



Really Great Care for Really Great Kids.

Pedder Patter Child Care Centres Inc

ABN 31 792 554 660

DOLPHIN ROOM BOOKLET

AGES: 3-5

THE CARERS: Alanna, Joy and Lynice

The Young Children's Room is licensed for 20 children and two carers. The current standard is 1:10 – one carer for ten children.

Your room carers for 2011 are;

Alanna: Monday to Friday

Joy: Monday to Wednesday

Lynice: Wednesday (9am – 1pm) Thursday & Friday

When required, regular relief carers are used to maintain consistency.

OUR PHILOSOPHY

Our main aim for the Young Children's Room is to create a safe, happy, welcoming and child friendly environment. Carers will support and encourage development in all major areas of growth. Carers will respect individual needs whilst promoting the child as a whole. Carers will expand upon children's cues to create stimulating, learning and challenging experiences, which will embrace our multicultural community. Carers will work as a team, have empathy with children, parents and other team members. We will promote a positive self image and be able to accept criticism constructively. Family participation in all areas of the programme is encouraged and welcomed.

BELONGING, BEING & BECOMING

In 2011 carers are using the Early Years Learning Framework (EYLF). Fundamental to this framework is the view of children's lives as characterised by belonging, being and becoming. From before birth children are connected to family, community, culture and place. Their earliest development and learning takes place through these relationships, particularly within families, who are children's first and most influential educators. As children participate in everyday life, they develop interests and construct their own identities and understandings of the world.

Belonging: knowing where and with whom you belong.

Being: recognises the significance of the here and now.

Becoming: reflects the significant change that occurs in the early years.

Carers of the Dolphin Room believe a partnership with parents and families enhances the child's development and so that we can provide the best possible care please fill out the getting to know you form provided and return it to one of the room carers.

BEHAVIOUR MANAGEMENT

The Dolphin Room follows the centres behaviour management policy. In addition carers implement a traffic lights behaviour guidance policy. Both policies are available to view either in the dolphin room or in the policy folder located in the hallway.

ALLERGIES AND INTOLERANCES

Please advise room carers if your child has an allergy or intolerance to foods, sunscreen etc. as they will be able to provide parents with forms that will need to be completed to assist with the care and attention of your child.

WHAT TO WEAR

Please ensure your child brings appropriate clothing for the day's weather. During summer please keep in mind the centres sun protection policy and ensure your child has sensible footwear (no crocs or thongs) - which must have an ankle strap, tops/dresses with covered shoulders. During winter: a coat without toggles, a woollen hat and appropriate footwear. Please make sure that all items are named.

Please pack a spare change of clothes everyday. If your child has an allergy to the centre's sunscreen please provide the sunscreen with your child's name clearly on it which maybe left at the centre.

SIGNING IN AND OUT

The sign in and out sheet is located in the front entrance area. When you and your child arrive and depart, you will need to sign your name. You will also need to write in the actual time of arrival and departure in the space provided. A feedback form is located in the room where you can write in any messages for the carers as well as changes to the collection of your children. This feedback form is to ensure that all carers, including lunch cover relief receive the information relevant to the care of your child for the day and in case of emergency where attendance verification is required.

MEDICATION

If your child requires any medication, a consent form must be filled in. The medication folder is located in your child's room. Please ensure that the form is filled in correctly, otherwise the medication will not be administered. Please also ensure that the written instructions match that what is on the medication bottle. Medications must be stored in the medication box located in your child's room or the kitchen fridge. If you accidentally leave any medication in your child's bag, it will be removed and can be collected at the end of your child's day for the safety of all children. The centre will not administer any herbal medications.

DAILY JOURNAL / BELONGING, BEING & BECOMING PROGRAMME

Carers fill out a daily journal every day, to record group observations and evaluations of programmed activities to assist with future planning.

The Belonging, Being & Becoming Programme is located just opposite the entrance to the room. There is a group plan as well as the fortnightly experiences plan which coincides with the group plan. The carers plan and evaluate the programme once a fortnight. During the year, we hold Parent Interviews; this is your opportunity to talk to the carers about your child's individual programme and their development. However, if you have any concerns at anytime throughout the year do not hesitate to talk to the room carers. Profiles of your child/ren are compiled over the year with written observations and photo evidence of participation in the program and are available for your perusal.

INCIDENT FORMS

If your child is involved in an accident or injured, an incident form with how, where and when the incident took place for you to sight and sign when your child is collected from care. These forms are then kept in the front office.

FAMILY AND FRIEND INVOLVEMENT

Children and carers enjoy having visits from people and animals/pets. For the children, family involvement is related to increased positive self-esteem and an improved regard for learning and themselves as learners. We understand the needs of working parents therefore we also encourage involvement of grandparents, aunts, uncles and friends. In 2011 we would like to involve families/friends in a parent help programme. A roster will be available in the Dolphin Room for families/friends to indicate when they are available to participate.

TOYS FROM HOME

We understand that children like to bring items from home to show. Please understand that carers are unable to keep a track of extra belongings brought in as we have many children in our care. We therefore ask that parents take some responsibility and limit items to one comfort toy only which must be named. If your child has something in particular (e.g. a birthday present) to show, it could be brought in to be shown and then when the parent leaves they could take the item with them at the time. The item is then not left at the centre to get lost or broken. We appreciate co-operation from parents on this matter.

MEALS

Morning tea, Lunch and Afternoon tea are provided by the centre. Milk is available at Morning and Afternoon tea and water at lunch time and available to the children throughout the day. Orange juice is provided on non-meat days. A current menu is displayed in the room and available to parents upon request.

If preferred your child may bring a named water bottle from home, water or juice is preferred. We are a NUT FREE centre. Please notify room staff or director if your child has any allergies or intolerances.

TOILET TRAINING

Carers are happy to assist you and your child with toilet training, please provide spare clothing to cater for this. There are differences in toilet training at home and while in care and children may get absorbed in play and not make it in time. If you have any preferred strategies please advise the room carers to assist your child with the transition. There is also information available from the carers regarding toilet training.

SLEEPING

If your child requires a sleep during the day, bedding and space is provided to cater for your child's needs. Sleeping in the care environment may differ from home due to noise levels, other children sleeping and general centre noise.
