Settlers Farm Kindergarten has strong ties with the school on Campus. We make every effort with other schools our children may attend.

Children on campus have many opportunities to use campus resources, and be involved in ‘school life’. We visit the library, and join Junior Primary and some Whole School Assemblies. The kindergarten children also join in activities with children from other classes. This has been incorporated to develop our philosophy of ‘continuous learning’ and to reduce the changes the children experience in moving from kindergarten to school. Consent for visits to school is covered in the permission for short walking excursions form on the enrolment form.

Information about specific school transition programmes is available and is given to parents closer to the time of their child starting school.

Due to the high numbers of children in the Salisbury/Paralowie area, some schools may be zoned. The policies of different schools may vary, but generally it means that the school has a designated housing area within which the children attend that school. If you live outside that housing area, the school generally will not accept the child unless you have a child already attending the school or a care provider within the zone. Please see kindergarten or school staff for more information about this.

Presently Settlers Farm and Burton Park schools are both zoned schools. Kindergartens are not zoned, although priority may be given to children who live in designated housing areas at times of high need. Generally children may attend any Kindergarten. However, acceptance into a Kindergarten does not guarantee placement at the nearby school, eg: into Settlers Farm Kindy does not mean automatic placement at Settlers Farm Junior Primary School.

Port Wakefield Road, Burton Road, Fairbanks Drive, Redford Court, Enterprise Road, Byron Bay Drive, Botham Street, Caloundra Drive, Lennox Drive, Nestor Street, Kings Road, Little Para River
The Kindergarten Program
Children in South Australia are entitled to, where possible, 15 hours of kindergarten a week for 4 terms prior to starting school. Kindergarten sessions are held from Monday to Friday with children accessing a planned program. By attending all sessions, children experience continuity in the program, building on what they have learned in the previous session.

Full Day Kindergarten Sessions
The following guidelines are in place to ensure the smooth running of the centre in the interests of children’s learning.

- Staff supervise the children eating lunch
- Please send your child's lunch in a separate small named box which should be placed in the lunch crate on arrival at kindergarten. Staff will put this in the fridge.
- Two separate snacks, for the morning and afternoon sessions should remain in your child's bag.
- Water is freely available at all times for children to access at Kindergarten but it is a good idea to leave a bottle of water in your child's bag at all times.
- The lunch supplied needs to comply with our Healthy Food Policy.
# Behaviour Management Code

We believe that we all have the right to feel and be safe.

We believe that consistency and partnerships with parents are important in promoting acceptable behaviour.

We accept that children may feel upset, frustrated and angry at times and we will support them in expressing these feelings appropriately.

We understand that children at Kindergarten are still learning how to communicate and behave appropriately and that some children will need more support than others to learn these skills.

<table>
<thead>
<tr>
<th>ACCEPTABLE BEHAVIOUR</th>
<th>UNACCEPTABLE BEHAVIOUR</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Respecting and caring for others</td>
<td>• Hitting/kicking/pushing/pinching</td>
</tr>
<tr>
<td>• Sharing and taking turns</td>
<td>• Biting/spitting</td>
</tr>
<tr>
<td>• Being polite</td>
<td>• Swearing</td>
</tr>
<tr>
<td>• Helping</td>
<td>• Bullying</td>
</tr>
<tr>
<td>• Listening</td>
<td>• Speaking unkindly or rudely, teasing</td>
</tr>
<tr>
<td>• Participating in activities</td>
<td>• Disrupting other people’s learning</td>
</tr>
<tr>
<td>• Valuing other people’s property (including something they have made or built)</td>
<td>• Throwing - sand, stones, toys etc</td>
</tr>
<tr>
<td>• Caring for our animals and plants</td>
<td>• Playing with sticks</td>
</tr>
<tr>
<td>• Walking inside the building and on the pavers</td>
<td>• Climbing fences/trees</td>
</tr>
<tr>
<td></td>
<td>• Damaging our trees/plants</td>
</tr>
<tr>
<td></td>
<td>• Running inside the building and on the pavers</td>
</tr>
<tr>
<td></td>
<td>• Destruction of property</td>
</tr>
</tbody>
</table>

To promote acceptable behaviour we will

- Model appropriate behaviour
- Have fun and be positive
- Be consistent in our approach to behaviour management
- Support the individual child and their specific learning needs (which may include the use of Negotiated Learning Plans)
- Implement ‘Success Learners’ curriculum (see pamphlet)
- Help children recognise and manage their feelings
- Make learning relevant and manageable for all children

To minimise unacceptable behaviour we will

- Give positive feedback for acceptable behaviour
- Redirect disruptive behaviour
- Discuss a child’s unacceptable behaviour and warn of consequences
- Use ‘time out’ on the ‘thinking chair’ for persistent unacceptable behaviour
- Use ‘time out’ for any child who physically/intentionally hurts another child
- Discuss with parents any concerns their child’s behaviour to promote a team approach
This policy was developed by the Governing Council of Settlers Farm Campus Kindergarten. This is supported by the National Dietary Guidelines which indicate that we all need to increase our consumption of fruit and vegetables and minimise consumption of high sugar/high fat foods.

