

**Beechworth
Community Child
Care Centre
NEWSLETTER
January 2012**

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A Happy New Year to all families. Hope you had a lovely Christmas and a good break (if you were lucky). Nearly all staff are back from their break and are looking forward to 2012.

THANK YOU to all our helpers on the night of the Christmas party, especially our BBQ cook, Simon.

THANK YOU:

Thank you to Fitzgerald/Kidd family for the chair for our Toddler room reading area. It is a perfect fit.

WELCOME

We would like to welcome new and old families to 2012. Beechworth Community Child Care Centre is run by a committee of management. They meet every month. If you are interested in becoming involved in the committee please see Cathy in the office. We have our Annual General Meeting in September to elect a committee, however new

members can be considered at any time.

We try to put out a **newsletter** every month, with information on the centre, upcoming events and fundraising plans.

Illness notices are displayed on the front door, so if your child becomes sick please let us know so we can inform other parents.

We encourage all families to become **involved** in the centre in some way. **Do you play an instrument, cook, or tell stories? Let us know.**

We have **working bees** (every term) to remove leaves and twigs from the roof, general grounds clean up and any other maintenance that needs to be done.

The **noticeboard**, above the sign in book, will have information on important issues, upcoming events and assistance information for families.

Being a **Community based centre**, we rely on all families to assist where possible to ensure we have a viable centre that provides quality care in a caring, welcoming and friendly manner, within the guidelines and National Regulations.

MAJOR CHANGES TO CARE:

So we are up to date with all your child/ren's care needs please ring to make a time to discuss any **major** changes with Coordinator and room team leader.

Decisions made on the run causes confusion for staff, parents and the children.

Changes that may change could be medical conditions, dietary needs, eating or sleep routines collection details, or family circumstances.

STAFF/ROOM NEWS:

We have had a few room changes for staff in 2012. Lourdes and Kim are now in the baby's room. Jules has moved to the Toddlers room and will work with Marlee. Mandy is in the Preschool room and will work with Maree and Jade. Lynne and Anne will cover staff breaks and Rosalina (Rose) will cover for Planning. We will have Connie, Danielle, Kimberley, Shari, Katie and some new staff moving through the rooms.

Colleen our catering officer is still recovering from the car accident in 2011 as so has not started this year. Sandra one of our relief catering officers will be preparing lunches and snacks for the full week.

Danielle who thankfully helped us out in 2011 will now be working in the rooms.

I also want to thank the **Beechworth Health Service** for providing meals each week on the Thursdays. They provided excellent nutritious meals for the children.

ABSENCES:

2012 is a big year for Beechworth Community Child Care Centre. We are running at capacity (45 places) most days of the week. With the numbers of families and children wanting to use the centre increasing,

we have to have a waiting list. If your child is going to be away due to holidays or illness please ring and let us know so others can use the centre.

PLANNING FOR YOUR CHILD:

Each week the room team leaders have planning time to create a room program that is relevant to your child's strengths, interests and needs. They observe the children and write down what the children are interested in, the skills the children have, what they are good at and areas where they need assistance or are ready for the next stage of their development.

Staff also ask parents for their input into the planning process. You may receive a sheet to be filled in about the current interests of your child or areas you feel the staff need to work on. Please return as soon as you can so we can act on it quickly.

All program plans are displayed in each room. We would love to have your verbal or written comments on what you read and thoughts. If you have any questions please don't hesitate to ask staff.

The program is based on the National Early Years Learning Framework.



REMEMBER

When dropping off and picking up children that **you must sign them in and out.**

Make sure you talk to a staff member so they are aware of the children arriving and departing. (We get worried when we look up and find a child has left without saying goodbye and think we lost someone.)

Let staff know if your child has medication. All medication needs to be signed in our medication book and put in the medication box or in the fridge. No medication can be left in a child's bag.

All children need a few changes of clothes, due to toilet training, water play or accidents. Please **name** the clothes.

We encourage children to leave their **toys** at home as sometimes they go missing and this causes distress for the child. If they have something special, then talk to the staff about putting it up on the shelf ready for a discussion at group time.

