

Tatura Children's Centre Inc

3-year-old Kinder Handbook for Families 2026



Table of Contents

Table of Contents	2
Welcome to our Service	3
Tatura Children's Centre RAP	3
Tatura Children's Centre Policies	3
Introduction to Tatura Children's Centre	3
3-year-old Kinder Operating hours in 2026 & Accounts/Fees	4
3-year-old Kinder Routine	5
3-year-old Kinder Term dates 2026	6
Parent/ Educator interview	7
General Information	7
Medical conditions	7
Collection of children	8
Parental concerns	8
Lost Property	8
Photograph and Media	8
3-year-old Kinder Teacher	9
3-year-old Kinder Curriculum	9
Early Years Learning Framework	9
10 Key Learning Curriculum Areas	10-11
Chickens	12
4-year-old Preschool readiness	12
Individual programming	13
Small group programming	13
Large group programming	13
Staying Healthy together Program	14
Commencing 3-year-old Kinder	15
3-year-old Kinder uniforms	15
Family engagement and participation	16
Communication with families	16
Incursions and excursions in 3-year-old Kinder	17

Contact Information

For further information regarding fees, enrolments and payments, please contact the office.

Phone: 03 5824 1415

Preschool email: tcc3yrkinder@gmail.com

Centre email: taturatcc@outlook.com

Centre Website: 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

Welcome to our Service

Tatura Children's Centre 3-year-old Kinder program is a state funded community based sessional and long daycare Kinder. TCC is a community of families, committee members and educators who offer exceeding programs in the first five years before school.

Our service offers a play-based learning program, comprising of informal indoor/ outdoor environments, and supports your child's existing skills while furthering those essential skills for the future. Research has shown that children who participate in a high-quality 3-year-old Kinder program are well prepared for formal education. At Taura Children's Centre our 3-year-old Kinder program is based on the children's interests as well as the knowledge and understanding Early Childhood Teachers have on children's learning and development, under the guidance of the Early Years Learning Frameworks and the National Quality Standards. Educators achieve this by facilitating small and large group teacher-led and child-initiated experiences.

This Parent Handbook provides valuable information about TCC's 3-year-old Kinder program and will help you to prepare for your child's learning journey. It will also provide you with important information and dates that lays the foundation for your child's learning and development throughout the year. It will provide you with an insight into the typical daily routine within your child's 3-year-old Kinder program. TCC has an open-door policy, where families are welcome to visit and contribute to our enriched 3-year-old Kinder program at any time.

Our 3-year-old Kinder educators look forward to collaborating with you as partners in your child's learning, development and over all education. The best experiences for children happen when there is a strong partnerships between a child's family and educators. An appreciation of each other's knowledge and experience, together with shared goals/aims, will only enrich your child's individual learning journey.

We trust that your child will feel happy and secure in our 3-year-old Kinder environment and be stimulated by the variety of activities and learning experiences we provide.

Please keep this Handbook in a safe place as it will be a valuable resource for your family during the year. If you have any questions, we are here to support your child's learning journey and can assist accordingly.

TCC'S RAP

TCC has an active Reconciliation Plan (RAP) which aims to promote Reconciliation in our Community.

It reflects upon our short- and long-term 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 in the TCC foyer.



Our Policies

All our policies are available in the 'Policy Manual' located in the foyer. Please feel free to refer to this at any time.

Introduction to Tatura Children's Centre

Tatura Children's Centre is a community managed Centre, with places for 105 children. The Centre features four different aged rooms; Nursery, Toddler, 3-year-old Kinder and 4-year-old Preschool. The Preschool room is in the separate building at the front of the Centre and can be accessed via its own fenced yard or from the Centre itself.

3-year-old Kinder room operating hours in 2026

Funded Preschool Program

Monday and Wednesday
(Blue group)
8:30am to 4:00pm

and

Tuesday and Thursday
(Purple Group)
8:30am to 4:00pm

or

You can choose long day care on these days which means your child can attend anytime between 7:30am and 6:00pm.
TCC closes at 5:30pm on Friday

Accounts and Fees

Any accounts and 3-year-old Kinder correspondence will be emailed to your nominated email address.

All accounts are payable online only.

