

Woodcrest Early Education Centre & Preschool 3&4

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Queensland
Childcare Services

"achieving great things with little people..."
Education Through Care

NEWSLETTER

November 2011

Editor: Clare Hamilton

From Behind the Desk

Hi all! It is November already, if you have not brought back your re enrolment form for next year, please do so ASAP to ensure you get the days you require. We are also working on our Christmas and Preschool Graduation Concert. We will keep you updated with dates and times shortly, so please take note of all the signs that will be up around the centre.



SIGN IN SHEETS

As we have just started a new quarter in the beginning of October, please see the sign on the front door and if your name is there, you will need to see a staff member as there will be some signatures that will need to be caught upon from last quarter. There is also a poster on the front door reminding parents the correct way to sign in and out daily. All absent days and public holiday days need to be signed for. There is a high chance if you

don't sign your child in and out correctly you may lose your CCB as it can be picked up in regular audits from DEEWR. As end of quarter is approaching fast please ensure your sign in sheets are all up to date.

Meals now being provided

As of October 31st, our centre is offering for all children morning tea, lunch and afternoon tea throughout the day at the centre. The meals are very nutritional, and have a range of benefits including:

- Market fresh local fruit & vegetables are used
- Variety of menu
- No artificial flavours, colours, preservatives or additives in their food.
- High quality, certified organic yoghurt.
- The spread used on sandwiches is fruit

spread, with no added sugar.

- They do not use nuts, eggs or seafood in any of their products.
- They cater for special dietary requirements.

They carefully select ingredients to ensure a high level of nutrition for the children. We work closely with a qualified, practicing Dietician and Nutritionist to ensure that our menu is providing little ones with the best possible variety of food that is good for them.

There are many benefits for having this service provided to your child, the convenience of not having to make lunches and that the meals are very nutritious and enjoyable for the children. Keep an eye out for our display; we will be keeping families updated with how the meal service is going.



AUSTRALIAN INSTITUTE OF
EARLY CHILDHOOD STUDIES

www.aiecs.com.au

NEWS UPDATE

Ph (07) 3801 3962
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The Australian Institute of Early Childhood Studies (AIECS) is the Registered Training Organisation for the management and staff of Queensland Child Care Services (QCCS). The training college was established in 2002 to act as the primary resource for the QCCS staff professional development and training in Childcare qualifications. The AIECS also provides nationally recognised qualifications in Early Childhood and Training and Assessment as well as first aid and CPR training. The college is run by a team of dedicated Early Childhood specialists, each with over 10 years' industry experience.

The AIECS is currently leading the way in training in industry changes for centres across Queensland. A very important focus for both the college and the centre staff at present is the implementation of the Early Years Learning Framework, which came into practice in July 2010. AIECS and QCCS are amongst the first in Queensland to train and be trained for the transition to an Emergent Curriculum.

AIECS offers

- | | |
|---|----------------------------------|
| - Certificate III in Children's Services | - Diploma in Children's Services |
| - Advanced Diploma in Children's Services | - TAE |
| - First Aid & CPR | - Professional Development |

FEE INCREASE AS 31st October

Many of you may have noticed the signs around the centre informing parents that the centre's fees are going up as of Monday the 31st October 2011 and they will be Under 2.5 yrs -\$71.00 per day
OVER 2.5 YRS \$68.00 per day
Before school \$20.00 per day
After school - \$22.00 per day
Vacation Care - \$63.00 (not including meals)

All staff within the childcare industry and expecting a significant increase into their wages and as the cost of running a business (childcare) is growing in expenses, and as we are also introducing meals across the board.

New Direct Debit System

As you are aware we are now on the new Direct Debit System where you no longer have to be in advance, just up to date. This seems to be working really well and coincides with the payments of the Childcare Benefit and Childcare Rebate.

