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<tr>
<th>Week</th>
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<td>Team meetings 4pm</td>
<td>Playgroup Fridays 10-12noon</td>
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<td>2</td>
<td>8 Feb Chinese New Year</td>
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<td>12 Feb Team meeting</td>
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<td>3</td>
<td>15 Feb Emergency Drill</td>
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<td>19 Feb</td>
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<td>Meet the Teachers &amp;</td>
<td>Emergency</td>
<td>Pilawuk-</td>
<td>Pilawuk Team meeting</td>
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<td>Annual General Meeting, 7pm</td>
<td>Drill</td>
<td>intercultural understandings</td>
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<td>4</td>
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<td>26 Feb Team meeting</td>
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<td>5</td>
<td>29 Feb Governing Council</td>
<td>1 March</td>
<td>2 March</td>
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<td>4 March Child Youth Health</td>
<td>5-6 March</td>
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<td>meeting, 7.30pm</td>
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<td>Team meeting</td>
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<td>6</td>
<td>7 March Twilight Kindy</td>
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<td>11 March Team meeting</td>
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<td>14 March Adelaide Cup Public</td>
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<td>19-20 March Persian New Year</td>
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<td>8</td>
<td>21 March Governing Council</td>
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<td>25 March Good Friday</td>
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<td>meeting 7.30 pm</td>
<td>Harmony Day &amp; Family Lunch</td>
<td>Harmony Day &amp; Family Lunch</td>
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<td>28 March Easter Monday</td>
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<td>31 March</td>
<td>1 April</td>
<td>2-3 April Working Bee, 9-12</td>
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<td>Pupil free day</td>
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<td>Team meeting</td>
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Welcome to Bertram Hawker Kindergarten

Our values and vision make us who we are:
... a community of children, educators and families ... learning with and from one another... having fun ... connecting with nature, the world and each other... facing challenges with respect and a sense of adventure
(from Our Philosophy Statement)

The Kindergarten Staff Team
Director- Margie Colton
Teachers- Jo Fahey, Carolyn Harbord, Shiva Pakrou, Pilawuk White
Early Childhood Educators- Lyn Myall, Jan Mills, Julie Mosheev, Uzma Ali Kazmi
Speech Pathologist- Mathew Head
Playgroup Coordinator- Julie Mosheev

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<td>Julie</td>
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<td>Carolyn</td>
<td>Margie</td>
<td>Carolyn</td>
<td>Margie</td>
<td>(Play Group)</td>
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<td>Jan</td>
<td>Lyn</td>
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<td>Lyn</td>
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<td>Nazak</td>
<td>Shiva</td>
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<td>Julie</td>
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<td>Mathew</td>
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<td>Uzma</td>
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Shiva and Mathew work with the seven children in our speech and language program on Tuesdays and Thursdays. This inclusive and integrated program is an important part of our kindergarten.

The staff team has planned our program for the term and set up our kindergarten environment ready for your children to explore.

We are looking forward to getting to know you and your children throughout 2016.

Our priority for the first term of kindergarten is for children to feel safe, secure and have a sense of belonging at kindergarten.

We will explore the concept of ‘Belonging’ with the children.

“Children belong first to a family, a cultural group, a neighbourhood and a wider community”
The national Early Years Learning Framework, Belonging, Being and Becoming.

We use this framework as a guide to our planning and programming.

Our program will be emailed to you with information about learning experiences that are planned for this term.

One area of focus this term is the Child Protection curriculum. Please read the accompanying handout. We will begin by exploring the first topic - ‘The Right to be Safe’.

When You Arrive at Kindergarten
- Children put their bags in a locker on the front verandah.
- Parents and children sign in. Please encourage any attempt by your child to make a mark next to their name. It is more important for your child to independently ‘write their name’ and to learn through practice than for adults to ‘correct’ their attempts.
- Put named lunch, morning and afternoon snack in the trolleys on the front verandah.
- Say hello to a staff member. Children can choose to be inside or outside—there are a variety of spaces and experiences for children. They may like to be left with a staff member or with another child or to engage in an experience independently.
- Parents can choose to stay and play with their child for a while or to say goodbye quickly. Please ask a staff member if you need help to say goodbye to your child or if there is anything we can do to help your child say goodbye to you.