TCC is a participating Service in the Governments "Free Kinder" initiative. Therefore, 3-year-old Kinder is free for term attending children and a Government approved subsidy is placed onto your account at the start of each term if you are a long daycare attending child in our 3-year-old Kinder program.

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.

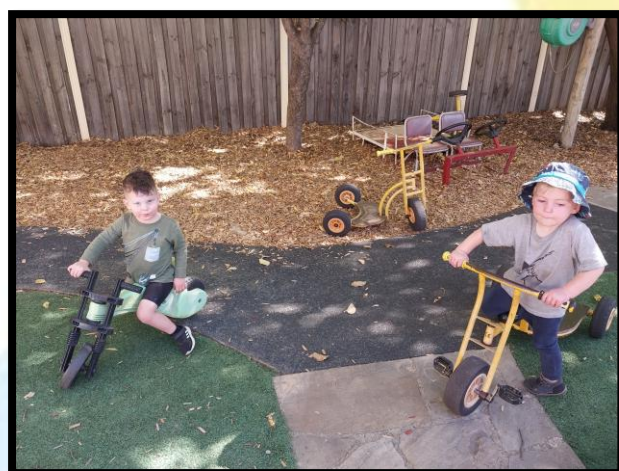


3-year-old Kinder Routine

Time	Routine activity
8:30am	Kinder begins (Monday to Thursday)
9:00am – 9:10am	Welcome group session (children will participate in a role call and daily calendar/ weather chart)
9:10am-10:00am	Indoor/outdoor play
10:00am-10:30am	Morning fruit break (all together)
10:30am-11:30am	Indoor\Outdoor Play
11:30am – 12:00pm	Intentional/ meaningful group session (may consist of group games, story time, experiments, music/movement and educational clips/ videos on ICT's)
12:00pm – 12:30pm	Lunchtime (all together)
12:30pm – 2:30pm	Indoor/outdoor play
2:30pm – 3:00pm	Yarning circle group session (children's opportunity to share their voice, through photos, ideas and knowledge)
3:00pm – 4:00pm	Afternoon tea and packing bags (children pack their bags with educator support) Indoor\Outdoor Play
4:00pm	Kinder concludes (Monday to Thursday)
4:00pm – 5:15pm	Indoor play (Tidy up and reset play spaces)



Family grouping for LDC children occurs in the Toddler room before 8:00am and after 5:15pm.



3-year-old Kinder Term Dates 2026

Term 1- Wednesday 28th January to Thursday 2nd April

Wednesday	7 th January	Centre reopens (Long Day Care only)
Wednesday	21 st January	Parent/Educator interviews
Thursday	22 nd January	Parent/Educator interviews
Monday	26 th January	Australia Day- Centre closed
Wednesday	28 th January	Blue Group Term 1 starts
Thursday	29 th January	Purple Group Term 2 starts
Monday	9 th March	Labour Day- Centre closed
Wednesday	1 st April	Blue Group Term 1 ends
Thursday	2 nd April	Purple Group Term 2 ends
Friday	3 rd April	Good Friday- Centre closed
Monday	6 th April	Easter Monday- Centre closed

Term 2- Monday 20th April to Thursday 25th June

Monday	20 th April	Blue Group Term 2 starts
Tuesday	21 st April	Purple Group Term 2 starts
Day TBC	May Date TBC	TCC PD Day- Centre closed
Monday	8 th June	Kings Birthday- Centre closed
Wednesday	24 th June	Blue Group Term 2 ends
Thursday	25 th June	Purple Group Term 2 ends

Term 3- Monday 13th July to Thursday 17th September

Monday	13 th July	Blue Group Term 3 starts
Tuesday	14 th July	Purple Group Term 3 starts
Wednesday	16 th September	Blue Group Term 3 ends
Thursday	17 th September	Purple Group Term 3 ends
Friday	Date TBC (Friday before AFL grand final)	AFL Grand Final- Centre closed

Term 4- Monday 5th October to Tuesday 15th December

Monday	5 th October	Blue Group Term 4 starts
Tuesday	6 th October	Purple Group Term 4 starts
Monday	2 nd November	Centre closed
Tuesday	3 rd November	Melbourne cup- Centre closed
Tuesday	8 th December	Victorian Recognised Transition Day 3-year-old Kinder closed until 1pm
Monday	14 th December	Blue Group end of term concert and Term 4 ends
Tuesday	15 th December	Purple Group end of term concert and Term 4 ends
Wednesday	23 rd December	Centre closes at 1:00 pm

TCC 3-year-old Kinder
Excursion- Both groups, date
to be advised.