UPCOMING EVENTS –

NOVEMBER

2nd School Readiness Graduation Photos

9th Gecko's Wildlife Show

School Readiness Graduation

Date TBA

Collection of Christmas Raffle

Begins

Ambulance Visit – Time and Date to be advised

DECEMBER

Children's Annual Christmas Party

Date TBA

Monday 12th Vacation Care Starts

21st Christmas Raffle Drawn

26th Centre Closed

27th Centre Closed

SICK CHILDREN:

Over the past couple of weeks, we have had a few sick children that we have had to send home

with various illnesses. If your child is not able to attend the centre, under your doctor's advice, we are asking that as a duty of care to the other children, could you please not bring them into the centre to pick up siblings. Staff are more than happy to bring the child out to the front of the foyer where you can sign your child out. Also, if the doctor excludes your child from the centre due to an illness, could you please ensure that you obtain a medical certificate stating this so that we can keep our records up to date in regards to this. It is also policy that you need another medical certificate before they come back to the centre from your doctor to state that they are cleared of any infectious disease.

STAFF CHANGES

Please be advised of the staff changes we have at the centre over the last few weeks. I am very happy to say that all rooms seem to be now settled and into routine. Please see below the staff that are in each room and our centre floats:

Nursery: Miss Kerrie and Miss Kate

Toddler 1: Miss Sarah and Miss Mel

Toddler 2: Miss Julie and Miss Veronica

Junior Kindy: Miss Nic E and Miss Lynda

Senior Kindy: Miss Sherylee and Miss Brittannie

School Readiness: Miss Ange and Miss Nikki

School Care: Miss Bianca and Miss Amanda

Centre Floats: Miss Rebecca, Miss Meg, Miss Bee and Miss Flora



Nursery

Hello and welcome to another exciting month in the nursery room, we have been so busy this month creating new pods and learning new things. This month we would like to welcome the new children and their families into our classroom. Welcome to Paitton and Megan. We all hope you have a fun time and meet new friends in this learning journey. The pods that we have been involved in are "our colour pod", "transport" and continuing on our "sea creatures pod." We have also created a fantastic park pod where the children have been exploring the outdoor environment. Together we have been creating different types of transports and streets. We have been given a red car to imagine that we are driving.

We have made a lot of sea creatures out of all different materials such as cardboard, glitter, cotton wool etc. This



has allowed the children to feel and sense different materials. We have learnt about all the different fish and other creatures living in the sea, we have made our own whales and star fish and explored all the different sea animals by using water and letting the children make the sea creatures swim through the water. In our park pod we have been learning all about the different things you find when you go visit the park.etc ducks ponds, live bands etc, children have had so much fun going outdoors exploring with this pod.

We would like to say well done to the children who have graduated

up to the next room. Olivia and Marni we hope you have fun in the big room.

Over the next few months there is going to be a lot of exciting things happening in our room as we prepare for Christmas! We are going to have so much fun creating our room like Santa's grotto so watch this space.



If you have any ideas or inputs, please feel free to come and speak to Miss Kate or myself. We are always keen on new ideas that will benefit the children's learning. We have parent input forms on the lockers that are available to fill out at any time. Please can we make sure that your child's name is on all their belongings including bottle and drinking cups. This is to prevent misplacing items. Thank you for your cooperation and if you have any feedback please feel free to come and see either of us.

Miss Kerrie and Miss Kate

Toddler 1

So the question is what have the Toddlers been doing the last month? The toddlers have been creating, building, and imagining. We have been creating new pods and also updating some old favourites. Hi and welcome to the Toddler room. I, Sarah Edwards, am the new Group Leader in the room, feel free to approach me and ask me any questions you may have. Mel is still in the room as well as the Assistant.

Christmas is fast approaching, but before this comes around the corner we have been focussing on learning our colours the last few weeks, by doing artwork relating to each colour, any doing many other colourful things. We have learnt red, blue, green, yellow and we even did grey when we did some Halloween painting on spider pictures.



These things are up in our room and I encourage you all to take a



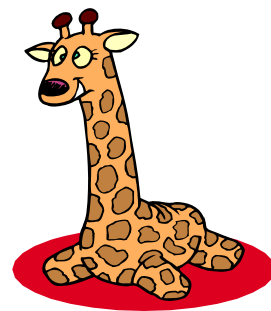
quick look and contribute in any way possible. We have also been learning about farm and jungle animals and what sounds they make, by reading numerous stories for a short group time in the mornings, and we even have animal books we've been very interested in.

