

Welcome to Preschool for 2022

NEWSLETTER
September 2022

Important Dates.....

- National Public Holiday for Queen Elizabeth II – Thurs 22nd September, **Preschool is closed.**
- End of Term 3 – Friday 23rd September.
- Start Term 4 – Monday 10th October.
- Preschool Photos – 1st to 4th Nov.

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www.facebook.com/springwoodpreschool



Visit our Website for information & events

www.springwoodpreschool.org.au

Change to COVID-19 isolation requirements

We would like to update you in regard to the changed Covid 19 isolation period announced recently by the government. Included below is information provided to us by the Early Childhood Education Directorate;

On Thursday 31 August, National Cabinet agreed to reduce the isolation period for COVID-19 positive cases from 7 days to 5 days, with the following caveats:

- This would apply to people with **no symptoms** at day 5 of their isolation.
- If symptoms remain after day 5, they must continue following NSW Health guidelines to self-isolate for days 6 and 7.
- **7 days isolation would remain for workers in high-risk settings, including aged care, disability care and those providing this type of care in the home.** In NSW, this change has taken effect from 12:01 am on Friday 9 September 2022

Important note: Please continue to keep children at home when a member of your household tests positive to Covid and is isolating. Children may only return to preschool after the isolation period and if they are **symptom free**. If your child or a member of your family is Covid positive please contact the preschool as soon as possible. Please provide a copy of the isolation dates issued by NSW Health for our records (for the person who has covid) and to determine when your child can return, in the absence of a NSW Health Clearance certificate, a screenshot of your message from NSW Health is sufficient at this time. Please ensure it clearly shows the persons name and the isolation period dates.

Maintaining a healthy and safe environment for educators and families is paramount. **PLEASE contact us if your child is unwell whether it is your child's day at preschool or not, whether it's Covid related or not, so that we may take the necessary steps to follow our infection control procedures.**

Thank you for your co-operation.

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Welcome Elyse

We know many of you will have had the pleasure of meeting our newest team member already, but we'd like to formally welcome

Elyse to our Preschool.

Elyse is a Diploma trained educator and is part of the Possum team in 2022, Monday through to Friday.

We look forward to the future and sharing in all the skills and experience that Elyse brings to our team.



QR code for the National Law & Regulations.

Should you wish to read them, we have provided QR codes below to access the most up to date copies;

[~Education and Care
Services National Regulations](#)



[~ Children Act \(Education
and Care National Law\)](#)



Lunch box ideas for preschool

Easy nutrition ideas for your child
Following our healthy Food Policy



We would like to take this opportunity to congratulate the parents and carers for packing delicious, wholesome foods in your child's lunchbox. There has been some very interesting and varied fresh fruit, vegetables and delicious nutritious sandwiches the children look forward to eating. We recognise high sugar or any processed foods eg: chips, Toobs, Burger Rings, chocolates, sugary muesli bars (LCM's) and Jubes/snakes etc (even the concentrated fruit juice variety) deliver high fats, salt and sugar with very little or NO nutritional value and will eventuate to poor health. We are amazed with the variety of fresh food is fuelling their bodies and setting very important healthy lifestyle habits.

What if you have a very finicky eater and find it difficult to fill their lunchbox with variety of foods without having to think about gourmet lunches or reaching for empty processed food? Or a child that is going through a growth spurt and needs extra food without breaking the budget?

Some parents have addressed this by adding another half or full sandwich with a different spread or filling. To make it a little special they have used biscuit cutters. We have seen butterflies, dinosaurs, whales, love hearts and flower shaped sandwiches. The children love this fun idea. This is such an easy way to support healthy eating without reaching for a packet of processed food.

'I would like my child to have little "treats".' Some parents occasionally add a funny drawing or a little note and pop it in their child's lunchbox as a way of giving their child a special moment. We love this idea!

The smile on a child's face when they find a note from mum or dad is priceless! Children can look forward to a treat after pick up time. We often hear the children ask, "What treat did you buy me?" as mum, dad, grandparent or a carer pick up their child at the end of the day. It can be something that both of you can enjoy. Sugary foods are rarely missed during morning-tea or lunchtime if they're not in the lunch box.

Healthy Lunchbox ideas: Sandwiches, wraps and bread rolls with whatever spread or filling, (Except peanut butter other nut spreads- including Nutella), muffins, biscuits, home-made cakes, pancakes, cheese, sushi, yoghurt, avocado dip, tzatziki dip, beetroot dip, with capsicum sticks, carrot sticks, green beans, cucumber, rices crackers or plain savoury biscuits to dip. Berries, rockmelon, watermelon, oranges, pears, apple slices, bananas, kiwi fruit and tropical fruits. Baked beans, tinned corn, eggs, tinned spaghetti, tuna, cheesy scrolls, fried rice, chicken, salami, ham, cold pizza pieces, sausages, pasta, olives, mushrooms, gherkins and don't forget left-overs from the previous night's dinner etc.

