

NEWSLETTER – Issue 3



Introducing Computers into our 3yr old Kindergarten and 4yr old Preschool Programs!

Computers are becoming an ever increasingly important aspect of elementary school systems and we are excited to be extending our curriculum to include computers actively into our education and development programs. We believe our children will benefit from our program by learning to:

- Use proper computer terminology;
- Collaborate with peers (social skills like turn taking, peer collaboration and problem solving);
- Explore new peripherals;
- Use their imagination;
- Show respect and care for the computer;
- Increase their concentration and memory; and
- Explore ideas such as numeracy, literacy, reasoning and problem solving in a fun and exciting new medium.



Smartie Pants has recently invested in the purchase of 4 laptops. Sessions will commence during the core period of the day and we welcome parents and families to come and help us implement this new program.

2006 Kinder Enrolments

Is your child about to turn 3 or 4 and are you currently looking at preschools in the area? Are you aware of our new Kindergarten Program? We are currently in the process of allocating new places at Smartie Pants for semester 1, 2007. Please feel free to speak to Linda to find out more information about our program!

Our New Phone System

Did you know that we receive between 30-40 incoming calls per day, most of these are from families checking up on their little one's day! Up until recently we only had one line which meant that our phone line was very congested and there was significant time being wasted transferring parents between rooms.

To address this, we recently purchased a new (VOIP) phone system which is a cost effective way that allows up to 4 active lines in use at any one time. It also means you can call your room direct and depending on the number you call, if children and carers aren't in a room, it will 'hunt' them down at their most likely location by transferring to different phones until the line is answered and if carers are unable to answer a phone call for whatever reason, calls are always then transferred to a team leader's phone



AND best of all, if the phone line is in use, we now have a voicemail system which means you can leave a message and a carer will get back to you as soon as possible. Currently we have call waiting which can be difficult to manage when you have several incoming calls concurrently after each other.

We sincerely hope that this new system will greatly improve our service quality and reduce strain on our team during busy phone periods.

Management - 03 9438 3877

Direct to Rooms - 03 9017 3698 (You will be prompted to choose the room you require)

Authorised Supervisor – 03 9017 6977

Please note that should you have any issues or problems with our new system, please let us know so we can quickly fix and continuously improve this new resource.

New Medicine Cabinets

We have now installed medicine cabinets into each room for un-refrigerated medicines. Parents can now easily locate their medicines when they pick their children up in the evenings. Please don't forget however to fill out our medication administration form and to ensure that your medicine is correctly labelled with your child's name.





We're Open Over Christmas

Smartie Pants will not be closing over the Christmas period. If you would like to take annual leave over this period and would like to claim the half fee rate, we remind you to enter your leave in our holiday book located on the south wall entrance to the hallway, immediately outside the foyer.

Christmas Party

Come and enjoy a special outing with the Smartie Pants family on Saturday 9 December 2006.

We'll provide balloons, face-painting, party food for the children a barbie to cook your meat on and a Santa!

- Venue to be advised
- Time: 10am – 2.30pm

BYO meat & drinks.

Improvements to our Family Grouping Programs

Another major improvement to our centre is our Family Grouping Program. Our team has spent an enormous amount of effort brainstorming and debating the most positive improvements to family grouping which to date include:

- Progressive breakfast and morning teas;
- Grouping of siblings;
- Engaging and active 'group art' activities;
- More outdoor time;
- Programs focussed on enhancing positive social and emotional development;
- Grouping of children with consistent carers (eg. new colour coded groups) in smaller more manageable groups.

Our new program leaders and their team members for our morning family grouping programs are:

- Yellow Group – Megan (Program Leader) with Eleanor, Janine, Sam and Linda
- Red Group – Emma (Program Leader) with Bree, Bel, Tabs, Kira and Jackie.
- Blue Group – Elissa (Program Leader) with Carol, Jenna, and Linda

We feel that our morning family grouping time has improved significantly and we would like to take this opportunity to thank those families who have given us constructive feedback and helped us develop new and better ways of managing issues. We would also like to further encourage more of this feedback as it is genuinely one of the best tools in ensuring we continue to improve.

