





Tatura Children's Centre Inc





Preschool 2024 Information for Families

Reviewed November 2023



Tatura Children's Centre Preschool educators look forward to working alongside you as partners in your child's development and education. The best experiences for children happen when there is a strong relationship between a child's family and educators. An appreciation of each other's knowledge and experience together with shared goals/aim is best for your child's individual learning.

We trust that your child will feel happy and secure in our Preschool environment and be stimulated by the variety of activities and learning experiences we provide.

This booklet provides valuable information about the Preschool experience and will help you to prepare for this important time in your child's life. Please keep these documents in a safe place as it is a handy reference for the year.'



Preschool education Preschool is offered in the year prior to starting school, it is perfectly placed to build on your child's existing skills while furthering those needed skills for the future. Research has shown that children who participate in a highquality Preschool program are well prepared for formal education. At Tatura Children's Centre our Preschool education program is based on the children's interests as well as educator knowledge and understanding of children's development.



Contact information

For further information in regards to fees, enrolments and payments, please contact the office.

Phone:

03 5824 1415 Preschool Email: preschoolattcc@gmail.com Centre Email: taturatcc@outlook.com www.taturachildrenscentre.com.au Facebook Search 'Tatura Children's Centre'

and 'friend request' our closed group for TCC families only.

Address: 5 - 9 Kerferd Street Tatura, 3616 OR PO Box 234, Tatura, 3616

Introduction to Tatura Children's Centre

Tatura Children's Centre is a community managed Centre, with places for 103 children. The Centre features four different aged rooms; the Nursery, Toddler, 3 year old Fungroup and Preschool rooms. Preschool is located in the separate building at the front of the Centre and can be accessed via its own fenced yard or from the Centre itself.

PRESCHOOL ROOM OPERATING HOURS in 2024

Funded Preschool Program Monday and Wednesday 8.30am to 4.00pm and Tuesday and Thursday 8.30am to 4.00pm

OR

You can do long day care on these days which means you can attend anytime between 7.30 am and 6.00pm.

> **4yr old Long Day Care** Long day care

Any accounts and Preschool correspondence will be emailed to your nominated email address. All accounts are payable online only. Preschool term fees are issued to families at the commencement of each term. If you have a health care card and you are a Preschool term paying family, it needs to be presented to the office at the **start of each term** so your account can be adjusted accordingly. For further information regarding the Centre please refer to TCC's Family Handbook.

All families are requested to provide an email address so regular correspondence can be maintained by both yourselves and us as your child's educators.



Term dates

Please refer to the Term Dates page for further information. Also please ensure you take note of the dates specific to your child's group. These are either colour coded green/yellow or alternately will have the group name indicated next to them.

TCC'S RAP

TCC has an active Reconciliation Plan (RAP) which aims to promote Reconciliation in our Community. It reflects upon our short- and longterm goals and we work collaboratively and passionately on a variety of actioned areas. We believe reconciliation is the responsibility of all Australians. Our RAP is located in the TCC foyer.



Parent/Educator interview

Before your child commences Preschool you have the opportunity to be part of a Parent/Educator interview. This is an opportunity for us to have a more specific discussion about your child's development and to set goals for your child during 2024.

A sign-up sheet will be available on Transition Day located near the Fungroup room door during December.



General information Arrival and departure

The <u>Preschool Term Only</u> attendance sheet is located on a clipboard on the table outside the entry door to the Preschool room. Please ensure that this document is always signed as it is a legal requirement for the Centre. Parents are asked to stay in the yard until the door is opened by educators at 8.30am, at which time you are welcome to enter the room. Please ensure you sign the Attendance Sheet when collecting your child. Late fees (as indicated in your Centre Family Handbook) apply if you are late. If you would like to pick up your child earlier please let us know so that bags etc. can be packed and ready.

Long Day Care children and their families are free to enter the Preschool room anytime when the room is open. The Preschool room opens at 8.00am; children who arrive prior to this time are included in family grouping situated in the Toddler room. The children are gathered from the Toddler room and moved into the Preschool room for the commencement of their day. At the end of the day, the children are returned to the Fungroup room at 5:15pm for family grouping.

Centre policies

The Preschool has a range of procedural guidelines regarding issues relating to you, your child and TCC. These guidelines are kept in a Policy book located in the Preschool room.

Medical conditions

If your child suffers a medical condition (especially asthma or anaphylaxis/food allergy), please discuss this with us.

Collection of Children

Only the legal parent/guardian listed on the enrolment form is able to have access to your child. Parents/guardians can nominate other people to collect their children on the enrolment form. <u>Parents are</u> to inform educators if an authorized <u>person will be collecting their child.</u> Authorised person/s will be asked to show identification upon arrival if educators have not met them before.