Thank you, we appreciate your efforts. Keep up the good work.





Policies currently under review.....

Fees Policy

Legislation:

Education and Care Services National Law Act 2010
Education and Care Services National Regulation 2018
Associations Incorporation Act 2009 No 7
Rules of Incorporation
Fair Trading Act 2003
Family Law Act 1975 as amended in 2011

Quality Area 7 Governance & Leadership

National Regulations 2018. 168 (2)(n), 172

Policy Statement:

Our preschool has a commitment to ensuring our fees are as affordable as possible and that all families have access to any subsidies that are available to reduce these fees. The setting and payment of fees takes into account all requirements of the Education and Care Services National Regulations, Australian Tax Office and Privacy Act All records held at preschool will be maintained in accordance with the service Confidentiality and Privacy Policy. Families will be provided with accurate fees statements and clear information regarding fee payment processes.

Rationale:

Springwood Preschool is an incorporated association. It is a not for profit community based preschool that must ensure that it is financially viable and legally accountable at all times. It requires financial management and record keeping systems that are fair and equitable for all parties and that maintains legislation. The service is governed by the Constitution. The objects of the association are detailed in the Constitution. The Constitution is available in the foyer of the preschool.

Aim:

- To provide a clear fee structure and payment system and thorough and professional management of finances.

Procedure:

a) The Budget

- In term three each year the budget will be prepared for the following year. The Nominated Supervisor of Springwood Preschool, the Administration Officer and the President and Treasurer of the Management Committee shall prepare the budget. After preparation of the budget the Management Committee in association with the Nominated Supervisor of Springwood Preschool shall meet and discuss the level of fees for the forth-coming year. It is to be remembered that the preschool is a non-profit, community organisation and the preschool exists to provide a service to the community, at a reasonable cost.
- Fees will be set at a level that covers basic operating costs for the preschool and all other required expenditure.
- Fees should not be set at such a low level that the financial viability of the preschool is threatened.
- Fees should be set that reflect the Department Of Education and Communities Funding Agreement and Universal Access Policies. Springwood Preschool will set fees lower for all children who will be eligible for school the following year. Springwood Preschool will set fees lower for equitable children who hold a health care card or are from an indigenous background.
- Parents will be informed of the fee schedule given a minimum 1 month notice

b) Payment of Fees

- For all families fees are payable two weeks in advance once your child starts at preschool fees must then be kept 2 weeks in advance for the duration of the year. It is up to individual families to choose an appropriate way of paying e.g. each week, fortnight, and month or by term.
- Our Preschool is a non-profit organisation financed by fees and a small amount of government funding. Fees are required to be always two (2) weeks in advance.
- Authority for setting up your Direct Debit is online through your child's Hubworks enrolment. Please be aware that when using a credit card there is a small service fee charged by Hubdebit. All transaction fees are shown below. Direct Debits are not automatically paused over the school holidays, payments continue as per the nominated schedule. If you wish for the payments to be stopped over any holiday break, please give sufficient notice prior to the scheduled date of the debit.
- Fees can be paid by Direct Debit authority from a bank account or credit card. The preschool is a CASH FREE service, no cash or cheques will be accepted at the office.
- We do not have facilities to accept credit card at the office, however you can use your credit card with a direct debit authority.
- A fee statement will be issued each month, and receipts are emailed.
- It is a parent's responsibility to collect these fee receipts and to be aware whether fees are paid up to date or not. Parents are asked to please contact the office if unsure.
- Fees can also be paid by electronic funds transfer (details of the Preschool Account can be found at the office). We do not have facilities for credit card payment.
- Fees are payable for all absences and holidays taken during the school term. Fees are not charged for gazetted NSW School holidays or Public holidays.

c) Overdue Fees

RECURRENT LATE PAYMENT OF FEES:



In an effort to eliminate recurrent late payments, the following point is noted from the Preschools procedures for payment of fees; Should late payments become a recurring problem with a child's fees during a term, parents will be asked to complete a Direct Debit set up prior to the commencement of the next term. As a consequence of defaulting on the Preschools policy of remaining in advance with fee payments at all times, Direct Debit setup will give Preschool authority to debit fees from a nominated bank account or credit card on a regular schedule to eliminate future late payments. As the Preschool is a non-profit community based Preschool, we rely heavily on the payment of fees for the successful running of the service, hence the need to adhere strictly to payment procedures.

