Parent Information
(Reviewed 1/12/10) Please keep this for future reference.

Staff: Director: Sally Smith
     Early Childhood Workers: Tracey Grummett and Georgie Sneath

Sessions: Wednesday 8:30 – 2:00
          (Children in their first term at kindy attend Wednesdays only)
          Thursday 8:30 – 2:00

Fees: One day per week $27.50 per term
      Two days per week $60.00 per term
      Fees are due on the Thursday of Week 5 in every term.

Food Requirements:
We actively promote healthy eating in our centre.
   Wednesday: Fruit, vegetables or dried fruit, plain savoury biscuits, healthy dairy snack
   Thursday: Fruit and a healthy lunch (no lollies, roll ups or chocolate please)
   Drinks: water in a bottle only (we supply cups and rainwater)

Other Services
- Occasional Care: During session time by prior arrangement with staff. There is a charge of $3 per hour. Occasional Care is only available to children in their first term of kindergarten.
- Library: Children are welcome to borrow books and literacy kits from our library. Please record the book title on your child’s borrowing sheet and mark it off when returned. We endeavour to visit the Robe Public Library at least twice a year. An enrolment form is included in this pack.
- Child Care: Robe’s Child Care on Wheels Service (CCOWS) also operates from this site on Mondays, Tuesdays and Fridays (in the kindy room) and Wednesday and Thursday (RSL Hall). Please contact the Director, Robyn Paterson at the Robe District Council for enrolments and further information – Phone: 87682003
- Banking: School banking is available through Bank SA on Thursdays
- School Dental Service: Your child is enrolled in the Dental Service as they enter kindergarten. Dental appointments are usually at the Kingston Dental Van at the school.
- Transition Program: We have a transition program that runs for children in the term prior to their school entry. This is organised in conjunction with the school and you will receive a transition information pamphlet when your child is involved. We also have regular contact with the Junior Primary class through visits/special events both at school and kindergarten.
- Roster: The lunch and laundry roster is on the wall near the sign in sheet. Please fill in the sheet at the beginning of each term. It is expected that all families will help out with this to keep our cleaning and laundry costs down.
• **Governing Council:** The Governing Council is formed at an AGM in March. Parents of children currently enrolled and other interested parents are eligible and very welcome to join the Governing Council. We hold meetings twice a term at the kindergarten. All parents are welcome to attend Governing Council.

• **Special Education Services:** Special Education Services such as Speech Pathology are available for children who have additional needs. Please don’t hesitate to discuss your child’s needs with the Director. We can also help you to refer your child to Community Health or Child and Youth Health to support your child’s learning. Early entry and extension of time at kindergarten are may be negotiated with the director for children and families with special needs.

• **Communication:** Each child has a pocket on the wall by the store room door. Notes, newsletters and receipts are placed in these pockets. Please check them every day. Newsletters are usually sent out twice a term, or as the need arises. These contain lots of information about our curriculum, program, diary dates and Governing Council news. Staff are available for brief discussions and queries at the beginning and end of sessions, however if you would like an extended time to talk please arrange an interview with Sally. We enjoy sharing information with families and are happy to organise interviews at any time during their enrolment at our kindergarten.

• **Reporting Children’s Progress:** Profile books are developed for each child. They contain information about the curriculum, observation notes, photos and work samples. This builds a picture of your child’s learning and development during their time at kindergarten. Interviews can be arranged at any time to discuss your child’s progress. Please speak to Sally. **Summative Reports** will be written for your child as they finish kindergarten and will be passed on to the school with parental permission.

• **Parent Participation:** We love having parents staying and joining in with our learning – please feel free to stay as long as you like in the mornings or come early in the afternoons if you want to join in. If you have any particular skills talents or cultural background you would like to share with the children please let us know. Even if you don’t an extra pair of hands to help with learning is always welcome!!!!!!!

We are really looking forward to an enjoyable 6 terms learning with your child and interacting with your family.

Regards,

Sally Smith

(PS My phone number is 87682770 or 0407876827 if you wish to talk to me on a non-kindys day)