Parental Concerns

Tatura Children's Centre has a policy that any concerns should be forwarded to an educator. If necessary, they will then be forwarded on to the Centre Director. Please refer to the Centre Policy manual for further details.

Lost property

Please check from time-to-time for any lost property.

Photographs/media

There may be times when the media will visit the Preschool to take footage or photographs of the children and where possible, parents will be notified.

Throughout the year, educators will take photographs of the children to use in the program and on wall displays in the room. Educators are sensitive to the religious, cultural beliefs and custodian issues for families.





Preschool Early Childhood Educators

Preschool Teacher



Sarah Mahoney

Preschool Educators













Abbey, Alisha, Debbie, Georgia, Heidi, Leanne and Cheyanne will work with your children across the 5 days in the Preschool Room.

Preschool Curriculum

The curriculum in Tatura Children's Centre Preschool room offers range of child initiated and educator initiated learning experiences. The program flows from the child's ideas, interests and experiences both inside and outside of the Preschool environment, indicated by parents on the 'Memorable Moments' sheets; together with educators observations. Reflection folders, individual portfolios and project folders are available in the Preschool room for viewing on a daily basis. Information will be given to you when our Concept of the week Curriculum begins to encourage collaboration between your child's two learning environments (home and Preschool)





Early Years Learning Framework

This Australia wide initiative provides the framework from which the curriculum will be implemented and assessed. The key visions encompassed by the framework are **BELONGING** (knowing where and with whom you belong), **BEING** (recognising the significance of the here and now in children's lives) and **BECOMING** (reflects the process of rapid and significant changes that occur in the early years as young children learn and grow).

These key visions are further split into five learning outcomes:

- IDENTITY,
- COMMUNITY,
- WELLBEING,
- LEARNING, and
- COMMUNICATION.

Each of the above five learning outcomes are expanded to provide

examples of evidence that we, as educators can observe in the children as they learn. This helps us to design a curriculum that meets the needs and interests of the children as individuals and a group.

Ten Key learning/Curriculum Areas

The following learning areas will be incorporated into the curriculum on a daily basis. Please refer to our Curriculum Preschool Booklet for more information

1) Health and Physical Education

Active play and healthy eating is promoted daily through our cooking program and large outdoor environments.



2) Transition & orientation to Schools

We work closely with our Local schools to facilitate regular transition outings and have the children from Primary schools attend Preschool.



3) Language and Literacy

Dance, movement, literature, books and our Concept of the week Curriculum, supports children to have fun with language and rhymes.



4) Games and Construction

We use these to encourage small group collaboration work. Board games, puzzles and music dance games support the children to be creative in their play.



5) Colour, Letter and Number of the week (see schedule at book end)

Our play based program focuses on literacy, numbers and colours throughout the year. This is done by incorporating play based activities into the room which aims to assist children to develop skills and knowledge for School.



6) Music and Movement

We encourage the children to explore cultures through music, interact with others and investigate sounds



7) Sensory Play

All children are individual learners and their learning styles are unique. We often use clay, sand, felt, water, playdough and music to encourage discussions about our senses.



8) Cooking with Children

We often use Community celebrations or the children's ideas from their home to cook in our Kitchen and incorporate fresh produce from our Garden to encourage sustainability.



9) Connecting with Nature We utilise our Parks within the Community and regularly attend excursions to promote discovery, exploration and discussions on wildlife and nature to ultimately educate the children on the world in which we live.



10)STEAM Learning

Educators incorporate a variety of teaching strategies to educate children on Curriculum topics to broaden their knowledge and aim for a smoother transition to School

S...Science T...Technology E...Engineering A...Art M...Mathematics

Individual Programming

Each child in our program is valued as an individual and our aim is to develop their potential in an individually appropriate way. We believe that children bring to a group setting, particular learning styles and learning needs. As a result of this belief, we carefully observe and gather information about your child's journey with us, which is kept in an individual portfolio for each child. Each portfolio contains:

- Copies of the Memorable Moments and Educator Voice sheets.
- Assessment methods relevant to the individual child.

- Your child's transition statement.
- Samples of your child's art work (if they don't take them home).

Small Group Programming

As we know, children learn best in groups, a great deal of learning occurs in small group interactions.

Through small groups children have the opportunity to share ideas with each other, listen to each other, be actively involved in a shared experience, and have regular involvement with an adult.

