

ATTENDANCE AND ABSENCES

When arriving at the centre, families are required to sign their child/ren in and out - either using the iPad for rural care or the paper record sheet for preschool.

If you know your child is going to be away, please make contact and let us know your child is going to be away. This saves educators time on following up absences.

ILLNESS

If your child is sick, please ensure they are kept home to rest and recover. Children must be well, with no symptoms of illness (including runny nose / cough) when they attend the centre. Children who are unwell may pass infections on to others and will not be able to engage positively in the learning program. If symptoms develop while children are at the centre, educators will contact a parent or emergency contact to collect them.

RURAL CARE SPECIFIC INFORMATION

When starting rural care, your family will be offered set days that your child/ren can attend. These days are set and cannot easily be changed due to limited spaces.

If there are ANY changes to your care needs (new days, holidays, absences, etc), please contact the school on 86632543 immediately so we can direct you to the appropriate form to be completed and returned.

***** Holiday advice MUST be given 2 weeks in advance *****



LAURA PRIMARY SCHOOL
BIRTH TO PRIMARY

Laura Preschool Centre
Preschool & Rural Care

Family Handbook 2025



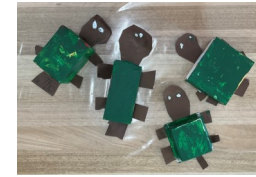
Government of South Australia
Department for Education

Acknowledgement of Country

We wish to acknowledge the Nukunu people who own this land. We thank you for sharing and caring for the land we play and learn on.

Together we touch the ground of the land, we reach for the sky that covers the land and we touch our hearts to care for the land.

We also acknowledge Nukunu elders of past, present and yet to come.



SEPARATION ANXIETY

Children can experience separation anxiety as they transition from home to care and even as they grow and move through developmental stages. Each child will experience this differently and each child will need different styles of support.

If you know this may be an issue, please speak with an educator. Please don't feel uncomfortable leaving your child with one of our highly experienced educators; supporting anxious and upset children (and parents/carers) is part of our job and we will work tirelessly to support your child in feeling comfortable in our care.

BEHAVIOUR GUIDANCE

If a situation arises that requires an educator to support a child in making different and positive choices we will use a variety of processes to support them:

- Reflection on what happened and why, including support to identify their own/others' feelings
- Guidance in making better choices or choosing different words
- Building skills for co-operating and joining play
- Redirection to a quiet space to regulate their emotions with support from an educator

Educators will discuss concerns with families if incidents are severe/worsening or becoming more frequent.

MEDICAL CONDITIONS

If your child has a medical condition, please ensure you record this on their enrolment form and obtain a Health Care Plan from your doctor to provide to the centre. Educators will also work with you to complete a Health Support Agreement and a Safety Risk Management Plan.

Any medication provided to the centre must have a pharmacy label on it that states your child's name, dosage and expiry date. Medication provided to the centre must match your child's health care plan OR be authorised via a Medication Agreement. Please give educators as much notice as possible if you want your child to be given medication at the centre, as there are different requirements for different medications.

Please do not give children Panadol or other pain/fever relief medication before they come to the centre, as these can mask symptoms of potentially infectious illness.

TOILETING NEEDS

All children develop at different rates and will have different needs while they are in our care. We can support you in the use of nappies and pull-ups, toilet training and also support in any toileting difficulties your child might be dealing with. Please don't feel uncomfortable in speaking with an educator to clarify information or seek support.

UNIFORMS

Uniforms for preschool children are available from the school's front office. We have polo shirts, hats and jumpers in stock for families to purchase.

WELCOME

Welcome to Laura Primary School's Preschool Centre.

Laura Preschool Centre is located on the corner of Booyoolie and Whyte Streets in Laura and is adjacent to the Primary School site. Our preschool centre focuses on Early Childhood Education of children aged Birth to 5 years. We offer sessional kindy, rural care, playgroup and transition programs for children starting kindy and school.

CONTACT DETAILS

Landline phone - 08 8663 2252

Rural Care Mobile - 0439 523 799

Kindy Mobile - 0437 576 600

Email - dl.0220_info@schools.sa.edu.au

Facebook - Laura Preschool Centre

OPERATION TIMES

Sessional Kindy (during school terms only)

All year Tuesdays and Wednesdays *8:30am to 3:10pm*

Term 2 & 3 Monday sessions *8:30am to 3:10pm*

Rural Care

Monday to Friday *8:00am to 6:00pm*

Rural Care operates during school holidays as well as school terms, apart from a closure of approximately two weeks over Christmas/New Year

Playgroup

To be confirmed for 2025

ENROLMENT

Upon enrolment, families will need to provide the centre with copies of the following documents:

- Current immunisation history statement
- Birth Certificate
- Medication and Health Care Plans

***Without all of these documents (as applicable), your child cannot start attending.*

In your enrolment pack you will receive an “About Me” and a “Routine” questionnaire that we ask families to complete and return to the centre. This information supports educators in meeting your child’s needs and in planning engaging play experiences for them during their time with us.

