

PARA VISTA PRESCHOOL

Handbook



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PARA VISTA SA 5093

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www.paravistacpc7.sa.edu.au

WELCOME TO PARA VISTA PRESCHOOL

Para Vista Preschool is a government school-based preschool that caters for children who are four years of age before 1st May in the year before they start school. Children are able to access a government preschool for one year. If you are uncertain about the best time for your child to attend preschool, or feel your child may benefit from delaying starting preschool until the following year, please talk to the preschool teachers about your options.

At Para Vista Preschool we offer sessions Monday to Friday 8:45am - 2:45pm.

Children can attend a range of session combinations, including full days and half days.

How to enrol

Submit a 'preschool registration of interest' form at the preschool or school office. All government preschools will prioritise enrolment applications for children living within the preschool's local catchment area. Refer to www.education.sa.gov.au/findaschool to determine if our centre is in your local preschool catchment area.

Where there are more children seeking to enrol than places available, the preschool will allocate places using the department's priority of access criteria. You can ask the preschool teachers or school leadership for more information about this.

Timeframe for offers

At the beginning of August (early in school term 3) there will be a first round of offers to families of preschool-aged children who live within the preschool's local catchment area.

If you are offered a place, you will receive a letter or email from the preschool. To accept the offer and secure the place, you will need to reply within the timeframe requested, and complete the 'preschool enrolment form'. At the time of enrolment you will be asked to provide evidence of your child's date of birth, residence and immunisation status.

A second round of enrolment offers will commence in the beginning of September to families not living in the local catchment area, if vacancies are available.

If more children are seeking to enrol in our preschool than places available, some families will be offered a place in a nearby preschool. When accepting an enrolment offer, you can request to remain on the enrolment registration list at your preferred preschool. This means you will be contacted if a place becomes available before the beginning of the school year.

For further information visit Department for Education | Starting preschool.

Preschool Program

The educational program at Para Vista Preschool is a developmental, play based program based on the National Early Years Learning Framework for Australia – Belonging, Being & Becoming.

There is a focus on the learning outcomes-

Children

- Have a strong sense of identity
- Are connected with and contribute to their world
- Have a strong sense of wellbeing
- Are confident and involved learners
- Are effective communicators

Children develop and learn at their own rate through a wide variety of enjoyable play based learning activities. Each session includes whole group, small group and individual learning opportunities. Children participate in a wide variety of literacy & numeracy experiences, through stories, rhymes, games and intentional learning activities. Learning experiences include: painting, writing, drawing, cutting, play-dough, manipulative and construction materials, puzzles, reading and dramatic play. Examples of outdoor learning opportunities include sand and water play, ball games, climbing and balancing apparatus and imaginative play. We have an emphasis on nature play where children can manipulate “loose parts” through their play. Children are also able to enjoy natural cubbies under the canopies of trees and have fun in the mud kitchen. Group times provide opportunities for the children to listen to stories, sing songs and participate in games that help develop comprehension, literacy, numeracy and social skills.

Assessment / Reporting

We report to parents through summative reports, interviews, newsletters, informal conversations, individual learning journeys, and notice boards. We collect work samples and photos which show your child's achievements. Children have a learning journal (in the form of a book) which documents learning stories and samples of work such as drawings, art work, mark making, or photos of them participating in a group activity.

The weekly program is displayed in the centre. The teaching staff are happy to discuss the learning program with you and seek parent input to ensure the program captures children's interests.

Notification of Absences

Parents are requested to advise the preschool of absences by phoning 8264 9588 or speaking to a preschool staff member. If your child is not well, we ask you to keep them home until fully recovered.

Arrival and collection of children

In the interest of safety, we ask that each child be brought into the preschool at the beginning of a session and collected promptly at the conclusion. All children must be brought and collected by a known adult or OSHC worker. For safety reasons we ask that older primary or secondary school siblings do not drop off or pick up preschool children. A phone call (82649588) needs to be made to notify of any changes of routine. If a different adult is to collect your child, please enter the details into the sign in book and let a staff member know.

OSHC

The Para Vista Out of School Hours Care program is available to preschool children for before or after a preschool session or school holidays. Preschool children will be accepted into OSHC if they meet the following requirements:

- The child has been attending the preschool for at least five weeks or has previously attended childcare.
- The child is happy and confident in attending OSHC.
- The family has an older sibling at OSHC or will be attending OSHC when they begin school.
- The service can adequately meet the needs of the child i.e. toileting.

During the school term the OSHC is available between 6:45-8:45am and 2:45-6:00pm. An OSHC staff member will drop off and collect the preschool children who use the service.