Over the next month we will be focusing our attention on improving our evening family grouping program. Our program leaders for this time will be Sandra & Natalie. We believe there is significant scope for us to improve and invite you to give us ideas and suggestions on how you think things might run better.

Changes to staff in Mini Minors and Pip Squeaks

In the coming weeks there will be some staff changes between the mini-minors and pip squeaks rooms. Eleanor Fitzmaurice (Current Room Leader and Qualified Carer for Mini-Minors) will be moving to Pip Squeaks where she will be focusing on training and developing our team. Jackie Istines (Current Room Leader and Qualified Carer for Pip Squeaks) will be moving to Mini Minors and using her extensive experience with pre-kinder and kinder age children to collaborate with Sandra Byron (Qualified Pre-Kindergarten specialist in Mini Minors) to develop a first class pre-kinder development program. Belinda Lister (Current Assistant in Pip Squeaks) shall also be moving to Mini Minors to assist Jackie.

Many of the children in Mini Minors know both Jackie and Belinda very well because they have spent time with them during family grouping and/or they recently moved from their care, so we hope their transition will be readily received.

As some of our families and their children have grown attached to Eleanor in the Mini Minors room we invite enrolment in the 'Red' group family grouping room where Eleanor will play a key role. Similarly for families who wish their children to continue spending time with Jackie and/or Bel, please feel free to approach them to enrol your child in one of their family grouping groups. Family grouping normally runs for a large part of our day and we hope this will help attached children's transition.

If you have any concerns or issues, please do not hesitate to speak to Eleanor, Jackie, a team leader or a director.

Changes to management and improving our communication

Smartie Pants welcomes Megan to our management Team. Megan brings a wealth of experience in quality management.

Team Member	Key Communication Role	Contact Details
Bree	Authorised Supervisor (Monday – Wednesday) <ul style="list-style-type: none"> ▪ Enrolment & booking <u>requests</u>; ▪ Occasional & replacement day bookings approval; ▪ Tours & Orientations; ▪ Payment processing; ▪ Feedback & Complaints. 	Available onsite: Monday 8:00 – 4:30pm Tuesday 8:00 – 12:00pm Wednesday 7:00am – 4:30pm Bree is the coordinator for Quality Area* 3 – Programming and Evaluation
Tabitha	Authorised Supervisor (Thursday - Friday) <ul style="list-style-type: none"> ▪ Enrolment & booking <u>requests</u>; ▪ Occasional & replacement day booking approval; ▪ Tours & Orientations; ▪ Invoices, receipts & payments; ▪ Feedback & Complaints. 	Available onsite: Thursday 10:00am – 7:00pm Friday 7:00am – 2:30pm Tabitha is the coordinator for Quality Area* 4 – Quality Experiences and Learning
Megan	Authorised Supervisor (Monday - Friday) <ul style="list-style-type: none"> ▪ Enrolment & booking <u>requests</u>; ▪ Occasional & replacement day booking approval; ▪ Tours & Orientations; ▪ Feedback & Complaints. 	Available onsite: Onsite daily, hours vary week to week but normally range between 9am – 5pm. Megan is the coordinator for: Quality Area* 1 – Relationships with Children; Quality Area* 5 – Protective Care; and Quality Area* 6 – Health, nutrition and well being.
Sharon	Director Parent Liaison Coordinator <ul style="list-style-type: none"> ▪ Permanent enrolment & booking <u>approvals</u>; ▪ Occasional & replacement day bookings; ▪ Tours & Orientations; ▪ Invoices, receipts & payments ▪ Feedback & Complaints 	<ul style="list-style-type: none"> ▪ Onsite daily 10am – 6pm. ▪ Available for discussion between 3pm – 6pm or at any other time by appointment. ▪ Alternatively, for non urgent matters, Sharon can be contacted via email at sharon@smartiepants.com.au. ▪ For all urgent matters, outside of business operating hours, Sharon can also be contacted on her mobile: 0414 370 588 Sharon is the coordinator for Quality Area* 2 – Partnerships with Families
Natalie	Director Operations Management In the absence of Sharon, Bree, Megan or Tabitha Natalie is able to process <u>any</u> urgent enquires.	<ul style="list-style-type: none"> ▪ Onsite daily 11am – 7pm ▪ Available for discussion at any time by appointment. ▪ Alternatively, for non urgent matters, Natalie can be contacted via email at natalie@smartiepants.com.au. ▪ For all urgent matters, outside of business operating hours, Natalie can also be contacted on her mobile: 0407 882 076 Natalie is the coordinator for Quality Area* 7 – Managing to Support Quality

*Quality Area 1-7 are as prescribed by the National Child Care Accreditation Council of Australia.