Feel free to contribute in any way possible in our room, and we look forward to hearing from all the wonderful parents we have. Miss Sarah and Miss Mel.

Toddler 2

Welcome to another month in Toddler Two.

This month we said a sad farewell to Miss Amanda who has decided to spend more time with her family and Miss Julie has stepped up into the Group Leader position. We also welcomed Miss Veronica as our new Assistant.



This month we have

started a couple of new pods in our Toddler room the children have shown a lot of interest in farm animals and safari animals we have been busy looking at different animals that live in both environments and have been practicing their names and mimicking the sound each animals makes if you have any suggestions or ideas that you feel will benefit your child please don't hesitate to speak to Veronica or myself.

This month I would like to welcome Mitchell and Riley from Toddler 1. We say a sad farewell to Brooklyn, Alexindy, Ciara, Kiralee, Gheet and Teneale who have moved up to Junior Kindy.



As it is getting hotter I would like to remind parents to please bring a hat, at least six nappies, a bottle of water, sheets for rest time and

sleeved shirt to prevent sunburn. By for now, Miss Julie and Miss Veronica.

Junior Kindy

Hi and welcome to the Junior Kindy room. These past few months have been busy. We have some new children come to our room and some Toddler 2 children moved up, so we welcome Brooklyn, Alexindy, Kiralee, Teneale, Gurgeet, Aaliyah, Riley and Maddison.

We have a few main focuses going on in our room; we have the family pod where the children make dinner and lunch



for their friends, put their babies to sleep as well and feed them too. We also have the shopping pod where they get to shop around and choose different things in the shop to put it in their bag and then pretend to pay for it. We have just start racing tracks pod this week because the children love racing the cars around the room like they were racing drivers. We have a hair dressing pod were the children pretend to cut their friends hair as well brush it and colour it like the hair dresser does at the hair salon. We have sea creature pod where the children love talking about what body parts the sea creature have and if they can doing things like we do for example brushing our teeth, etc. If you have anything to add to this please do.

The children that are learning toilet training are doing really well; most of the children know what to do now. If you are interested in toilet training your children you can come and see Miss Nicole or Miss Lynda and we would be happy to help you in any way.

A few reminders:

- All belongings even shoes, hat, jumpers, and drink bottles. Everything must be labelled so we know who it belong to so at the end of the day we can put them into their bags so it is ready for you when you come and pick your child up.
- As it is starting to get warmer we would like the children to go outside

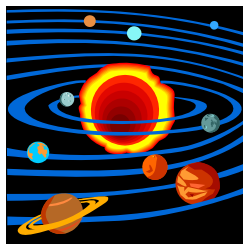
with hats if it is too warm you can leave your child shoes in their bag and as well making sure you put their names on their shoes and hats.

- Sheets, your child will require a sleep sheet, we only encourage children to rest for about half an hour, if you want your child to sleep we will encourage this for them also, but all children will need sleep sheet, preferably fitted to cover all the bed for hygiene purposes.
- If you are able could you bring in some tissues and wipes for your child but if you have all ready done, thank you for doing so.

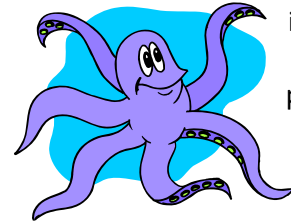
If you have any questions at all you can come and see me and Miss Lynda, if you're unable to see us you can give us a call at anytime of the day. Thanks Miss Nicole and Miss Lynda

Senior Kindy

We would firstly like to welcome to the room Dublin and his family. We are very excited to have him come and play with us. It is good to see all the children in the room helping out making him feel welcome. Over the past month the children have been involved with the focus "Under Water Sea Life" One objective to guide our programme, based in the Early Years Learning Framework (EYLF) is outcome 4 Children develop disposition for learning such as curiosity, co-operation, confidence, creativity, commitment



enthusiasm, persistence, imagination and reflexivity. The children's interest in sea life has grown and we are always amazed at how much knowledge the children have gained in this area, whether it be naming all of the various sea creatures using their



imagination to re tell past

experiences. If you look around our room you will see some fantastic artwork that the children have created from decorating and stuffing a 3D whale to painting their very own under water ocean pictures. This focus is now beginning to lead towards a jungle focus the children seem to be showing a keen interest leading towards various animals around the world.