Parking and Gates

Zoned parking is available in the roads surrounding the school. Please be mindful of council signs as there are time restrictions in some areas. The school car park is for school staff only and is out of bounds for students due to safety reasons. We also ask that you ensure the preschool gate has closed securely when you enter and exit the preschool.



What to bring

Healthy eating is encouraged at Preschool and the children have scheduled eating times. If they are staying all day they are required to bring morning fruit (or healthy alternative), lunch (inside a named container which will be kept in the fridge) and afternoon fruit (or healthy alternative such as carrot sticks or cheese). If they are attending for a half a day they will only be required to bring one healthy snack to eat during the fruit break time.

All children are asked to bring a labelled drink bottle filled with water, a sun safe hat (which can be purchased from the preschool) and spare clothes.

Fees

Preschool fees are \$85.00 per term.

Payments made using cash may be given to the preschool, otherwise the school office will accept cash or card payments. You may wish to pay fees by instalments or pay upfront for the full year. There is a 5% discount when the full year preschool fees are paid up front. School Card does not apply to Preschool aged children. Please see staff for further details on fees.

Families Involvement and Communication

Families are the first and most important educators in children's lives. We encourage you at all times to continue your involvement in your child's early learning experiences outside the home. You are welcome to observe, join in or help in the preschool or volunteer in the school. This could include helping with a small group activity, cooking, gardening or volunteering in the canteen or library. We encourage parents to consider becoming a representative on the school Governing Council.

To keep up to date with the latest preschool news parents are encouraged to join the preschool Edmodo group, Para Vista School Facebook page, Skoolbag app and check your child's preschool pocket regularly for notes.



Clothing

Please send your child in suitable clothes so that they are able to fully participate in our preschool program. This may include jumping, climbing, rolling, painting or going in the sandpit or mud kitchen. On hot days we also offer water play. We ask that spare changes of clothing are provided. For safety reasons thongs and shoes with wedge heels are not suitable for preschool.

As per the Para Vista Preschool skin protection policy children are required to wear a sun safe hat if the UV is 3 or above. For this reason, we ask that your child brings a hat to each session (in case the UV is over 3). Hats can be purchased for a cost of \$7.00. Para Vista Preschool T-Shirts in 4 colours and starting at size 4 can also be purchased at the preschool. Art smocks are provided and we welcome assistance with the laundering of the these.

Library Borrowing

At Para Vista School and preschool we encourage a love of reading. As part of our literacy program preschool children are able to borrow books from the school library. The visits to the library are incorporated into a preschool session. Children will receive assistance with the book borrowing process. When the books are being returned we ask that they be left in a named library bag and placed in the preschool library box.

Your child will appreciate having the book read to them not just once but many times. An early introduction to books will motivate interest and desire to read. Reading stories should be a fun and enjoyable sharing time with your child. Library bags can be purchased at the Preschool for a cost of \$3.00.



Playgroup

Children under four years of age and their parents or carers are welcome to participate in playgroup. This occurs at Para Vista Preschool on Thursdays 8.45 – 10.30am.

Playgroup is an opportunity for you and your child to meet other children and carers in a happy and relaxed atmosphere. If you would like to attend playgroup, please contact the preschool staff.

Pre-Entry

Pre-Entry is a 'transition to preschool' program offered to children in the term before starting preschool. Pre-Entry enables children to integrate into full time Preschool life with more confidence. For some children this may be the first time away from home. By attending these sessions they become comfortable with the staff and surroundings. A parent information visit is offered at the first pre-entry session, which is an opportunity for parents to meet with preschool staff. Children that are enrolled to begin preschool will be sent a letter regarding this transition program. Pre Entry costs \$15 and includes a hat.

Transition to Para Vista School

At Para Vista School we offer extended transition visits that include opportunities to play in a 'transition room'. Parents are encouraged to join in 'meet and greet' sessions where they can meet other parents, the leadership team, the reception teachers and can talk about what they can expect from the first year of school. The transition program is designed to facilitate a smooth transition from Preschool to Para Vista School. Families are welcome to arrange a tour of the school and discuss the ongoing education program and opportunities from preschool through to the school years.

Additional Needs

Children with developmental, learning or speech and language needs will be supported to participate on the same basis as their peers. This may include adjustments that are agreed upon between the child's parents and preschool teacher. If there are any reports from paediatricians or a support service, then parents are asked to provide a copy to the preschool.

Term Dates

	2019	2020	2021
TERM 1	29 Jan-12 April	28 Jan – 9 April	27 Jan – 9 April
TERM 2	29 April – 5 July	27 April – 3 July	27 April – 32 July
TERM 3	22 July – 27 Sept	20 July – 25 Sept	19 July – 24 Sept
TERM 4	14 Oct – 13 Dec	12 Oct – 11 Dec	11 Oct – 10 Dec