are distributed to all families and everyone is invited to attend. The Treasurer and Director report to each meeting. Governing Council has been involved in maintaining and upgrading the grounds, fundraising and finances.

Contacts
Kindergarten Phone: 8675 2119
Fax: 8675 2537
Email: anne.dawes961@schools.sa.edu.au
Library
Each Monday the children visit the school library. They are encouraged to borrow a book which is on loan for a fortnight. All books can be returned through the kindy by placing in the library basket or returned yourself.

Parent Help
Parent help is always welcome. It enables parents to be involved in their child’s learning and gives staff more time to work with smaller groups of children. Involvement can be directly with the children, at home or out of hours.

Fees
Kindergartens all rely heavily on fees to provide materials for the children and maintain the centre. Fees are currently set at $1.50 per session with full days being 2 sessions. Associate Programme fees are $5.00 per session. All money is taken care of by a voluntary Treasurer. To help them please place all money in the silver box in an envelope.

Full-time Kindergarten
Full-time kindergarten involves ten sessions per fortnight for four terms before beginning Reception at school. Children must be four before the 1st May of the year they start Kindy.

Session Times
Monday 8.45 a.m. – 3.00 p.m.
Tuesday 8.45 a.m. – 3.00 p.m. Weeks 2,4,6,8 only.
Wednesday 8.45 a.m. – 3.00 p.m.
Please note that a full day of Kindy counts as two sessions.

Programme
All kindergarten sessions are programmed by staff using the Early Years Learning Framework. Kindergarten is play-based and children are encouraged to participate in a range of different activities. We aim to both build and extend each child’s knowledge and experience that they bring to kindy.
We value the knowledge parents have of their own children.
What to bring to kindy
All items must be labelled!
Broad-brimmed or bucket hat
Fruit – 1 piece per day
Lunch - for full days
Drink – optional as water is always available
Spare change of clothes to be kept in child’s bag in case of need
Toys – please do not bring toys from home as they can easily be lost or damaged and the kindy can not be responsible for them.

Dropping off and Picking up Children
Please bring all children inside to us in the mornings.
Please let us know if anyone different will be picking up your child.
Please try to always pick up your child on time – young children become very upset if no-one turns up when they are expecting them!
If for any reason you are delayed please give us a ring.

Children may travel on the school bus if there are enough seats. They may travel to kindy each morning and in the afternoon but will need to be picked up after Pre-Entry sessions from the kindy at 12.00 noon.

Kindy Clothes
Children play at kindy in all sorts of activities and they will be active and become dirty! We recommend:
• older clothes that the children don’t have to worry about keeping clean
• shoes and clothes that are easy to run in – eg sneakers or sandals, not slip on or high platforms and heels.
• clothes that can be managed easily and independently at the toilet
• sending a spare set of clothes in case of any accidents.

Sunsmart Policy
The kindergarten has a policy that requires the children to wear a broad-brimmed or bucket hat at all times outside all through the year. It also requires children to wear clothing with sleeves (short sleeves are OK). The kindergarten does sell hats and kindy polo shirts that can be purchased at the kindy at cost price.
Children who do not have their own hat or suitable top any day will be expected to wear one provided by the kindergarten or stay under shade.