Our ‘Welcome to Kindergarten Book’
If your child does not have a *Welcome to Kindergarten* book please take one from the basket on the front verandah table.

**Meet the Teachers and Annual General Meeting**

You are invited to ‘Meet the Teachers’ at Bertram Hawker Kindergarten’s Annual General Meeting at 7pm on Monday 15th February.

This is an opportunity for all parents to meet all your child’s educators and to hear about our goals and plans for 2016. We would love as many parents as possible to attend as it will help you to support your child’s learning this year.

Wine, cheese, tea, coffee and supper will be provided.

Please add your name to the sheet by the sign in book if you will be attending.

**Food Policy-Nut Awareness**

Please try to avoid packaged snacks. We recommend that children bring fresh fruit or vegetables, savoury biscuits or sandwiches for snack time. To encourage independence we suggest children select their own fruit and have it cut at home if necessary.

As a number of children attending our kindergarten have a nut allergy, parents are requested NOT to send food to kindergarten that contains nuts. This includes peanut paste, nutella, all nuts and cooking oil containing peanut oil, as well as foods containing nuts.

Please do not send foods containing nuts to any kindergarten event, including morning teas and shared lunches.

Children can help themselves to cups of filtered water at kindergarten.

**Lockers for kindy bags**

For the first week children can put their kindy bags in any locker on the front verandah.

We will be taking photos of the children, which will be printed and placed in the lockers.

There will be two photos in each, one will be of a child attending Mon/Wed & the other of a child attending Tues/Thurs.

Once the photos are in place, every child will have their own locker for the entire year.

**Parent Involvement**

This year we again welcome parents to join in with and enrich our curriculum. The children are very interested in learning from parents about different life experiences.

You are invited to share an activity with a small or large group.

Please add your name to the sheet that is displayed on the front verandah to indicate in which session you would like to be involved.

Some suggestions for sharing are: Playing a musical instrument, gardening, reading stories, cooking; sharing your occupation, your culture, travel stories, photographs or an interest.

We need a supply of fresh gum leaves for our spiny leaf insects each week. If you are happy to bring some to kindergarten weekly please let us know.

We change the leaves and water and check for eggs with the children, which is a good opportunity for them to closely observe the insects and be actively involved in their care and life cycle.

**Working Bee**

There will be a Working Bee at kindergarten on **Sunday, 3rd April**, 9am-12 noon. These are always good fun and a great chance to meet other families. Children are welcome to come along.

A list of jobs will be on display on the front verandah prior to the working bee.

**Twilight Kindergarten**

An Evening Kindergarten session will be held at 6-7.30pm on **Tuesday 8th March**.
This is an opportunity for you to spend time at kindergarten with your child and to share in their learning.

Later in the term we will display a sheet on the front verandah for you to write your name if you would like to come to Twilight Kindergarten.

Harmony Day and Family Multicultural Lunch ‘Everyone Belongs’
All families are invited to a Multicultural Lunch to celebrate Harmony Day on either Tuesday 22nd March or Wednesday 23rd March, 12-1pm.

Come and celebrate the cultural diversity of our varied family backgrounds, including families from China, Iran, Japan, Korea, Pakistan, Malaysia, Holland, Singapore, Croatia, Vietnam, Sri Lanka, Italy, India...

Please bring a plate of food to share with parents and children.

Reminder: Make sure that all food brought to kindergarten does not contain nuts

Home Borrowing
A selection of books and interactive kits on the verandah are available for children and parents to borrow. Please write your name and date that the books are borrowed and returned.