Small group time occurs regularly throughout the day and at times in a spontaneous manner. As educators we use interests to extend the children's learning through adult guided learning experiences, we introduce new concepts and explore further familiar concepts with the children. Educators take the lead and set challenges for the children.



Large Group Programming

Large group times are a time for the entire group of children to share important information or to participate in experiences which are suitable for large groups. Group times will include, group games, music, physical, health or language experiences; and regular planning sessions, which encourage the children's input into the activities are provided. This is also the time where educators can introduce new ideas to the children; those that are important for the children to learn such as road safety, nutrition, cultural awareness, cooking, gardening and sustainability practices.





By utilising the above three programming initiatives, at the end of your child's Preschool year we aim for your child to be displaying independence in thinking; an understanding of Preschool routines, rules and expectations and a responsibility and care for belongings and Preschool equipment. This is achieved through:

- "group times" which are gradually extended in time and increasing in structure throughout the year;
- guidance in routines and turn taking;
- the development of responsibility over their belongings;
- an ability to listen to others and
- most importantly, developing an ability to follow their own ideas.

Healthy Together Program (Healthy Lunch Box Ideas)

Each child is required to bring along a Healthy Lunch box daily consisting of morning tea, lunch, afternoon tea and a late snack (if needed). A list of suitable items is included in the package.



TCC's "Nude food" program TCC have adopted a "Nude food" initiative. This means we are encouraging all food products bought into TCC to be in a plastic container. By reducing the amount of wrappings within the Centre we are aiming to

educate children about looking after the world in which they live and build on sustainability practices. Please refer to TCC's sustainability policy for more information on sustainability initiatives.



Suitable food items to bring to Preschool. (list at back of book)

<u>Fruit</u> – including kiwi fruit, sultanas, bananas, apples, pears, peaches, nectarines, grapes, oranges, mandarins, cherries, strawberries, dates, watermelon, pineapple, apricots or plums.

<u>Vegetables</u> – celery, carrot, avocado, mushrooms, garden salad, capsicum, tomato, olives, corn cobs, cucumber or coleslaw.

<u>Bread</u> - rolls, pita bread, English muffins, fruit bread, crumpets, sandwiches, pikelets, rice/corn cakes, jaffles, cooked fried rice, or pizza slices.

Other - Cheese/dip and biscuits, plain popcorn. Yoghurt or custard, Cheese sticks. Water in their drink bottle.

If your child prefers a hot lunch, please supply it in a named **thermos**.

Purchased **BIRTHDAY CAKES** are (for your child's special day) and we ask that you please **bring 2 cakes** in to ensure we have enough for all the children to enjoy.



Unsuitable foods to bring to Preschool

Chocolate covered items, nut or nut based items, lollies, sweet treats, cordial or juice.



Commencing Preschool Settling in

On the first few days, your child may need support with settling into the Preschool environment. This can be done by greeting educators inside the Preschool room and then saying 'goodbye' confidently when you and the educators feel it is time to go. Some children take longer to settle than others. If you have any concerns, please do not hesitate to speak to an educator.

What your child needs to bring

- a medium sized backpack
- a sunhat (Terms 1 and 4)
- a complete change of clothes including underwear and sock
- a jumper, jacket or coat (when appropriate)
- a water bottle
- a packed lunch box

All items should be clearly labelled.

Clothing and footwear

It is best to send your child in casual, comfortable clothes. This allows them to freely participate in messy experiences such as playing with paint, clay, mud and water. While smocks are supplied, they don't always prevent clothes from getting dirty. In winter, jackets are needed for outdoor play. Runners, shoes or sandals (no thongs play. Children will be allowed to take off their footwear for outdoor play in warmer months.

All About Me

This Project for 2024 will be an opportunity for your child to share some special things about their home\family with their peers and educators. Once a week a child will take home the 'All About Me' box. Children will then be encouraged to talk about the items they have chosen from home at a group time. This is a great opportunity to develop the children's public speaking, confidence and language skills and enables us as educators to guide planning opportunities to meet children's individual needs.

Family Engagement

Our Preschool program is further enhanced for the children when families understanding of their child is shared with educators. This will occur in many ways. Families can also participate in the service through other facets of the environment and program. These are highlighted below.





How will I know what is occurring in the Preschool program?

We provide information in the following ways:

- A noticeboard
- Program outline
- Displays in the room
- Monthly newsletters
- Handouts
- Parent/educator interviews
- Transition learning and development statements
- Emails,
- Facebook and
- Daily interactions.

Family participation

You can do this by sharing ideas to enhance your child's current interests,

- Supplying TCC with recycled materials (see included list)
- Sharing own hobbies and special interests with the children; for example art, music, cooking, gardening, sewing or storytelling.
- Going on excursions.





