

Preschool Dates

	Term 1	Term 2	Term 3	Term 4
2026	27 January to 10 April	27 April to 3 July	20 July to 25 September	12 October to 11 December
2027	27 January to 9 April	26 April to 2 July	19 July to 24 September	11 October to 10 December
2028	31 January to 13 April	1 May to 7 July	24 July to 29 September	16 October to 15 December
2029	29 January to 13 April	30 April to 6 July	23 July to 18 September	15 October to 14 December
2030	29 January to 12 April	29 April to 5 July	22 July to 27 September	14 October to 13 December

Policies and Procedures

The following site policies and procedures are available in the folders near the sign in register. Department Policies are also available on the Department for Education Website: <https://www.education.sa.gov.au/departments/policies-and-legislation/departments-policies>

- Statement of Philosophy
- Health Food Supply and Nutrition
- Sun Smart
- Water Safety
- Sleep and Rest
- Safe Arrival
- Interactions with Children: Positive Behaviour Code
- Safe use of Digital Technologies and Online Environments
- Toileting and Nappy Procedure



PARA VISTA PRESCHOOL Handbook



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www.paravistaps.sa.edu.au

Acknowledgement of Country

We acknowledge this land is the traditional lands for the Kaurna people and that we respect their spiritual relationship with their country. We also acknowledge the Kaurna people as the custodians of the Adelaide region and that their cultural and heritage beliefs are still as important to the living Kaurna people today. We also pay respects to the cultural authority of Aboriginal people visiting or attending from other areas of South Australia / Australia.

Para Vista Preschool Intakes

Para Vista Preschool is a government school-based preschool. All preschool children will receive 600 hours of preschool across 4 terms. Your child can attend preschool for up to 15 hours a week.

Term 1 2026 – January intake

Children who turn 4 years old before 1 May 2026 can start preschool at the beginning of the year. They will then start school in term 1 2027.

Term 3 2026 – July intake (mid-year)

Children who turn 4 years old between 1 May to 31 October 2026 can commence preschool at the start of term 3. Children starting preschool in the 2026 mid-year intake, will complete terms 3 and 4 in 2026 plus terms 1 and 2 in 2027. They will then start school in term 3, 2027 for the mid-year intake. If you are uncertain about the best time for your child to begin preschool, or feel your child may benefit from delaying starting preschool please talk to the preschool staff about your options. If your child is Aboriginal, Torres Strait Islander or under guardianship (in care) they are eligible for 15 hours of preschool after they turn 3 and will also be eligible for 15 hours per week of preschool in the year before they start school.

Enrolling your child

To enrol your child for preschool at Para Vista Preschool, follow the steps below.

1. Submit a registration of interest form at the preschool or the school office.
2. If a place is available for your child, an offer letter will be sent to you. To secure the place, reply within the timeframe outlined in the letter.
3. After accepting the offer, complete the preschool enrolment form ensuring you provide evidence of your child's date of birth, residence and immunisation status.

Please note placement priority is allocated to children living within our catchment area. You can check Para Vista's catchment area by visiting www.education.sa.gov.au/findschool



Notification of Absences and illnesses

Parents are requested to advise the Preschool of absences by phoning 8264 9588 or sending a message via Seesaw. If your child is not well, we ask you to keep them home until fully recovered. If your child becomes ill at preschool you will be contacted to collect your child. We will provide first aid for minor injuries.

Arrival and collection of children

In the interest of safety, each child is to 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 (8264 9588) needs to be made to notify of any changes of routine. If a different adult is to collect your child, please let a staff member know at sign in or via a phone call. This adult will be required to provide photo identification in order to pick up the child. Zoned parking is available in the roads surrounding the school.

Transition to Para Vista School

At Para Vista School we are committed to supporting children and families for a smooth and positive transition from preschool to school. Your child will participate in two formal transition visits to the school during which they will have the opportunity to engage in classroom spaces, the outdoor environment and experience the school learning program. These visits are designed to help children feel comfortable and confident as they prepare for their first year of school.

During this time, parents are invited to attend a parent information session which provides an opportunity to meet other parents, the leadership team and includes information about what to expect from the first year of school. Families are encouraged to contact the school to attend a guided school tour where they can meet the leadership, tour the learning spaces and have their questions answered.

Out of School Hours Care (OSHC)

The Para Vista OSHC program is available to preschool children for before preschool (7:00am-8:30am) or after a preschool session (3:00pm-6:00pm) and school holidays. An OSHC staff member will drop off/collect the children who use the service. Preschool children will be accepted into OSHC if they meet these requirements:

- The child is happy and confident in attending OSHC.
- The child 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. fully toilet trained

Please see preschool staff or contact OSHC (0408 196 535) for enrolment forms.