We value you parent input if you have any ideas of interest please fill out a parent contribution form which is located on the top of the lockers in a white basket or if you feel you can donate anything it will always be appreciated and we will most certainly be able to use it.

Just a few reminders we seem to be low on sheets for rest time please bring your child's sheets in a sheet bag, they can remain in my storeroom till the end of the week then go home for washing on a Friday. Also change of clothes, and water bottles and hats to bought in a on daily basis. Thank you, Miss Sherylee and Miss Brittannie.

School Readiness

Hello everyone, we have a big month coming up between Christmas and Graduation. Details for Graduation will be released very soon. The children are all very excited about going to 'BIG' School. There has been lots of school role play, pretending to be teachers and students we have been very eager to learn all about school.

We have had some great learning stations going at the moment. We have been learning about space. This all started with some of the children being interested in Aliens and Ben 10. We have made Aliens UFO's. We have been learning all about the planets and their names. Have made lots of beautiful space crafts using our fine motor and creative skills.

We have also been learning about horses. Some of the children have had an interest in them so we made some horses and horse shoe painting. We pretended we were horses and did show jumping and made our own jumps out of boxes and wooden blocks. We also watched the Melbourne cup. The children have had a fun time making a fairy area, playing dress ups, reading/ looking at stories, practicing our drawing, getting crafty and much more.



We have also been learning about numbers at the moment the children

have been counting and sorting, learning basic adding and

subtracting learning to recognise numbers and learning how to write them.

We have had a wonderful year. It's going to be an exciting couple of months as we leading up to the end of year and going on to school next year. If you have any questions feel free to come and see myself or Nikki.

Schoolies

Welcome to Schoolies Room. We have had a busy last few months in the room. Thank you to all the families that have made me feel welcome since becoming the Schoolies Group Leader. We have had a great time in the room making new pods. Over the last few months we have made a spooky haunted house, Miami Beach, construction and buildings and Camping area. The current pods in the room are Australia Zoo, Beauty Salon and Motorbikes. We always appreciate donations from families of old resources, old toys and recyclable items that we can use in the room.

Please ensure that you are bringing in a packet of biscuits per week, to share for afternoon tea. If you do not want your child to participate in the shared afternoon tea please let us know so that it is fair to all the families that do bring in biscuits on a regular basis.

Please remember to sign your children in and out every day. This is important in case of an emergency and we need to evacuate that we know exactly who is signed in to the centre.



We have had some difficulties in the room with children using

inappropriate language. Please discuss this with your child at home about using language that is appropriate when in the Schoolies Room. We are holding regular discussions in the room with all children about this.

We regularly encourage parent input in the room so if you have any suggestions or ideas that would improve the room please let us know and we will certainly take it on board!

Christmas holidays are fast approaching; shortly we will have out the vacation care program for these school holidays. Make sure you are quick to book in! Until next time, Miss Bianca.

MEDICATION POLICY

Medications will only be administered to children during Centre hours when it is absolutely necessary for the child's well being. Parents are required to complete the medication form before staff can administer any medication. This form is to be signed by two authorised staff members, when the medication has been checked and administered. Staff are permitted to administer oral or skin medications only. Staff are not permitted to give injections, however if injections are necessary for the welfare of the child, i.e. epilepsy, diabetes, etc, parents must make arrangements with their medical practitioner and the Director.

ALL MEDICATION MUST BE CLEARLY MARKED WITH THE CHILD'S NAME PRESCRIBED OR NON-PRESCRIBED MEDICATION.

Please do not leave your child's medication in his/her bag, as it is easily accessible to children.