Parent/Educator interviews

Before your child commences 3-year-old Kinder, we will offer you a Parent/Educator interview. This is an opportunity for us to have a more specific discussion with you and your child about your child's development and set goals for your child during 2026. An 'interview time sheet' will be available on Orientation Day located near the 3-year-old Kinder Room door during December 2025.

General information

Arrival and departure:

All families are given login details to the TCC's iPad, located in the foyer. Signing your child in and out daily is a legal requirement for Guardians and TCC, late fees (as indicated in your Centre Family Handbook) apply if you are late (4:00pm for 3-year-old Kinder Term only children and 6:00pm for Long Day Care children. We close at 5:30pm on a Friday). If you would like to pick up your child earlier, please let us know so that their bag and belongings can be packed and ready.

3-year-old Kinder Term Only:

Parents are asked to stay in the foyer until 3-year-old Kinder begins at 8.30am at which time you are then welcome to enter the room.

Long Day care only:

The 3-year-old Kinder room opens at 8:00am. Long Day Care children and their families are welcome to enter the 3-year-old Kinder room after this time. Children who arrive prior to this time, are included in family grouping situated in the Toddler Room. A 3-year-old Kinder educator will collect the children from the Toddler room to commence their day in the 3-year-old Kinder room. At the end of the day, the children are returned to the Toddler room at 5:15pm for family grouping.

Medical conditions

If your child has a medical condition (especially asthma or anaphylaxis/food allergy), please discuss this with the 3-year-old Kinder educators. While it is a section included on your child's enrolment form, we will ensure any extra individual needs will be tailored for you in the 3-year-old Kinder room.

Collection of children

Only the child's legal parent/guardian listed on the enrolment form can have access to your child. Parents/guardians can nominate other people to collect their children on the enrolment form or during the year at the TCC office.

Parents are to inform educators if an authorised person will be collecting their child on a specific occasion. 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 onto 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. The 3-year-old Kinder educators will be able to show you where the lost property box is.

Photographs/media

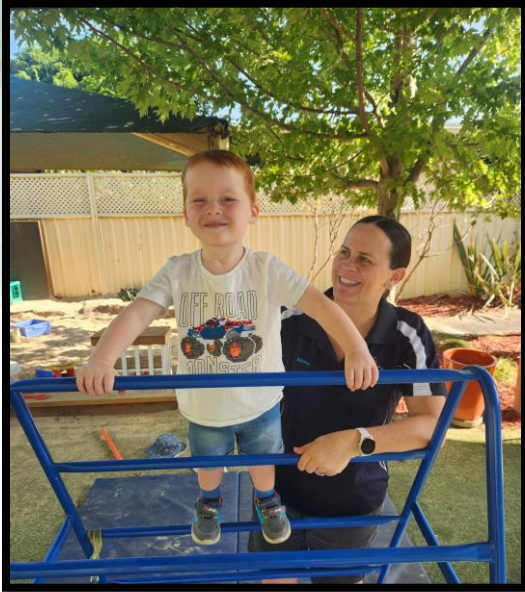
There may be times when local media agencies (newspaper/ bulletin) will visit our 3-year-old Kinder to take footage or photographs of the children. Only families who have given consent on the TCC enrolment form will be photographed. Parents will be notified before any external publications are to occur. Throughout the year, educators will also 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.