What to bring

Your child needs to bring these items each day. **All belongings must be labelled.**



- **Bag / Backpack**

- **Broad brimmed, legionnaire or sun-safe hat** (without chin straps)
Children are required to wear a sun safe hat if the UV is 3 or above.
Hats can be purchased at the school for \$8.00.



- **Wear suitable clothing** Dress your child in sun smart clothing (clothing must cover shoulders) so they are able to participate in our preschool program which includes active, messy play. Preschool T-Shirts (sizes 4-10) can be purchased at the school for \$12.00.



- **2 full sets of a change of clothes** Please provide 2 full sets of extra clothes (top, pants, socks, shoes and underwear) so children can change if involved in water or messy play.

- **Suitable shoes** Provide suitable shoes for running and climbing.
No thongs, heels or crocs. Shoes should be easy for your child to put on and take off themselves.



- **Drink bottle containing water**

- **2 healthy snacks** Please bring two healthy snacks - one for morning and another for the afternoon. These can be a piece of fruit, vegie sticks, yoghurt or cheese and crackers.



- **Packed lunch** Please provide a healthy, balanced lunch in a named container.

- **Library Bag.** We visit the Para Vista school library to borrow books.
Please provide a named library bag to care for our books.



What not to bring

Please do not bring these things:

- **Nuts and foods containing nuts**
- **Unhealthy food or drink** (lollies, chocolate and fizzy drinks or cordial)
- **Toys from home**
- **Birthday cakes.** As per our Healthy Food Supply and Nutrition Policy we do not allow birthday cakes at preschool. A small gift such as a sticker, pencil or balloon to share with children is acceptable. You can also purchase the Birthday Bucket of Ice-blocks from the school canteen. Please talk to staff prior to your child's birthday.



Immunisation Requirements

Children can only be accepted into a government preschool if they meet the immunisation requirements and provide up to date immunisation records at the time of enrolment. Immunisation details can be found on the Department for Education website www.education.sa.gov.au or through SA health www.sahealth.sa.gov.au.

Transition Visits

We offer 2 transition visits to children in the term before starting preschool. Children who are enrolled to begin preschool will be sent a letter regarding this transition program.

These visits enable children to integrate into preschool life with more confidence. By attending these sessions they become comfortable with the staff and surroundings.

A parent information session is also held during transition which is an opportunity for parents to meet with preschool staff and learn about the routines.

Parents or carers are required to stay with their child in these transition sessions to support the preschool experience.

Special Rights

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.

If your child has a medical condition, additional forms may be required.



Family Involvement

Families are the first and most important educators in children's lives. We encourage you to continue your involvement in your child's early learning experiences outside the home. You are welcome to volunteer in the school and preschool. 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. Have a chat to us about how you can get involved.

Session Times

Preschool Program

Monday	Tuesday	Wednesday	Thursday	Friday
8.30 am to 3.00 pm	8.30 am to 3.00 pm	8.30 am to 12.30 pm (Fortnightly)	8.30 am to 3.00 pm	8.30 am to 3.00 pm

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 5 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 pace through a variety of play based learning activities. Each session includes whole group, small group and individual learning opportunities. Children participate in a variety of literacy and 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. 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 include stories, songs and games that help develop comprehension, literacy, numeracy and social skills.

Assessment / Reporting

We communicate with families about their child's learning and development through summative reports, parent-teacher meetings, the Seesaw app and informal conversations. As part of our documentation process, each child has a learning book which has work samples, learning stories and photos that highlight your child's achievements

The daily program is displayed within the centre. We encourage you to speak with our staff about the learning program and to share your input. Collaborating with families ensures our program reflects each child's interests, supporting their engagement and growth.

Communication

To keep up to date with the latest preschool news, parents are connected to our Seesaw app, have access to Para Vista digital newsletter, Para Vista school Facebook page and information located on the notice board. Parents are also asked to check their child's preschool pocket regularly for notes.

Fees

Preschool fees are set at \$400 for the year. The school office will accept cash or card payments. Alternatively payment can be made via the Qkr! App or bank transfer. You can choose to pay fees by instalments or pay upfront for the full year. School Card does not apply to Preschool aged children.

Safety

In accordance with our 'Safe use of Digital Technologies and Online Environments' procedure we request that all parents and caregivers refrain from using personal electronic devices, including phones, tablets, and iPads, while on-site at the preschool. Additionally, we ask that you do not take photos or videos of any children other than your own, ensuring we maintain privacy and security for all children in our care.

We ask that you ensure the preschool gates have closed securely when you enter and exit the preschool.

Community Hub

A Community Hub operates at Para Vista Primary School where people from many cultures come together to connect, share and grow. There are a variety of classes available including English classes, early years development and a toddler playgroup. The Hub operates Mondays to Thursdays 8:30am-3:00pm. Please contact Nilukshi Cooray on 8264 9588 for additional information.