COMMUNICATION METHODS

Educators and site leadership will communicate important information with families through fortnightly newsletters, Facebook posts, SeeSaw and notices for special events. Any printed materials will be placed in our family pockets. Please check these regularly for information.

We will contact families by phone if an injury occurs or if we need to clarify information or make an appointment. Please keep your contact details updated - mobile numbers, address and email. Please also keep the details of your nominated emergency contacts updated as we will contact them if we can’t reach you.

HEALTHY FOOD AND DRINK

Our site promotes healthy eating and drink choices for all children attending our programs. At healthy snack time in the morning, children eat a fruit/vegetable snack first, followed by other healthy options if they are still hungry. At lunch time, children eat their main food first. At afternoon snack, they can choose to eat anything from their lunch box. We acknowledge that the food provided in lunch boxes is a family prerogative but we appreciate your support in providing plenty of healthy choices.

To promote good health, we program experiences that teach children about healthy lifestyle, including nutrition, exercise, rest and wellbeing.

If your child has any food allergies or intolerances, please make educators aware of these and list them on the enrolment form. Allergies are managed on a case by case basis. When we need to restrict a food due to severe allergy, we will advise the parent community.

Please do not pack:

- Popcorn (choking hazard)
- Nuts (allergen food, choking hazard)
- whole grapes (choking hazard - grapes can be sent sliced lengthways)
- corn chips (choking hazard)
- hard/sticky lollies (choking hazard)
- Pine nuts / foods containing pine nuts such as pesto (allergen food)

WHAT DO FAMILIES SUPPLY?

All children attending one of our programs will need the following provided:

- Healthy snacks and lunch
- Water and/ milk bottles
- Sun Smart hat
- Spare Clothes
- Comforters (Rural Care)
- Nappies and wipes
- Medication as stated on enrolment forms
- Sunscreen if allergies exist to general sunscreens



WHAT DOES THE CENTRE SUPPLY?

Laura Preschool Centre will provide the following to all children attending one of our programs:



- Access to clean, cool drinking water
- Sleep and rest areas
- Fridge for food storage
- Toileting and nappy changing facilities
- General and sensitive sunscreens

SUN SAFETY

Laura Preschool Centre is a Sun Smart site and we encourage Sun Smart practices all year round. On days where the UV is 3 and over, we apply sunscreen every 2 hours. Children wear hats outside all year round. Children are also required to wear sun smart clothing: t-shirts covering shoulders, pants/shorts/skirts of appropriate length.

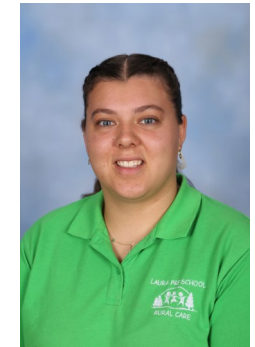
EDUCATORS AT LAURA PRESCHOOL CENTRE



Jodie Flitton
Preschool Teacher



Lynn Dawes
Preschool SSO/Rural



Matilda Heinrich
Rural Care



Kelli Earle
Rural Care (on leave)



Phoebe Glenn
Rural Care



Hayley Finlay
Rural Care



Sienna Bishop
Rural Care

PROGRAMMING AND PLANNING

Educators at Laura Preschool Centre believe that children in their early years of childhood have the right to learn through intentional play experiences. We work diligently as a team to plan and program learning experiences that meet your child's interests, challenge them and expose them to new information, skills and situations.

All experiences planned and implemented for your child will be based on the Early Years Learning Framework and Department for Education curriculum and practice guidance. Planning in accordance with these documents will ensure we are addressing all areas of your child's development and education needs.

RECORD OF CHILDREN'S LEARNING

Educators will document your child's learning in their Learning Portfolios and on their SeeSaw account. Learning Portfolios contain learning stories, samples of work, art and photos. Families will be given access to SeeSaw and will be able to see photos and videos of children's experiences at kindy or rural care.

Families of kindy children are invited to a parent chat to discuss their child's wellbeing and learning during their first and third terms of kindy. Kindy children receive a written statement of learning (report) in their second and fourth (final) terms of kindy.

ROUTINE

PRESCHOOL DAY

8:30am - Arrival, play experiences

9.30am - Group time

10:00am - Snack

10.30am - Play experiences

11:30am - Group time

12:00pm - Lunch

1:00pm - Relaxation

1.30pm - Play experiences

2:30pm - Pack up

2:45pm - Snack, Pack Bags, Story time

3:15pm - Home time

RURAL CARE DAY

8:00-10:00am - Arrivals, play experiences

10:00am - Snack

10:30am - 12:00pm - Play experiences

12:00pm - Lunch

12:30-3:00pm - Sleep/relaxation, play experiences

3:00pm - Snack

3:15pm to 6:00 - Play experiences / departures

Routines will be adjusted to meet each child's individual rest, relaxation and feeding needs

Routines will also be adjusted for preschool children in the term before they start school to support them in transitioning to the school routine