3-year-old Kinder Early Childhood Teachers

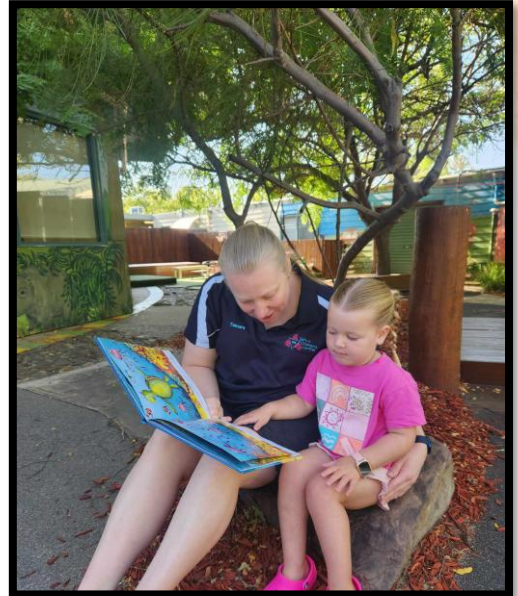
3-year-old Kinder Teacher: Blue Group

Alisha



3-year-old Kinder Teacher: Purple Group

Tamara



3-year-old Curriculum

Our 3-year-old Kinder curriculum offers a range of child-initiated and educator-initiated play-based learning experiences. The program flows from the child's ideas, interests and experiences indicated by parents via email and together with educator observations. In 2026, TCC will be introducing a secure online learning and documentation platform. Families will be able to access this through an app, where children's learning and development can be visible through photos and documentation. Educators look forward to communicating children's learning as it happens in the moment.

Early Years Learning Framework

The 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.

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 & Communication.

Each of the 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.

10 Key Learning/Curriculum Areas

The following learning areas will be incorporated into the 3-year-old Kinder daily curriculum. TCC 3-year-old Kinder program supports the children's learning and development through a range of play-based learning approaches that are evident throughout the curriculum areas identified below.

1. Health and Physical Education

Active play and healthy eating is promoted daily through intentional learning opportunities and spontaneous discussions with the children, along with our large open outdoor environment for children to explore.



2. Cooking

The 3-year-old Kinder educators implement real life learning opportunities into the program such as cooking. Cooking promotes opportunities to build a child's confidence and creativity, communication skills, a great sensory experience, builds relationships, promotes cooperation and sharing and basic literacy and reading concepts.



3. Transition and orientation to Preschool

3-year-old Kinder teachers work in partnerships with the 4-year-old Preschool teacher to integrate positive orientation sessions throughout term 3 and 4. This collaboration ensures a smooth transition for your child to 4-Year-old Preschool.



4. Language and Literacy

Oral Language and Literacy form the foundation of communication throughout play-based learning opportunities, which play a crucial role in the development of young children. Evidence of this is through story time, visiting the library, dance, music, drama, visual and media arts.



5. Games and construction

Construction play for 3-year-olds has significant cognitive benefits, particularly in the areas of mathematics, problem-solving, and shape recognition. This promotes S.T.E.A.M concepts for children to develop higher order thinking, specifically critical thinking, creativity, communication, and other skills.

Throughout the program educators use intentional teaching methods such as games, floor puzzles, music and dance to support small collaboration work and further develop higher order thinking skills.



10 Key Learning/Curriculum Areas Continued

6. Intentional group times

Educators use embedded intentional group times as part of the daily routine to support the children's holistic learning and development. These group times are deliberate in supporting your child to deepen their knowledge and understanding within the world around them.



7. Music and movement

Music and movement promotes physical, social, emotional and cognitive development. We encourage children to explore cultures through music, interactions with others and to investigate new sounds and tones.



8. Sensory play

Sensory play encourages learning through exploration, curiosity, problem solving and creativity. It helps to build nerve connections in a child's brain as it stimulates their senses and influences how they learn about the world around them. It also helps children express their emotions, connect with peers and engage in shared play experiences.



9. Community engagement

TCC educators strive to build effective partnerships within the local community. This supports the children's identity as they develop a sense of belonging and are given opportunities to approach new environments with confidence.



10. STEAM learning

Educators integrate S.T.E.A.M into the children's daily play across the 4 terms. This supports the children in developing their problem solving, creativity and critical thinking skills. We will explore these themes in our experiences and group times and will encourage all children to engage, critically reflect and to problem solve as individuals and as they support their peers.

S- Science

T- Technology

E- Engineering

A- Art

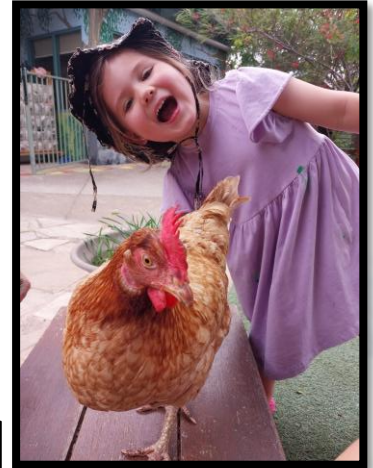
M- Mathematics



Chickens

At TCC the 3-year-old Kinder have two resident chickens they share with the 4-year-old Preschool. Having chickens in the learning environment gives children the opportunity to observe, interact and learn about animals. It can be a valuable part of a child's education and care experience, that enriches their learning about nature, ecology and relationships. Through this intentional practice children are supported by their educators to develop an awareness of the impact of human activity on the environment and the interdependence between land, people, plants and animals.