We have a child diagnosed with a nut/egg allergy enrolled in the service. So we request no nuts or eggs, packaging that may contain nuts or eggs, foods containing nuts, lotions or lip balms that contain nuts or nut oils can not be bought into the centre.

Also any donated food, eg, birthday cakes etc must not

contain nuts. Please see the Anaphylaxis, Nutrition and Donated Food Policies for further information.

CODE RED Fire Danger Days:

Through out the summer we may be required to close due to the Fire Danger Rating. If the Department of Education and Early Childhood Development rings and says we have to close the following day **we will** make contact with you via telephone, text or email to let you know that the centre will be closed. You will not be charged for that day.

On days we are closed no one is permitted to be at the centre.

There will be a sign on the door and above the sign in book with the closure date.

If you are unsure please ring the centre or go onto the department website www.education.vic.gov.au as it will list all closures.



SUNSMART:

All children need a **named hat** that complies with the SunSmart policy, of a broad brim hat, bucket hat or a legionnaire's hat.

Children also must wear tops with sleeves to cover their shoulders.

No singlets or shoestring straps on dresses.

Sunscreen alone will not prevent sunburn. Children need a hat, appropriate clothing, sunscreen and playing in the shade.

We put sunscreen before they go outside. If your child has an allergy, please supply their own sunscreen.

Also each child needs a **named drink bottle or sipper cup** so they can have access to water at all times of the day. Only water is to be put in the bottles due to our Nutrition policy.

All drink bottles and sipper cups need to go home each night to be cleaned.

Clothing Policy: states **Safe footwear for play experiences:**

Children need footwear that is appropriate for child care such as **securely fitting sandals (thongs and crocks not recommended), shoes and sneakers for climbing and running.** Children need sturdy footwear to protect their feet and enable them to play without slipping, tripping or falling due to inappropriate footwear. Children can take their shoes off to play in the sandpit but they must be put on to play in the playground so to protect them from bee stings and other objects. Staff will monitor this. Have your child's shoes professionally fitted, which should include measuring each foot for length and width. Children's feet grow very quickly and their shoe size may need updating every few months. Shoes that are too tight can hamper your child's walking and cause problems, such as ingrown toenails and bunions. If you have concerns consult a podiatrist.

NEW ENROLMENT FORMS:

Every year a new enrolment form needs to be filled out and returned as per the regulations set out by the Department of Education and Early Childhood Development.

You may think that you did this in November however that was the Request for Care form, so fill out the new form.

If your child has recently been immunised then a new copy of the schedule needs to be attached, if not we can use the one from the previous year.

Please make sure these are completed so we have all relevant contact numbers in case of emergency.

ART AND CRAFT

Children love creating lots of things. Part of their day is being involved in drawing, painting and collage (pasting). We are always looking for bits and pieces for children to use.

The list includes:

- Christmas cards and paper
- Birthday cards and paper
- Boxes (various sizes) but none with nuts or eggs.
- Corks
- Bottle tops (plastic)
- Material and ribbon
- Any thing that may stir the creative juices.



PARENT INFORMATION BOOKLET

The new Parent Information Booklet is now available on the child care website:

www.beechworthchildcare.com.au

Please read to ensure you now everything about the centre, what your child needs to bring and other information relevant to your child at Beechworth Community Child Care Centre

families. Keep an eye out for how you can be involved

ATTACHED:

Tuna and Vegetable Rissoles Recipe

INDIGO SHIRE The Draft Beechworth Community Vision 2011 is on the notice board for you to read. The Shire is asking for feedback from the community.

NATIONAL QUALITY

FRAMEWORK: is now in place. The Framework aims to raise the quality and drive continuous improvement and consistency in education and care services and school age care.

Part of this process is the new National Law and Regulation eg, changing child staff ratios and minimum training standards for the employment of staff.

Another part is the National Quality Standard which is the accreditation and quality improvement process.

During 2012 we have to develop a Quality Improvement Plan that outlines the areas we need to work on to reach and maintain the benchmarks set out. We will be communicating with you to give us feedback on our strengths and the areas we need to improve. We encourage an open dialogue with all