Changes and Improvements in Communicating your Child's Day

Each day we record in your child's folder information about how they slept, what they ate and their toileting routines, however on some occasions it is difficult for us to fill in the folder in time for your pick up time. This means there has been an unnecessary delay in communicating important information that parents need to know. To address this:

- during pick up before 4pm when children are still located within their allocated rooms, parents can access child nappy sheets in each room bathroom and daily summary sheets on hooks near each program display board;
- after 4pm during family grouping, all the daily summary sheets will be located in transparent display boxes hung outside either the Mini Minors or Pip Squeak Room, depending on which end of the centre we are family grouping in.

In your child's information folder, each room will now be recording more specific information about your child's day. This may include activities your child particularly enjoyed, special achievements, changes in mood or development etc. We also hope to start a collection of artwork and pictures.

We invite you to make comments directly into our folders, especially if there is a particular area of development or care you would like us to focus on. Parents can take their folders home and write directly into them or fill out a 'Parent Communication' form located in the foyer of the centre and place it into your folder.

Also, don't forget to let us know about special activities and events at home and any changes to your child's daily routine or allergies!

Special Events & Activities Held

Hey Dee Ho

Our Hey Dee Ho program was again another great success this term. The children really enjoyed participating in the singing and dancing. We will be running the program again this term. If you are not enrolled to attend the sessions and you attend the centre on a Thursday, we will invoice you automatically. If you do not wish to participate please tell us and we will remove the service fee. The sessions take place fortnightly on Thursdays mornings at a cost of \$3 per session. For children who do not attend the Centre on Thursdays, we encourage parents to bring their children in for this delightful activity.

Chicken Hatching

During the springtime program we were learning about new life and therefore we had the chicken hatching in the little geniuses' room. All rooms were invited to participate and visit everyday. The children learnt about the lifecycle of a chicken and that some eggs are for eating and some eggs are where chicks are born. Each child had the opportunity to:

- hold a chick and learn about being gentle;
- feed, water and care for the chicks; and
- cooperatively decide on the name of each chick as it hatched!



Fairytale Days

This was a fun two weeks at our centre, where the children had the opportunity to revisit old folk tales which thanks to Disney are sometime lost. The children had opportunity to dress up and role play as well as learn about cooking.



Footy Day

The day before the AFL Grand Final the whole centre joined in celebration for another fantastic season of Aussie Rules. The Smartie Pants team and children joined in the fun by dressing up in their favourite footy colours. In family grouping we made pom-poms with the children in their team colours. Later in the day we all gathered together for a footy kick around and then sat down for a footy lunch of hot dogs and pies with tomato sauce. The children



loved the dogs and enjoyed the day!

More Up & Coming Special Events

To date our events have been a huge success with all the children benefiting from these exciting and new experiences. In our upcoming months we will be having:

- Linda has organised a fundraising Kinder Disco night to be held in early 2007. Stay tuned for more details on this event!
- Linda's dance school's annual performance on Tuesday evening, 12 December 2006 at Renaissance Theatre in Kew (A thrill for all the Kinder children to see their teacher up on stage!)
- Melbourne Cup (November 6 2006) – children can look forward to dressing up in big hats and a racing carnival theme in their program of activities;
- Grandparent day (November 21 2006) – we invite families to come and visit our centre and spend a special day doing arts, crafts and stories;
- Christmas Concert (Monday, December 18 2006);
- Christmas Party (Saturday, 9 December 2006 at 10am, venue to be advised soon);
- Australian Open (January 15 2007)
- Kinder graduation night (Mid January 2006)
- Chinese New Year (February 15 2007);
- Tap dancing with Nadia (This will replace Hey Dee Ho in the new year)

2006 Working Bees

We apologise to all families for the cancellation of our most recent working bee. The next 3 working bees are scheduled for:

Date	Proposed Agenda
25 November 2006	Maintaining our newly planted garden Mini Golf painting and repair
17 February 2006	Installation of a new Cubby house Maintaining our newly planted garden Mini Golf painting and repair
21 April 2006	Installation of a new Bike tracks Maintaining our newly planted garden Mini Golf painting and repair

Please don't forget to let us know if you have any special carpentry skills or talents!