This is evident as children feed the chickens their meal scraps then cook with the chickens eggs. Often educators will facilitate cooking experiences for the children within the room or send the eggs home with the children to enjoy with their families.



4-year-old Preschool Readiness

3-year-old Kinder teachers at TCC are professionally trained in all aspects of child learning and development, to maximize your child's potential and to develop a foundation for their success in future learning. This supports children to confidently work towards reaching their age-appropriate milestones, in preparation for Preschool, through routine expectations and skills to be independent. Educators in the 3-year-old Kinder room are committed to equality, believing in all children's ability to succeed while extending and enriching your child's learning. These practices are guided by the National and Victorian Early Years Learning and Developmental framework. Educators observe your child's needs, strengths and challenges in the context of their family and as part of the group. Educators will create, plan and set up a program to scaffold and inspire curiosity and build skills, confidence and independence in all children.



Individual programming

As Early childhood professionals we will assess, reflect and plan for each individual child. Educators in the 3-year-old Kinder room achieve this through gathering information that supports, informs, assesses and enriches children's learning and development. TCC management provides appropriate staffing arrangements to enhance children's learning and development through an adequate amount of time off the floor to reflect and forward plan on children's needs, interests and developmental areas. Your child's progress will be documented using TCC's online learning platform. Each observation will provide a wonderful reflection of your child's learning journey across a 12-month period.

Small group programming

Incorporating small group activities into the program is essential in developing a child's cooperation and teamwork skills. Through small group play, children can share ideas, listen to their peers' perspectives and actively contribute to shared learning experiences.

Small group times occur regularly throughout the day and at times in a spontaneous manner. We introduce new concepts and will explore these ideas further, so the children's learning is meaningful and enriched with new discoveries and understandings.



Large group programming

Large group experiences are an intentional teaching opportunity for educators to facilitate important information or new ideas to develop the children's understanding and knowledge, based on interests, strengths and needs of the group. This will be evident through group games, visual learning, music and movement, health and wellbeing and language development experiences. It will also assist in developing the children's public speaking, concentration, confidence and language skills.



Staying Healthy together Program

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). More suggestions for a healthy lunch box can also be found at <https://heas.health.vic.gov.au/wp-content/uploads/2023/04/pick-mix-lunchbox-poster-1.pdf>



TCC'S "Nude food" Program:

TCC has adopted a 'Nude food' initiative. This means we are encouraging all food products bought into TCC are to be in reusable containers or lunchboxes. By reducing the number of wrappings within the Centre we are aiming to educate children about looking after the world in which they live and embedding sustainability practices. Please refer to TCC's sustainability policy for more information on sustainability initiatives.

Suitable food items to bring to 3-year-old Kinder:

Fruit- kiwi fruit, sultanas, bananas, apples, pears, stone fruits, grapes, oranges, mandarins, berries, dates, watermelon, rockmelon or pineapple.

Vegetables- celery, carrot, avocado, mushrooms, garden salad, capsicum, tomato, olives, corn cobs, cucumber or coleslaw.

Bread- rolls, wraps, pita bread, English muffins, fruit bread, crumpets, sandwiches, pikelets, rice/corn thins, cooked fried rice or pizza slices.

Other- cheese, dips, biscuits, plain popcorn, yoghurt, custard.

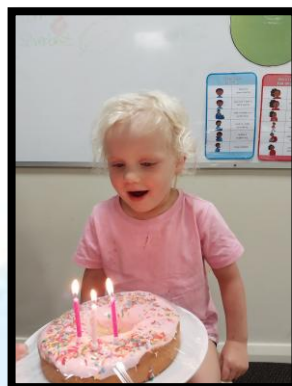
Unsuitable foods to bring to 3-year-old Kinder:

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

Please note we are a WATER ONLY in their drink bottles.