Transition to school

To facilitate a smooth transition from Preschool to School, we at TCC have developed a close working relationship with the local schools.

During Term 2 the children will have the opportunity to visit the Tatura schools, to explore the environment and see the teachers at the school.

During Term 3, the schools visit us at Preschool. During Term 4 the children visit the schools on a more regular basis through their Transition program, prior to the State Transition Day. Each child will have a Transition Learning and Development Statement compiled by both their family and Preschool teacher prior to this day. This is to provide their future foundation teacher with information regarding your child and their strengths.

Local School Contact Numbers

Tatura Primary School: 5824 1684

Sacred Heart School: 5824 1841

<u>Dhurringile Primary School</u>: 5826 6222

Harston Primary School: 58548317

<u>Toolamba Primary School:</u> 58265212

Our Routine

Time	Routine activity
8.00 – 8.30am	Indoor play – setting up rooms
8.30 am	Preschool Begins – Monday
9.00am	to Thursday
9.00am	Welcome group time
9.15 – 10 am	Indoor/outdoor play
10am - 10.30	Morning tea
am	
10.30 -	Indoor/outdoor play
11.30am	
11.30am –	Group time session –
12pm	Intentional teaching run by
	kinder teacher
12.00 -	Lunchtime
12.45pm	
12.45 – 2.30 pm	Indoor/outdoor play
2.45 – 3.00 pm	Group time session –
	literacy based/children's
	show n tells
3.00 – 3.30 pm	Afternoon Tea and packing
	bags (children pack their own
	bags)
3.30 – 4.00 pm	Indoor/outdoor play
4.00pm	Preschool Ends
4.00 – 5.00pm	Tidy up and reset play spaces.
	raged and welcome to help educators
	for all meals (including packing up
	g the tables). Children also help to set to up the room with educators.
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Information for Parents about Preschool

Excursions

All children will be able to attend excursions with their Preschool group only. We are planning to provide an opportunity for both groups to engage in the same experiences, therefore children attending long day care on days other than their preschool day will remain at Preschool with an educator whilst the Preschool children are involved in the event.

On your 2024 enrolment form you signed an authorisation for your child to attend 'Regular' excursions. This is so we do not have to ask you for written permission each time this occurs. We will notify you in the morning if a 'regular' excursion will be occurring that day. All other excursions not included on the 2024 enrolment form will require written parent permission before your child leaves TCC premises.

Sun Protection

Tatura Children's Centre is a SUNSMART Centre. Sun hats must be worn by the children during September through to April. If your child does not bring a suitable sun hat, then there is a 'no hat, no outside play' policy. Hats can be left at Preschool in your child's hat pocket provided (all hats are washed weekly). TCC provides sunscreen to the children and this is put on half an hour before the children go out to play.

Uniforms

The following uniforms are available for you to purchase if you wish. Please note these items are on display in the foyer for you to consider.

TCC Logo Hats \$12.00 TCC Logo Drink Bottles \$5.50 TCC Preschool Logo Polo Shirts \$17.00 (colours available in Polo Shirts are pink, purple, navy and royal blue).









Cooking with Preschoolers

We will be cooking some delicious foods with the children throughout the year. These sessions allow your child to learn about:

- Science.
- Math's.
- Reading and time telling skills.
- Encouraging healthy food choices.
- Building confidence and creativity.
- Basic literacy and reading concepts.

Some of the heathy items your child could be cooking include:

- Pancakes.
- Bread.
- Soup.
- Savoury muffins.
- Dips.
- Other items using produce from our vegetable garden.



Do you have any healthy recipes? We would love to try them out.

Everything we do at Preschool is to develop your child's skills to prepare for their transition into their Foundation year at school. Your child will be given opportunities to participate in these small group experiences, to create something from scratch, try new foods and communicate with their peers. These are all life skills that require communication to succeed.



Concept of the week

While there are many elements to our Preschool program, the Concept of the week is just a small concept, and we incorporate these in with other curriculum areas which is underpinned by our TCC Philosophy

'Colours of the Week' Program – Term 1			
Week 1	29 th Jan to 2 nd Feb	Yellow	
Week 2	5 th Feb to 9 th Feb	Blue	
Week 3	12 th Feb to 16 th Feb	Red	
Week 4	19 th Feb to 23 rd Feb	Brown	
Week 5	26 th Feb to 1 st Mar	Pink and Purple	
Week 6	4 th Mar to 8 th Mar	Black and White	
Week 7	11 th Mar to 15 th Mar	Green and Orange	
Week 8	18 th to 22 nd Mar	Rainbow	
Week 9	25 th Mar to 29 th Mar	Shape Exploration	

