



Clyde Fenton
Preschool
Long Day Care
2021 Handbook

Contact Details

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Programs

Preschool

1. 7:45am – 11:00am Monday – Friday

Preschool is free for 15 hours a week, subsidized by the Universal Access scheme.

Long Day Care (three programs available)

1. Full day 7:45am – 4:30pm
2. Morning 7:45am – 11:00am
3. After Preschool 11:00am -4:30pm

Day Care is a fee charging service, subsidized by the Child Care Subsidy scheme. Meals are provided for children in Day Care.

Fee Schedule

Preschool <i>Five Day and Two Day</i>	Long Day Care
\$60 per term per child Voluntary contribution Funds used for running costs of Preschool program Excursions covered	\$100 per day per child 7:45am – 4:30pm \$60 per day 11:00am – 4:30pm \$30 per day 7:45am – 11:00am \$100 during school holidays, no Preschool available. Families may be eligible for the Child Care Subsidy Late pick up fee of \$10 applies after 4:30pm



Welcome to Clyde Fenton

Interactions and education in the first five years of life shapes the person your child will grow to become. At Clyde Fenton, we look forward to nurturing your child's interests, strengths, needs and abilities to support their growth and development. Working together with parents and family, our aim is for your child to be happy and learning in an age appropriate way every day.

We are privileged to be sharing in this special time in your family and your child's life.

 Educational Leader

Clyde Fenton Philosophy

At Clyde Fenton, we believe every child is entitled to quality education and care. We endeavor to provide this by;

1. Being responsive to children's needs

Nurturing children's interests, needs, strengths and abilities forms the foundation of our program. Each child is considered when educators observe, plan, teach, assess, reflect and review. We believe that equity – rather than equality needs to be embedded at the core of our practice. We are flexible in our routine, allowing a responsive approach to the way we offer intentional experiences to children.

2. Implementing evidence based pedagogy in practice

Play is the work of children. We adopt this belief from the Early Years Learning Framework (EYLF) and the NT Preschool Curriculum. Play is not simply toys scattered around the room, rather a series of intentioned learning environments fostering curiosity, inquiry and developmental growth. The learning environments created are child centred and act as the "third teacher", which makes for engaged and successful learners.

3. Nurturing relationships with families

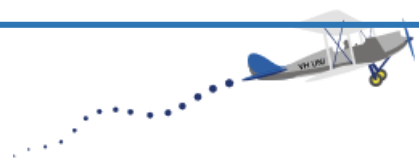
No two children are the same. At Clyde Fenton Preschool, we acknowledge this to be true of family structures as well. We embrace cultural and linguistic backgrounds and welcome all levels of family involvement. We aim to cater for the needs of each family, allowing the Preschool to truly reflect and suit the families that attend.

4. Collaborating with the community

Many hands make light work. We welcome all family members to contribute to our program. We also collaborate and have partnerships with local stakeholders, other services and families to give our children the best start.

5. Embedding socially and environmentally conscious practices

We also encourage environmental responsibility by recycling, composting, gardening and participating in water wise practices. It is so important that children understand how their practices affect the environment. In teaching children to respect and care for the environment, we hope to influence the way they choose to interact with the world.



Long Day Care Dates

Long Day Care operates 48 weeks of the year, providing continuity and flexibility to our families and children.

In 2020/21 Long Day Care will be closed for a period of four weeks, from Monday 21st December 2020 til Friday 15th January 2021. Day Care will be closed for the 2021/2022 year on Monday 20th December 2021.

Please additionally note that no Preschool is available during school holiday periods, therefore families needing care will be required to pay full day fees during these periods.

Authority to Sign in and Sign out

All children must be dropped off and picked up by an authorised person over 18 years old.

The authorised people to pick your child up must be listed on the “Authority to Collect” form as per the enrolment package. This form can be adjusted at any time. Children will not be released to siblings under the age of 18. Should an emergency arise and someone else needs to collect your child, please phone the Preschool on (08) 8973 3855 to provide verbal authority.

A sign in sheet is located near your child’s pigeon hole. Please sign your child in and out every day. This form is especially important as it notifies us of who will be collecting your child and acts as a roll in an emergency or evacuation.

Absence and Illness

If your child is unwell, we ask that you please keep them home until they are well. This will give your child time to rest and also prevent the spread of illness and infection.

If your child will be absent, please phone or email the school. It is important to remember to phone or email, so we can correctly mark the attendance roll in Preschool and bill the correct hours in Long Day Care.

In the event that your child becomes unwell at school, parents and guardians will be contacted as soon as practical. Emergency contacts may be used if parents and guardians cannot be reached.



Enrolment

Children who turn four **before** the 30th June are eligible to begin Preschool at the start of the school year. Children who turn four **after** the 30th June are eligible to begin Preschool on the day of their birthday. Children entering Preschool or Long Day Care must be toilet trained and able to manage themselves independently in the toilet.

Proof of date of birth, immunisation history and residential address are required on enrolment. Each family and child will need to attend an orientation day prior to commencement. Families starting during the year will be given an orientation interview by appointment with the Educational Leader to become familiar with the service routines.

Allergies and Intolerances

We may have children who present with allergies, intolerances or anaphylaxis. In this instance, we ask that you please respect any nutritional restrictions educators may impose.

If your child has an allergy or intolerance, please make educators aware of this before enrolment. Educators can then assess the environment for any potential risk and minimise this prior to commencement. Your child will not be able to start care until a management plan developed by the centre has been signed and actioned.

If your child has asthma or anaphylaxis, we ask that you provide an asthma or anaphylaxis management plan, written by your GP. Please also provide in date medication and any other information relevant.

Communication

Clyde Fenton has an “Open Door” policy, meaning that you can come in at any time and freely discuss any number of matters with educators. We encourage you to comment on the program, policies and procedures, learning stories, events and future plans.

We have a closed Facebook group (Clyde Fenton Preschool 2021) for all families to join. All notices, reminders and photos will be posted here in our efforts to become paperless. A term calendar will be given to each family.

There is a families spot on the program for you to add your feedback and comments. You can write anything—from how your child’s day was to what their new favourite thing to do at home is!



For Parents and Family

We love when families stay a while and contribute to our program. We know your child loves it, too. If you are able to spend some time at Preschool or Day Care, there is lots to do!

With your Child	For the Centre
Read a story or make a puzzle Dig in the sandpit or build with blocks Water and prune the garden Make a painting or box creation	Teach us your first language Bring in your pet or anything to look at Bring in any odd items for craft or play Spend the morning in the garden

What to Bring

- Medium backpack
- Water Bottle
- Packed snack (meals are provided in Long Day Care)
- Fruit to share
- Bucket hat (available to purchase from School)
- Spare clothes (underwear, shorts, shirt and socks)
- School uniform (available to purchase from School)

Please label all clothing and items belonging to your child.



Food and Snacks

We follow the Department of Education policies and procedures regarding nutrition and food. We also listen to Healthy Harold (the Life Education Mascot) who advises us to eat healthy food every day. This means that we encourage all families to provide their children with a healthy, balanced food in care.

One piece of fruit per day should also be contributed towards shared fruit. Fruit is cut up and available to children at all times.

Families know their children best. Please provide a manageable amount of food for your child and cater for their changing appetite as they grow. We encourage families to pack food that their child will enjoy eating.