New team members

Meet our 3 new team members: Sandra (Mini Minors), Megan (Authorised Supervisor), Claire (Break Cover) and Amy (Break Cover). Check out our website (www.smartiepants.com.au) for profiles of our team members.

Policy Revisions

Amended Policies (in consultation with Parent Committee):

- The new temperature for sickness exclusion is now 38.5; and
- Removal of the green nose policy.

Other relevant policies and procedures to families added or amended to our Induction and Policy Manual following our accreditation review are:

Addition of a code of conduct for students

Revision of all Safety Management Policies and Procedures
Revision of hand washing procedure
Revision of new NHMRC exclusion periods for contagious diseases
Addition of latest immunisation schedules
Addition of new policy on what and how to notify cases of infectious diseases in Victoria
Addition of an Anaphylaxis Policy and relevant food handling attachments
Addition of Special Management Guidelines for Challenging & Special Needs Behaviours
Revision of Child Abuse Policy
Addition of a Nutrition Policy
Revision of Dental Policy
Revision of Sun smart policy
Revision of Supervision policy to refer to Outdoor Supervision schematics
Addition of Accreditation Self Study and Development Policy
Addition of a Dangerous Goods minimisation and Safe Cleaning Policy
Addition of a specialised cleaning procedures for wet areas
Addition of Orientation Procedures
Addition of Communication Practices and Procedures
Addition of Family Grouping Policy
Addition of a policy of the use of indoor equipment outdoors
Addition of a procedure for child involved lunch time clean up
Addition of a Nappy Change and Sanitisation Procedure
Addition of programming guidelines and procedures
Revision of the Centre Security Policy
Addition of Storeroom procedures
Addition of abbreviated induction/code of conduct guidelines for students and visitors in attachments 1 and 2 respectively.

Copies of our manuals are available for viewing in each room. Alternatively you can request access to it or parts of it electronically. If you would like to provide advice, assistance or feedback on this process, please don't hesitate to contact Natalie on 0407 882 076 or via email at natalie@smartiepants.com.au. Otherwise you can register your interest at the Parent Committee, who will also be invited to become involved in key policy and procedure development.

Spring's finally here and now is the time to plant. If you have any, please bring along seeds, plants and cuttings to help us fill our new VEGGIE GARDEN!

All rooms will have a patch in our new raised veggie garden, so if you have any seeds, seedlings or plants, please help your child's room fill up their part of the veggie patch.

More Parent Teacher Nights

In March 2006 we conducted our first round of Parent Teacher interviews for the Hug-a-bubs and Pips Squeaks rooms. Parents and carers had the opportunity to sit down one on one and discuss key developmental milestones, achievements and children's development programs and interests.

Commencing 3 July 2006 we will be conducting further interviews for our families in the Mini Minors rooms. Booking sheets are located adjacent to the sign in sheets. Commencing 10 July 2006, Little Geniuses will then also be conducting their parent teacher interviews.

Proposed Schedule for the next round of Parent teacher interviews are:

- Little Geniuses (school starters only) – 3rd week of January 2007;
- Hug-a-Bubs in last week of January 2007;
- Pip Squeaks in last week of February 2007;
- Mini Minors – last week of March 2007; and
- Little Geniuses – last week of April 2007.

The above timetable is a guide to assist us gather and coordinate developmental summaries and new learning strategies to discuss with families. **Please note that any family can request time to meet with any of our carers at any time to discuss their child's progress.**

Sipper Cups, Sunhats & Drink Bottles

The weather is heating up so don't forget to bring these in!

Have you seen our new 'Dressed for Success' poster?

Lose the beanies and bring in your hats! The warmer weather means our children will spend even more time outside. Also don't forget to dress your little ones in clothing you're not too worried about, in case they get dirty or stained during play. As it gets

warmer we will be offering more and more outdoor water play with everything from games under the sprinklers (on really hot days!) to mud-pies in our new digging patch.