- If you fall into arrears with the payment of your fees (i.e. are not 2 weeks in advance) then you will receive a reminder letter with your outstanding fees, as well as a copy of the preschool's 'Financial Management' policy.
- If, one week after you have received your fee reminder letter you have not paid fees, you will receive a letter advising that unless the fees are brought up to date within 7 days your child's place will be declared vacant. At this point any debt collection fees will be added.
- No family will be able to start a new year at Preschool where fees are outstanding for the previous year. No sibling will be able to commence preschool where fees are outstanding for a brother or sister who has already left the preschool.
- If you intend to withdraw your child from Preschool notice in writing must be given two weeks in advance, or two weeks fees will be charged in lieu of notice.
- If you are experiencing any difficulties paying your fees at any time throughout the year then it is essential that you discuss the problem with the Treasurer, the Administrative Assistant or the Nominated Supervisor.

Links to National Quality Framework Standards:

Quality Area 6	Collaborative partnerships with families and communities
Standard 6.1 Supportive relationships with families	Respectful relationships with families are developed and maintained and families are supported in their parenting role.
Standard 6.1.1 Engagement with the service	Families are supported from enrolment to be involved in the service and contribute to service decisions
Standard 6.1.2 Parent views are respected	The expertise, culture, values and beliefs of families are respected and families share in decision-making about their child's learning and wellbeing
Standard 6.1.3 Families are supported	Current information is available to families about the service and relevant community services and resources to support parenting and family wellbeing.
Quality Area 7	Governance and Leadership
Standard 7.1 Governance	Governance supports the operation of a quality service.
Standard 7.1.2 Management systems	Systems are in place to manage risk and enable the effective management and operation of a quality service.
Standard 7.1.3 Roles and responsibilities	Roles and responsibilities are clearly defined, and understood, and support effective decision making and operation of the service.
Standard 7.2 Leadership	Effective leadership builds and promotes a positive organisational culture and professional learning community.
Standard 7.2.1 Continuous improvement	There is an effective self-assessment and quality improvement process in place.



ELLISON PUBLIC SCHOOL

Welcome to our school - where great minds grow!

Kindergarten Transition for 2023

Parent Information Night:
Wednesday 2nd November 2022
6pm




Kindergarten Orientation visits:
Join us for FOUR fabulous visits which include a School Tour & Treasure Hunt, Teddy Bear's Picnic and more:

Maroon Group:
Wednesday 14/9, 21/9, 12/10 and 19/10 @ 2-3pm

Blue Group:
Wednesday 26/10, 2/11, 9/11 and 16/11 @ 2-3pm

📍 Ellison Road, Springwood NSW 2777
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Springwood and District Preschool Kindergarten Inc.

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 ABN: 70 745 650 688



Scan the QR codes to find us



Gateway Family Services

Term 4, 2022

Parenting Programs Summary



Program	Date & Time	Location	Registration
Life, the Universe & Stories <i>A relaxed social group that centres around the reading, reflection and discussion of great stories. Drop in whenever you feel. All ages welcome. FREE morning tea.</i>	Every Friday Starts 26th August 10:00am—12:00 noon	Blaxland Uniting Church Hall 70-76 Old Bathurst Road, BLAXLAND	Ph: Chris 0468 346 834 OR Email chris@sharedreadingnsw.com
Circle of Security <i>Learn how to be a strong, wiser & kinder parent with your kids. Suitable for parents of 0 -12 year old.</i>	Every Friday 21st Oct - 2nd Dec 9:30am - 11:30am * NO Childcare available	Belong Blue Mtns Mid Mountains Neighbourhood Ctr 9 New Street, LAWSON	Ph: 0490 662 498 OR Email groups@gatewayfamily services.org.au
1-2-3 Magic & Emotion Coaching <i>Learn how to understand & manage your child's difficult behaviour. Suitable for parents with 2 -12 year olds.</i>	Every Wednesday 2nd Nov - 16th Nov 9:30am - 11:30am * NO Childcare available	Katoomba Public School 18 Merriwa Street, KATOOMBA	Ph: 0490 662 498 OR Email groups@gatewayfamily services.org.au
Bringing Up Great Kids: PARENTING ADOLESCENTS <i>Learn about brain development in adolescents and what influences their thoughts, feelings & behaviour whilst identifying important messages and how to convey to your adolescent. Suitable for parents of 10-19 yr olds.</i>	Every Monday 24th Oct - 28th Nov 7:00pm - 9:00pm * NO Childcare available	Via ZOOM	Ph: 0490 662 498 OR Email groups@gatewayfamily services.org.au

For more information and Individual Flyers go to:

www.gatewayfamilyservices.org.au or www.facebook.com/GatewayFS

Gateway Family Services parenting programs are funded by DSS and DCJ.

Gateway works collaboratively with community partners to bring parent groups to communities from St Marys to Blackheath.

Gateway encourages, supports & respects diversity in families & communities. Our Groups are open to everyone.