The following foods are considered to be acceptable for snack & lunch time at kindergarten and playgroup:

- any fresh fruit
- cheese
- any fresh vegetables
- savoury sandwiches
- dried fruit
- dry crackers
- yoghurt, tubs of fruit, quiche and rice are acceptable for lunch but not as a snack

Please keep in mind that during hot weather some foods (eg: meat) are unsafe to eat unless refrigerated, and avoid supplying this type of food as a snack during hot weather.

If a child brings food to kindergarten that is not on the above list, the staff will ask them to put it back into their bag or in their note pocket, and then provide them with an alternative snack if possible. From time to time staff will arrange shared fruit or a special event where this policy will be varied.

Babies will have individual snack as suited to their age group. (NO NUTS)

The following foods are deemed to be not acceptable for various reasons. Please DO NOT send:

- nuts including nutella and peanut paste
- cakes
- biscuits
- chocolate in any form
- lollies
- rollups
- muesli bars
- chips
- custards

To enable staff to provide fresh fruit at kindy when required we would be grateful for any donations of surplus fruit from trees at home.

The kindergarten has a commitment to providing a safe environment for all children, including those with severe allergies. For this reason from time to time, certain foods may be banned.

Currently all NUT products, including peanut paste and nutella are NOT ALLOWED.

Please precut fruit for playgroup where possible

If you have any questions about this policy, please see a member of staff.
Settlers Farm Campus Kindergarten is committed to providing and maintaining a safe and healthy work environment for its staff, children and visitors.

This policy aims to ensure that all children and staff attending the centre are protected (as much as practicable) from skin damage and heat stress caused by the sun and its radiation. This policy has been formulated by the staff and Governing Council of the Centre with the help of the Anti Cancer Foundation ‘Sunsmart Advice for Early Childhood Centres’ booklet and DECS policies.

**CENTRE RESPONSIBILITIES**

- The centre will incorporate sun and skin awareness activities into teaching programmes
- Where and when possible inside play (in air conditioning) will be encouraged during very hot weather
- Children who do not have their hats with them will play indoors. “No hat, no outdoor play”
- On school playground visit days or other campus events, children who do not have their hats will remain at the kindergarten to play indoors
- On days when school children are “playing in the shade” as part of the school hot weather policy, kindergarten children will not go to the playground
- Playgroup children without a hat will need to play indoors

**STAFF RESPONSIBILITIES**

Staff will be positive role models who practice skin protection behaviours. This means that staff will:

- Wear hats and appropriate clothing for outdoor activities
- Staff will be expected to use and direct children to shaded areas during hot weather, and encourage all children to keep fluid levels high in hot weather

**PARENTS RESPONSIBILITIES**

*On enrolment of their child parents will be given a copy of this policy and asked to meet the following requirements:*

- Become familiar with this policy
- Provide a named hat for their child’s use at kindergarten
- Think about clothing which provides greater sun protection for their child
- Promote the policy by wearing a hat outdoors at playgroup

The centre will not supply hats or sunscreen due to the risk of allergic reactions and/or the spread of head lice.

This policy will operate throughout the year to reinforce the sun protection behaviour, and to acknowledge that damaging UV rays are present all year round.

**EVALUATION**

Evaluation of the effectiveness of this policy and associated procedures will occur through annual hazard checks and annual review of this policy.
Due to limited centre capacity, and a continuing increase in the number of 4 year old children in the Settlers Farm area, a system of “Priority of Access” has been adopted by this Kindergarten, to help ensure vacancies are distributed fairly.

Vacancies will be issued to children in the following priorities:

1. Children who live in the Settlers Farm School Zone.

2. Children who are enrolled for school.

3. That the Kindergarten is your closest kindergarten (with available transport).

4. Transfers from other centres where change of residence into zoned are has occurred.

5. The care giver of your child lives in the area described in (1) above.

6. Special circumstances (at the Director’s discretion).

7. Siblings have attended this Kindergarten.

Therefore, priority for a vacancy will go to a 4 year old child in their eligible year:

- Who are living in the Settlers Farm Campus Zone Area

Eligible children who, due to limited vacancies, cannot be offered their full entitlement (and are unable to attend another centre) will be placed on a waiting list using the above criteria. Any vacancies (as far as possible) will be equitably distributed among those on the waiting list, ensuring children have access to some kindergarten sessions as soon as possible.

During extremely busy periods 2 waiting lists may exist - a primary list, of those who meet the criteria, and a secondary list of those who do not, but still wish to attend our kindergarten. Children on the secondary list will only be offered positions if and when all the other children have their full entitlement.

We would be happy to talk to parents about any concerns you may have and/or discuss options available to you and your child.

In order to be equitable to all, preliminary enrolment forms will be dated.