Birthday cakes:

Families are welcome to purchase a Birthday cake (from a registered business) for their child's special day. We ask that you please bring **two** cakes in to ensure we have enough for all the children to enjoy. The cakes must include a list of ingredients and the date it was purchased. We also welcome cake mix so we can cook your child's birthday cake with them.



Commencing 3-year-old Kinder

Settling in:

During the first few days, your child may need support with settling into their new Kinder environment. Your child's educators will support you to establish a smooth transition by greeting your family on arrival and providing you with information about your child's day on departure. Some children take longer to settle than others so if you have any concerns, please do not hesitate to speak to an educator.

What your child needs to bring:

- A medium sized backpack containing a complete change of clothes including shoes, socks and underwear.
 - A wide brimmed sun hat (Terms 1 & 4)
 - A jumper, jacket or coat (when appropriate)
 - A water bottle
- A packed lunchbox (Morning tea/ lunch/ afternoon tea and late snack).

All items should be clearly labelled with your child's name.

Clothing and footwear:

The clothing your child wears to Kinder should allow them to move freely within the environments, weather appropriate and Sun Smart. This includes clothing with sleeves (no strap tops or dresses, please refer to TCC's Sun Smart policy).

While art smocks are supplied, they don't always keep clothes safe. In winter, outdoor play is still encouraged, therefore jackets are needed for participation. Your child also requires appropriate footwear to support safe physical activity requirements, such as Runners, shoes or closed toe sandals. Please no thongs or crocs.

TCC Sun Protection practices:

Tatura Children's Centre follows their service's Sun Smart Policy and practices as per Education and Care Services National Regulations. Educators ask all parents to please supply their children with a **Wide brimmed** sun hat. Hats must be worn in term 1 and term 4 during, from September through to April. We follow a 'no hat, no play' policy, this means if your child does not have a suitable sun hat, they will need to play indoors.

Hats can be left at Kinder in your child's hat pocket (all hats are washed weekly). TCC provides 50+ sunscreen to the children, and this is applied 20 minutes before the children enter the outdoors every 2 hours.

TCC 3-year-old Kinder uniforms

TCC has 3-year-old Kinder polos available to purchase. These are located in the foyer. This supports the children to develop a sense of belonging to their TCC community and prepares them for Preschool and ultimately school. Uniforms are not mandatory but given the daily wear and tear on their clothing they are recommended.

- TCC polos \$25 (sold at cost price).
These are available in 3 colours.



Family Engagement and participation

Children are more likely to reach their full potential when their educators and families form strong collaborative partnerships. In the 3-year-old Kinder room this will be evident when parents and educators exchange information regularly. At TCC we acknowledge families are a child's first teacher. We encourage you to participate in all aspects of your child's learning such as the routines and daily programming. When educators and families build collaborative partnerships, they are supporting the children's learning and development through consistent and relevant information and strategies.

Examples of how families can contribute are,

- Sharing ideas to enhance your child's current interests.
- Sharing photos of weekend happenings, special events or holidays.
- Supplying TCC with recycled materials, used books, toys and household items.
- Sharing individual hobbies, talents and special interests with the children such as art, music, cooking, gardening, sewing or storytelling.
- Participating in excursions.



Communication with Families

Your 3-year-old Kinder teachers will communicate with you regarding the curriculum and important notices in the following ways:

- Daily interactions
- Regular emails
- Displays in the room
 - Handouts
- Parent/educator interviews
- TCC's closed Facebook group
- TCC's online learning and documentation platform



Incursions and Excursions in 3-year-old Kinder

Excursions and Incursions at TCC form part of our educational program and provide valuable opportunities for children to explore their wider Community. We believe, that as children grow, it is important to introduce them to different cultures, experiences and environments that will develop skills for life. Therefore, during your child's 3-year-old Kinder year, we will promote hands on learning opportunities, that promotes a sense of curiosity and appreciation for their world around them.

Excursions that occur throughout the year:

- Tatura Library (Rhyme time & Free Reading)
- Local stores (Supermarket, Post Office, Bakery)

Incursions that occur throughout the year:

- Flying Bookworm
- Ditto – Bravehearts
- Responsible Pets
- Melbourne Museum
 - Recycle Man
- Tatura Primary School (Band)
- GV Water (Smiles for miles)