A Literacy Resource Folder is located on the table on the front verandah. A master copy is for reference and to stay at kindergarten. A second copy is available for home borrowing. You are welcome to make copies of articles of interest.

Arrival and pick up times
Kindergarten session times are 8.15-3.45pm.

Please make sure that you always let a staff member know that your child has arrived at kindergarten and also let us know when you are collecting your child early.

At the beginning of sessions you are welcome to support your child to settle at an activity or to ‘drop and run’ provided we are aware that your child has arrived. If your child needs assistance to part from you, please approach a staff member so that we can help.

Please ensure that you do not leave your child before the starting time and please pick your child up on time.

Fees
You will receive your term 1 fee invoice this week. Please pay as soon as possible.

Fees need to be paid via internet banking or cheque:
Internet banking-
Ensure that you enter your child’s name when making the payment and keep a record of your payment no. Accounts payable to Bertram Hawker Kindergarten Bank SA account no: 460145640, BSB no:105-125
Payment by cheque-
Enclose cheque and invoice in a named envelope and post into the silver box on the wall near the kitchen.

Checking Pigeon Holes
To keep up-to-date with kindergarten happenings and information, please check your pigeon hole daily. Any injuries or incidents are reported to parents through a notice in your pigeon hole so it is important to check your pigeon hole at the end of the day.

Douglas, Suzie and Dogger Roster
You will receive a roster for borrowing Douglas, Suzie or Dogger. Children are encouraged to write or draw in their book about the experiences they have shared at home with the ‘character’. On their return the children talk about their experiences in small groups. This assists children’s sense of belonging at
kindergarten as they share their experiences with other children and educators. When it is your child’s turn to take one of them home, please remind a teacher so that your child does not miss their turn.

Sun Safety
We provide hats for children to wear at kindergarten. They remain at kindergarten and are washed regularly. Children can only play outside if they are wearing a hat.

Children need to wear shirts or dresses with sleeves to protect their shoulders.

Please apply sunscreen before your child comes to kindergarten. There is no need to provide sunscreen in bags as we will provide sunscreen and will assist children to apply sunscreen before lunch.

Please let Margie know if you would like to supply a particular sunscreen for your child.

Prevention and Control of Head Lice
We will provide all parents with the SA health brochure ‘Headlice Prevention and Treatment’ in pigeon holes soon.

Transmission of headlice occurs mainly via head-to-head contact and control of headlice is most effective through early detection and treatment. It is the responsibility of parents to check hair regularly and to treat headlice as recommended by health authorities as soon as possible. Parents also need to inform kindergarten so that we can notify all parents to check their child’s hair.

If a case of headlice is detected at kindergarten we will inform parents as soon as possible and treatment needs to be carried out at home before the child returns to kindergarten.

More information can be found on the SA health website.

Recycle Materials wanted
Please remember to bring your recycle materials to kindergarten, such as plastic lids, corks, wool, plastic containers and boxes. The children can make good use of them as they invent and create.

Kindergarten information via email
Newsletters, notices and reminders about kindergarten events will be emailed.

Please let Margie know if you have a different email address to the main one supplied on your enrolment form or if your email address changes.

It is important that you receive kindergarten information so if you would prefer hard copies to emails please let us know.

We will supply hard copies of some notices, e.g. when we need signed permission slips returned.

We will also display parent notices on the front verandah.

Child and Youth Health Checks
A Child and Youth Health Services nurse will conduct free health checks at kindergarten for children who are over 4 years 3 months.

This term the health checks will be held on Friday 4th March.

Please arrange an appointment time with Jan or Lyn.

Alternatively health checks can be arranged by calling Child and Family Health Services on 1300 733 606 to make an appointment at your local Child and Family Health Service.

Parent communication
If you have any concerns at all, no matter how big or small, please feel welcome to talk with a staff member.

If we are unavailable at drop off or pick up times you are welcome to telephone – the best time is 10-11.30am or 2-2.30pm.