	'Number of the Week'	Program- Term 2	
Week 1	15 th April to 19 th April	1 and 2	
Week 2	22 nd April to 26 th April	3 and 4	
Week 3	29 th April to 3 rd May	5 and 6	
Week 4	15 th May to 19 th May	7 and 8	
Week 5	6 th May to 10 th May	9 and 10	
Week 6	13 th May to 17 th May	11 and 12	
Week 7	20 th May to 24 th May	13 and 14	
Week 8	27 th May to 31 st May	15 and 16	
Week 9	3 rd June to 7 th June	17 and 18	
Week 10	10 th June to 14 th June	19 and 20	
Week 11	17 th June to 21 st June	Number Review	
Week 12	24 th June to 28 th June	Number Review	

	Letter of the Week Pro	gram- Term 3	
Week 1	15 th July to 19 th July	Ab and Bb	
Week 2	22 nd July to 26 th July	Cc and Dc	
Week 3	29 th July to 2 nd August	Ee	
Week 4	5 th August to 9 th August	Ff and Gg	
Week 5	12 th August to 16 th August	Hh	
Week 6	19 th August to 23rd August	Ii and Jj	
Week 7	26 th August to 30 th August	Kk	
Week 8	2 nd Sept to 6 th Sept	LI	
Week 9	9 th Sept to 13 th Sept	Mm	
Week 10	16 th Sept to 20 th Sept	Nn	

	Letter of the W	eek Program- Term 4	
Week 1	7 th Oct to 11 th Oct	Оо	
Week 2	14 th Oct to 18 th Oct	Pp and Qq	
Week 3	21 st Oct to 25 th Oct	Rr	
Week 4	28th Oct to 1 st Nov	Ss	
Week 5	4 th Nov to 8 th Nov	Tt	
Week 6	11 th Nov to 15 th Nov	Uu and Vv	
Week 7	18 th Nov to 22nd Nov	Ww and Xx	
Week 8	25 th Nov to 29 th Nov	Уу	
Week 9	2^{nd} Dec to 6^{th} Dec	Zz	
Week 10	4 th Dec to 8 th Dec	Letter Review	
Week 11	11 th Dec to 15 th Dec	Letter Review	

Suggestions for Lunch Boxes.

All recommendations are supported by Nutrition Australia and healthy Eating Guidelines for children in long day care Settings.



! Please disregard anything from the above list that mentions nuts !

<u>Term 1</u> - Mond	lay 29 th January [.]	to Thursday 28 th March
Tuesday	9 th January	Centre reopens (Long Day Care only)
Tuesday	23 rd January	Green Group Parent/Educator interviews
Wednesday	24 th January	Yellow Group Parent/Educator interviews
Friday	26 th January	Australia Day - <u>Centre closed</u>
Monday	29 th January	Green Group First day of Preschool
<mark>Tuesday 🛛 👘 🗌 🗌 🗌</mark>	30 th January	Yellow Group First day of Preschool
Monday	11 th March	Labour Day - <u>Centre closed</u>
Wednesday	27th th March	Green Group Term 1 ends
Thursday	28 th March	Yellow Group Term 1 ends
Friday	29 th March	Good Friday - <u>Centre closed</u>
Monday	1 st April	Easter Monday - <u>Centre closed</u>

<u>nday 15th April to F</u>	riday 26 th June
15 th April	Green Group Term 2 begins
16 th April	Yellow Group Term 2 begins
25 th June	Anzac Day - <u>Centre closed</u>
10 th June	Kings Birthday - Centre closed
26 th June	Green Group Term 2 ends
27 th June	Yellow Group Term 2 ends
	15 th April 16 th April 25 th June 10 th June 26 th June

<u>Term 3</u> - M	onday 15 th July to Frid	ay 20 th September
Monday	15 th July	Green Group Term 3 begins
Tuesday	14 th July	Yellow Group Term 3 begins
Wednesday	18 th September	Green Group Term 3 ends
Thursday	19 th September	Yellow group Term 3 ends

Monday	7th October	Green Group Term 4 begins
Tuesday	8th October	Yellow Group Term 4 begins
Tuesday	5 th November	Melbourne Cup - <u>Centre closed</u>
ТВА	TBA	State School Transition Day (Room closed in morning)
Wednesday	12 th December	Green Group Last day of Preschool
Thursday	13 th December	Yellow Group Last day of Preschool
Friday	20 th December	TCC closes at 1:00pm

Please note the Preschool Room is closed for Victorian Recognised Transition Day in Term 4. Date TBA