Fund-raising

Our next fundraising goals are to purchase and install:

- mini fort;
- cubby houses for each playground; and
- Large wooden blocks.

We now have a number of fundraising activities which include:

- 'Stuck on You' where you can purchase a variety of labels for clothing, cups, shoes etc. which are dishwasher and washing machine safe;
- IGA where 1% of your grocery bill is donated to the centre. We have key tags and cards which we can give out to you at your request. We encourage you give these out to your family and friends. The card also offers you special in store discounts, and IGA price match all alcohol specials – just bring in your catalogue. Once our families and friends collectively spend more than \$1000 in any one month we satisfy their spending criteria. At this time, we will publish all donation cheques on our notice boards and at our monthly parent committee meetings;
- Chalk Education Toys Pty Ltd – Catalogues are located in the foyer of the centre;
- Photos (A photo album with special photos of our children is soon to be placed at the foyer of our centre and we'll invite \$2 donations for each photo that you'd like, please note that for families who have indicated that they do not wish to have their photos put up around the centre or in media we will not be placing your photos in this album);
- More yummy and simple recipes for our end of year Recipe book.
- Nappies & household cleaning chemicals – we will now be supplying chemicals, nappies and baby products. Order forms will be located in the foyer
- Children's uniforms – order forms will soon be available at the foyer of our centre for children's tops & hats etc.
- Tupperware – a display pack and order forms are located in the foyer of the centre. .

Do you have a special Skill or Talent you could share with us?

Are you a doctor, dentist, fire-fighter, nurse, singer, dancer etc ? Is there something special you could show our children?

We are currently seeking volunteers to visit our centre to meet with the children and share a special experience with them. Please register your interest in the attached form.

Do you have any old toys or clothes you no longer want?

The centre is always grateful for recycled toys and emergency clothing which we can use within our centre.

Rating our Service

We're currently in the final stages of our self study review for the Quality Improvement and Accreditation System and we would very much appreciate your feedback. Attached is a brief survey on the 7 quality areas. Please indicate how you would rate our centre and why?

Parent Committee

Our first Parent Committee met on June 27, 2006. Minutes of this meeting are located in the foyer of the centre. Please note that our Parent Committee meets at 9am on the last Saturday of each month.

Reminder to all families to keep us up to date on Emergency Contact & Allergy Details!

For some of our families, it's been almost a year since you provided to us your emergency contact details and other enrolment forms. Have your circumstances changed? If so, could you please complete a new enrolment form and Emergency Card and pass to any of our team members.

Seeking Testimonials

Are you and your family enjoying your experience at Smartie Pants? If so, would you be interested in writing a testimonial of your experience for our website? You can email your testimonials to natalie@smartiepants.com.au or pass them onto a member of our team.

Room Reports

Little Geniuses Room (Kinders)

Team Members: Linda (Qualified Kindergarten Teacher), Elissa (Qualified Assistant), Janine (Assistant)

Normal Hours of Operation: (9.30am-4.30pm)

Wow! Can you believe it is so close to Christmas? Elissa and Janine have settled into our room and our routine and have helped Linda with the workload! Our Little Geniuses' have been so busy over the last few months. We have learnt about springtime and even had Chicken Hatching! All the children enjoyed seeing the chickens hatch out of their eggs and grow big and strong. We learnt that flowers bloom in the spring and this is when all the cute baby animals are born. We have focused on fairy tales and 'Jack and the Beanstalks' marketplace. Smartie Pants had a Fairy Tales dress up day, which everyone made an effort to dress up (staff included!) and we all looked fantastic (refer to photos section of our website www.smartiepants.com.au)! We also learnt about cooking and have made porridge, stone vegetable soup and gingerbread men.

We have also learnt about Space and made our own solar systems with paper mache and balloons. We came to know about the planets and rockets and even tried some awesome 'Astronaut Ice-Cream' – Yummy! We have recently been focusing on transport and made our own community roads with 'stop', 'give-way' and 'slippery when wet' signs and painted boxes to use as buildings and a school box too.

As some of our Little Geniuses' are leaving to go to school after the Christmas holidays we have also been continuing to learn the alphabet and practicing writing our names and favourite words. We have used Linda's sheets to recognise the correct work for the picture shown and have stencilled our A-B-Cs too.

Welcome to our newest pre-schoolers: Zach, Sarah, Claire, Matthew, Jacob, Aari, Christian, Grace, Lucas and Max who are all finding their way around and making friends. Also to a warm welcome to our children who are now orientating into our room from Mini Minors: Holly, Tiarnah, Zach, Hamodi, Hayley, Ruby and Kai.

Please note that we conduct 'Show and Tell' every day and that the topics covered are on the notice board in the foyer. The Show and Tell box is now located within our room, so please don't forget to collect your children's items when you collect them as we don't want your precious toys and other items to go missing.

If any families are cleaning out their children's old clothing, the Little Geniuses Room would be very appreciative of any items that could be donated as spare clothing.

In the following weeks Little Geniuses will be learning about Dinosaurs, the world and getting ready for our Christmas Concert and Graduation night.

P.S. On a personal note, Linda's dancing school is preparing for their annual dance concert on Tuesday 12 December 2006. This year we are doing 'Jack and the Beanstalk'. If you are interesting in seeing it, you'll be able to purchase tickets from Linda for \$22 for Adults and \$15 Concession! The venue is the Renaissance Theatre in Kew. We hope it will be fun for the children to see their teach performing on the stage!

Hug-a-bub Room (Babies)

Team Members: Carol (Qualified & Room Leader) & Emma (Qualified Assistant and Qualified in Training),

We have been feeling a bit sad as we see more of our little ones, Martin, Essa, Charlie and Alex, grow up and move on into our Pip Squeaks room. We wish them all the best as they make new friends and have special new experiences. We're so happy we can spend time with many of them in the family grouping program! We are also especially sad to say goodbye to Beau and Jye who are leaving our centre – we will miss them both so much.

On a happier note we welcome our new children who we hope will fill the gap in our hearts – Isabella, Dominique, Hannah, Jairus and Jack.

Our circus tent has now moved to a new location – soon to be replaced by a underwater tropical theme. Watch out for our sea horses!

Emma has been busy taking lots of photos of our children and our wall is filling up fast! Special thanks also go to Emma for all her hard work on Father's Day.

For our new families, there is plenty of space on our family tree for your family photo and we encourage you to contribute your photos.

Pip Squeaks Room (Early Toddlers)

Team Members: Eleanor (Qualified & Pip Squeak's Room Leader), Kira (Qualified Assistant in training) and Jenna (Qualified Assistant in training).

Welcome to another month in the pip squeaks room. We have been doing lots of artwork pasting and painting and have been really busy, as you can see, by all our worms, butterflies and suns. The children have really enjoyed the sand shell and making a huge mess has been half of the fun! We've just celebrated another birthday – happy birthday Cassie who just turned 2!

Just a few reminders, the weather is getting warmer so all those sun-hats need to come back to the centre. Also, one of our routines in our room is brushing teeth so if you could make sure your child's toothbrush is put in their bag we would be very grateful. If any parent would like to see anything in particular added to our program, we welcome your ideas!

That's all from the Pip Squeaks room!

Mini Minors Room (Pre Kinder Group)

Team Members: Jackie (Qualified & Mini Minors Room Leader), Sandra (Qualified & 3year old Kindergarten Leader), Sam (Qualified Assistant in training), Belinda (Qualified Assistant in training) and Erin (Qualified Assistant in training)

Spring has finally arrived and as we are enjoying the beautiful weather we must remember to bring in hats, t-shirts (that cover shoulders) and shorts to change into during the day.

Last program we learnt about the names of baby animals that are born on the farm around this time year. And we pasted wool on sheep, painted ducks and practiced the sounds that farm animals make while reading stories during group time.

We have also been doing a lot of sensory play in the warmer weather (especially water play!!) which has been fantastic!

Finally we have been singing songs in other languages (eg. Ram Sam Sam...). Please feel free to come and ask us about our new songs!

P.S. Please bring in drink bottles for your child.



Accreditation Rating

Your Name _____

Quality Area 1	Quality Principle		
Staff Relationships with Children and Peers	Principle 1.1: Staff interact with each child in a warm and friendly way		
	Principle 1.2: Staff guide each child's behaviour in a positive way		
	Principle 1.3: Staff initiate and maintain respectful communication with each child		
	Principle 1.4: Staff respect each child's background and abilities		
	Principle 1.5: Staff treat all children equitably		
	Principle 1.6: Staff communicate effectively to promote respect and professional teamwork		
Unsatisfactory <input type="checkbox"/> 1.	Satisfactory <input type="checkbox"/> 2.	Good <input type="checkbox"/> 3.	High <input type="checkbox"/> 4.

Quality Area 2	Quality Principle		
Partnerships with Families	Principle 2.1: Staff and families communicate effectively to exchange information about each child and the centre		
	Principle 2.2: Staff encourage family participation and involvement in the centre		
	Principle 2.3: The centre has orientation processes for children and families		
Unsatisfactory <input type="checkbox"/> 1.	Satisfactory <input type="checkbox"/> 2.	Good <input type="checkbox"/> 3.	High <input type="checkbox"/> 4.

Quality Area 3	Quality Principle		
Programming and Evaluation	Principle 3.1: The program reflects a clear statement of centre philosophy		
	Principle 3.2: Each child's learning is documented and is used in planning the program		
	Principle 3.3: The program assists each child to be a successful learner		
Unsatisfactory <input type="checkbox"/> 1.	Satisfactory <input type="checkbox"/> 2.	Good <input type="checkbox"/> 3.	High <input type="checkbox"/> 4.

Quality Area 4	Quality Principle		
Children's Experiences and Learning	Principle 4.1: Staff encourage each child to make choices and participate in play		
	Principle 4.2: Staff promote each child's ability to develop and maintain relationships		
	Principle 4.3: Staff promote each child's language and literacy abilities		
	Principle 4.4: Staff promote each child's problem solving and mathematical abilities		
	Principle 4.5: Staff promote each child's enjoyment of and participation in the expressive arts		
	Principle 4.6: Staff promote each child's physical abilities		
Unsatisfactory <input type="checkbox"/> 1.	Satisfactory <input type="checkbox"/> 2.	Good <input type="checkbox"/> 3.	High <input type="checkbox"/> 4.

Quality Area 5	Quality Principle
Protective Care and Safety	Principle 5.1: Staff act to protect each child
	Principle 5.2: Staff supervise children at all times
	Principle 5.3: Staff ensure that potentially dangerous products, plants and objects are inaccessible to children

Quality Area 5	Quality Principle			
	Principle 5.4: The centre ensures that buildings and equipment are safe			
	Principle 5.5: The centre promotes occupational health and safety			
Unsatisfactory <input type="checkbox"/> 1.	Satisfactory <input type="checkbox"/> 2.	Good <input type="checkbox"/> 3.	High <input type="checkbox"/> 4.	

Quality Area 6	Quality Principle			
Health, Nutrition and Well-being	Principle 6.1: Staff promote healthy eating habits			
	Principle 6.2: Staff implement effective and current food safety and hygiene practices			
	Principle 6.3: Staff encourage children to follow simple rules of hygiene			
	Principle 6.4: Staff ensure toileting and nappy changing procedures are positive experiences			
	Principle 6.5: Staff support each child's needs for rest, sleep and comfort			
	Principle 6.6: The centre acts to control the spread of infectious diseases and maintains records of immunisations			
Unsatisfactory <input type="checkbox"/> 1.	Satisfactory <input type="checkbox"/> 2.	Good <input type="checkbox"/> 3.	High <input type="checkbox"/> 4.	

Quality Area	Quality Principle			
Managing to Support Quality	Principle 7.1: Written information about the centre's management is readily available to families			
	Principle 7.2: Written information about the centre's management is readily available to staff			
	Principle 7.3: Staffing policies and practices facilitate continuity of care for each child			
	Principle 7.4: Management provides professional development opportunities for staff			
Unsatisfactory <input type="checkbox"/> 1.	Satisfactory <input type="checkbox"/> 2.	Good <input type="checkbox"/> 3.	High <input type="checkbox"/> 4.	

Additional Comments:

Thank you very much for your time.