PRESCRIBED MEDICATION:

A Director or Assistant Director (or a Group Leader if neither of these are present at the Centre) can administer prescribed medication, however a letter from the doctor with instructions must be supplied or an accurate and up to date label on the medication detailing:

- Child's Name
- Date
- Name of Drug
- Dosage
- Doctor's Name
- Times to be Administered

NON-PRESCRIBED MEDICATION/HOMEOPATHIC MEDICATIONS: (OTHER THAN PARACETAMOL / IBUPROFEN)

A Director or Assistant Director (or a Group Leader if neither of these are present at the Centre) can administer non-prescribed medication. Administration of a non-prescribed medication/homeopathic medications must be accompanied by a doctor's letter/ chemist label stating:

- Child's Name
- Date
- Name of Drug
- Dosage
- Doctor's Name
- Times to be Administered

MEDICATIONS CONTAINING PARACETAMOL/IBUPROFEN:

Medications containing paracetamol/ibuprofen such as Panadol or Nurofen can act to reduce fever, and can mask signs of infection. As such, these can only be administered at the Centre (other than on an emergency basis) when accompanied by a doctor's letter and labelled by a pharmacist. The letter must define the length of time it is to be administered and in what circumstances eg; three times daily for 1 week from the date.

SUNSAFETY POLICY

Babies and young children have very sensitive skin that will burn easily, which is why sun protection for young children is vital in the fight against skin cancers.

HATS

All children attending the Centre must be provided with a suitable sun hat for outdoor play (we strongly suggest a hat with a wide brim and/or one with a flap on the back). This hat must be named and either brought to the Centre daily by the responsible parent or left at the Centre. We operate on a policy of **NO HAT — NO SUN PLAY**. Children who do not have a hat will be encouraged to remain in a shaded area for outdoor play, where activities will be provided.

Hats will be stored appropriately, eg on pegs not touching each other or in individual children's lockers, and it is suggested that the hat be taken home on a regular basis to be washed.

SUNSCREEN

We believe that children should never be left unprotected in the sun, especially between the hours of 10am and 3pm. We prefer the children are not outside between 10am and 3pm unless they are in shaded areas and kept cool.

Sunscreen, ideally should be applied to clean dry skin approximately 20 minutes prior to going out in the sun. However, if this cannot be attained, staff will apply sunscreen to the child upon arrival to the Centre and throughout the day before they go outdoors. A SPF30+ Sensitive Skin Sunscreen is provided by the Centre that staff and parents have access to. Staff will encourage older children to apply their own sunscreen and with younger children will apply sunscreen using a separate tissue as an applicator for each child.

Many children have very sensitive skin and may have an allergy to a particular sunscreen. A reaction may take the form of more severe sunburn, rash, itching, swelling, burning sensation, welts and flares. If this occurs with a child, remove the sunscreen immediately and bathe in cool water. Your local medical practitioner or pharmacist will be able to advise on a more suitable skin protection.

Sunscreen will be applied all year round regardless of weather, as well as being applied every two to three hours. Children at the Centre spend no longer than three hours outdoors at a time, therefore one application prior to every outdoor session is required. All areas of exposed skin are covered including legs, feet, backs of hands, ears, face and arms.

OUTDOOR SESSIONS

The Centre endeavours to organise its programme and outdoor play sessions out of these times, as well as setting up outdoor activities predominately in shaded areas. If due to extreme weather children cannot access the outside areas before 10a.m. and/or after 3p.m. they may do so between these hours remaining in the shade and kept cool.

CLOTHING

The Centre is involved in an ongoing and daily process of educating the children and their families about appropriate clothing and sunglasses to wear in the sun. Children are encouraged to wear T-shirts or shirts with sleeves, collars dark coloured, closely woven fabric preferably made with natural fibre.

STAFF

Staff will act as role models by wearing sunscreen, appropriate hats and can wear sunglasses outdoors. Parents spending time at the Centre and other visitors will be encouraged to comply. Staff will establish and follow a monitoring system to ensure all children have sunscreen applied at all times when outside.

THANK YOU

Please fill out the following and return.

I am happy with the current MEDICATION AND SUN SAFETY policy

Yes No

Suggestions:
