



# Fairholme Kindy PARENT HANDBOOK

# 2024



**FAIRHOLME COLLEGE**  
TOOWOOMBA

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## WELCOME

*In the spirit of reconciliation Fairholme Kindergarten acknowledges the Traditional Custodians of country throughout Australia and their connections to land, sea and community. We pay our respect to their Elders past and present and extend that respect to all Aboriginal and Torres Strait Islander peoples today.*

Welcome to Fairholme Kindergarten, proudly an integral part of Fairholme College, a Kindy to Year 12 day and boarding school located in Toowoomba and owned by the Presbyterian Church of Queensland. We look forward to getting to know your child and your family and hope you enjoy your Kindy year/s.

At Fairholme Kindy we provide a rich play-based Kindy program for girls and boys. The carefully designed, inviting and beautifully created indoor and outdoor learning spaces allow for a gentle transition from home to a safe, secure and supportive group setting.

The values of *Christ-centred faith, collaboration, enjoyment, respect and seeking excellence* underpin Fairholme College's vision statement.

## CONTACT DETAILS

<b>Postal Address:</b>	PO Box 688 Toowoomba Qld 4350
<b>Residential Address:</b>	Wirra Wirra Street Toowoomba Qld 4350
<b>Main Office:</b>	07 4688 4647
<b>Fairholme Kindy</b>	07 4688 4639
<b>Junior School</b>	07 4688 4647
<b>Email:</b>	<a href="mailto:juniorinfo@fairholme.qld.edu.au">juniorinfo@fairholme.qld.edu.au</a>
<b>Website:</b>	<a href="http://www.fairholme.qld.edu.au">www.fairholme.qld.edu.au</a>
<b>Office Hours:</b>	Term time 8am to 4pm Monday to Friday



## KINDY HOURS

Starting Time	8.30am
Finishing Time	3pm

Fairholme Kindergarten operates as a full-day Kindy during school term time only.

The Kindy children are asked to arrive at Kindy at 8.30am, please. The Kindy rooms will not open prior to 8.30am, as the educators require this time to set up the playground or playroom for the day's activities.

Children who attend OSHC will be dropped off/picked up from Kindy by the OSHC Educators at 8.30am/3pm.

## GROUP ORGANISATION

Fairholme Kindy operates two rooms that are licensed for 20 children per room.

- The **Kindy 3 Day** program operates Monday, Wednesday, and Friday, providing an educational program for children who turn 4 by 30 June. This is our Pre-Prep group.
- The **Kindy 2 Day** program operates Tuesday and Thursday, providing an educational program for children aged 3+ years.
- A **Kindy 5 Day** program may be available for children who are age eligible for the Kindy 3 Day program.

### 3 Day Kindy

The Queensland Government is committed to giving every Queensland child the opportunity for a great start to Kindy, setting strong foundations for life and learning.

All children in Queensland are eligible to attend 15 hours of free **approved kindergarten in the year before Prep**.

An approved Kindergarten program meets government guidelines, and is:

- a learning program delivered by qualified early childhood teachers, in accordance with government guidelines
- typically delivered for 15 hours a week, 40 weeks a year, for children in the year before Prep
- aligned with the Queensland kindergarten learning guideline or other Queensland Curriculum and Assessment Authority-accredited learning program.

Your child must be **4 years old by 30 June** in the year they enrol to participate in 3 Day Kindy.

Child born	Child can attend 3 Day Kindy
1 July 2019 to 30 June 2020	2024
1 July 2020 to 30 June 2021	2025
1 July 2021 to 30 June 2022	2026
1 July 2022 to 30 June 2023	2027
1 July 2023 to 30 June 2024	2028

### 2 Day Kindy

Your child must be **3 years old by 30 June** in the year they enrol to participate in 2 Day Kindy and have reached 3 years of age to commence / begin attending.

Child born	Child can attend 2 Day Kindy
1 July 2019 to 30 June 2020	2023
1 July 2020 to 30 June 2021	2024
1 July 2021 to 30 June 2022	2025
1 July 2022 to 30 June 2023	2026
1 July 2023 to 30 June 2024	2027
1 July 2024 to 30 June 2025	2028

### Fees

For current Tuition Fees for Kindy please refer to the Fairholme College Annual Fees and Information on the Fairholme College website [Fees & Payments Information & Links at Fairholme College Toowoomba](#). At the commencement of each term, Fairholme College will send an account to parents.

## EDUCATORS

All educator information is on display in the Kindy classrooms.

The Nominated Supervisor is Ms Helen Rasmussen, Deputy Head of Fairholme Junior.

The Nominated Educational Leader is Mrs Sonya Nicol.

The staff arrangements for 2024 are:

KINDY N		KINDY H	
STAFF	QUALIFICATIONS	STAFF	QUALIFICATIONS
<b>Sonya Nicol</b> (Teacher) Educational Leader Certified Supervisor	Master of Education (Special Education) Bachelor of Education (Early Childhood) Diploma of Teaching Current First Aid CPR Certificate Registered Teacher	<b>Courtney Hunter</b> (Teacher)  <i>Tues/Thurs</i>	Bachelor of Education (Early Childhood) Diploma of Teaching Current First Aid CPR Certificate Registered Teacher
<b>Anne Maguire</b> (Teacher Assistant)	Certificate III in Education Current First Aid CPR Certificate	<b>Karina Wiggins</b> (Teacher)  <i>Mon/Wed/Fri</i>	Bachelor of Education (Early Childhood) Current First Aid CPR Certificate Registered Teacher
		<b>Alicia Rumbel</b> (Teacher Assistant)	Certificate III in Children's Services, Diploma of Education Support Current First Aid CPR Certificate



Mrs Sonya Nicol



Mrs Courtney Hunter



Mrs Karina Wiggins



## REGULATIONS

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For formal documentation, our service is registered as Fairholme College Kindergarten, but on a day-to-day basis we are known as Fairholme Kindy.

Fairholme Kindy is a Queensland Government approved kindergarten program provider under the Education and Care Services National Law and complies with the provisions of the Education and Care Services National Regulations. The Department of Education, Training and Employment, through the Office for Early Childhood Education and Care, monitors early childhood services in Queensland.

The regulations specify the service requirements regarding programs, activities, experiences and the number of educators to children ratios and educators' qualifications. The regulations are available at the Kindy for parents and staff to access at any time.

Fairholme Kindergarten has completed the national quality rating and assessment process and attained *Exceeding* National Quality Standard in all seven quality areas. The overall quality rating for Fairholme Kindergarten was Exceeding National Quality Standard.

The Governing Body for Fairholme College Kindergarten is Independent Schools Queensland (ISQ) Central Governing Body. The address, contact numbers and email address for the Toowoomba Regional Office for Early Childhood Education and Care, Darling Downs South West Region are:

Post: PO Box 38  
Toowoomba QLD 4350  
Telephone: 07 4616 3791  
Email: [Toowoomba.ECEC@qed.qld.gov.au](mailto:Toowoomba.ECEC@qed.qld.gov.au)

The contact details for the State Office for Early Childhood Education and Care, Brisbane are:

Telephone: 13 7468  
Website: <https://qed.qld.gov.au/earlychildhood/>



KEY DATES 2024

	Term 1	Term 2	Term 3	Term 4
3 Day Program	Wednesday 24 January to Wednesday 27 March	Wednesday 17 April to Wednesday 12 June	Wednesday 10 July to Wednesday 11 September	Wednesday 2 October to Monday 27 November
2 Day Program	Tuesday 23 January to Tuesday 26 March	Tuesday 16 April to Thursday 13 June	Tuesday 9 July to Thursday 12 September	Tuesday 1 October to Tuesday 26 November





## STARTING AT KINDY

Parents and children are invited to visit their Kindy classroom on either **Thursday 18** or **Friday 19 January**. This is an important part of the transition from home to Kindy and helps to support you and your child to feel more confident on your child's first day. It is also a time for parents to complete the final paperwork required for Kindy, and for the parents and children to become more familiar with their Kindy environment.

You and your child may be feeling a little nervous about starting Kindy. Your child's educators will be there to support you through the first days. Some children will need extra support to separate. Educators will assist you with some strategies. Reassure your child that Kindy is a fun place and that you will be back to pick them up after rest time. Always ensure you say goodbye to your child before you leave. It usually only takes a few visits for children to feel happy and comfortable at Kindy.

### Stationery

- Scrapbooks
- One USB

**The above items will be supplied and will be charged to your account.**

### Library Bag

Each child is required to have a Fairholme Library Bag which is available from the HOLMEstore.

### Morning Tea and Lunch

Nutritious food is very important for children. We suggest including fresh fruit, vegetable pieces, a wrap or sandwich, spaghetti, rice dishes or yoghurt. Please do not send chips, lollies, chocolate, flavoured desserts or chocolate bars. A frozen cold pack and an insulated lunch bag will help keep food fresh and inviting. Jugs of water will be provided at morning tea and lunchtime. Water will always be available during the day. The children are welcome to bring their own water bottle. Please do not send drinks other than water. To be more environmentally aware, please consider the packaging when purchasing food for lunch.



We have a number of students in the Kindy who suffer from a severe allergy to peanuts and other foods. This can be a very serious and potentially life-threatening allergy. To prevent any allergic reactions, we ask all families to refrain from using any nut products in their children's lunches. Peanut butter or Nutella are not able to be used, neither are any raw mixed nuts or peanuts. Also, foods such as muesli bars, fruit and nut bars, and foods that have nuts listed in the ingredients are not acceptable.

### Sheets

The children require small sheets for use on matts for rest time. A cot sheet set is ideal (1 x fitted and 1 x flat). **Please clearly label sheets with your child's name.** Sheets will be sent home at the end of each fortnight to be washed. The children may also like to bring a small pillow and one small cuddly toy for rest time.

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**Blanket**

One **named** rug or blanket to be used in cooler weather. This will remain in Kindy for the year.

**Spare Clothes**

Please keep a spare set of underwear, socks and clothes in your child's bag in case of a toileting accident or wet play.

**Sunscreen**

Please send a named four-hour **roll-on** variety of 30+ sunscreen to be used by your child.

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**CURRICULUM**

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**Philosophy Statement**

At Fairholme Kindy our focus is to provide strong foundations for social, emotional, physical, and academic development through our developmentally appropriate and stimulating fun learning experiences.

We believe all children have a right to play and we value this as an essential component of our program.

We weave literacy and numeracy exploration throughout our daily learning opportunities through developmentally appropriate and stimulating fun experiences.

We value strong partnerships between the children, their families, the wider community and Fairholme Kindy and we model, promote and encourage respectful relationships and acceptance of diversity between all parties.

We provide opportunities for the children to have a sense of agency and develop an active curiosity about their world and an enthusiasm for learning, based on their own needs, interests, investigations and curiosities.

We acknowledge that all children are unique individuals with their own learning styles, rate of development, life experiences and cultural heritage. Both the indoor and outdoor environments engage the senses, stimulate curiosity, encourage active exploration and provide opportunities for the children to play an active role in becoming environmentally aware and responsible.

We model and explicitly teach the children how to respect themselves, others and the environments with our earth care, people care and fair share education program.

We support the children's learning and development and provide the best possible learning outcomes for the children through scaffolding, observations, and reflective practice. We are committed to improvement, continually seeking ways to better serve the needs of our children and their families.

We value collegial partnerships, and we foster a collaborative approach where all staff are respected and valued as individuals and part of a team.

We instill strong awareness, understanding and respect for the Aboriginal and Torres Strait Islander cultures and their deep connection to place, language and community.

**Quality Improvement Plan (QIP)**

The National Regulations require approved services to have a Quality Improvement Plan (QIP), for the purpose of self-assessing our centre's performance in delivering quality education and care, and to plan future improvements. Fairholme Kindy has a Quality Improvement Plan (QIP) that is regularly updated and reviewed annually. We welcome parents' input into the process and invite you to access our QIP and to contribute ideas and comments. This is available in the foyer of each Kindy classroom.

## Programming

The *Queensland Kindergarten Learning Guidelines* underpin the programming and planning of our programs at Fairholme Kindy where we offer a rich play-based program that is developed and influenced from the interests and fascinations of the children. Through play, intentional teaching, real-life engagements and routines and transitions, the children are involved in a wide variety of open-ended activities that provide a solid foundation for future success. Fairholme Kindy embraces the vision that *all children experience learning that is engaging and builds success for life (Early Years Learning Framework)*.

Partnerships with families are valued and supported through an open-door policy, regular communication about the child and the program and social events. Fairholme Kindy, through a variety of programs, supports children's mental health and wellbeing. The Kindy program will be shared with families via the Storypark App.

## Play

At Fairholme Kindy we see play as the primary context in which young children learn. Environments are set up to foster curiosity, exploration, and discovery, both indoors and outdoors. The children are encouraged to engage in a variety of types of play within these learning environments. Their play interests and involvement in play situations offer many teachable moments that will be extended and supported by the educators.

## Documentation

A range of different documentations are used to support our program and to share the children's learning with families. Observations and learning stories of children inform educators' understanding of each child's interests, ideas, strengths, and prior learning. This, in turn, supports ongoing planning decisions.

Scrapbooks are used as a means of recording children's current interest, understandings, learning development, play ideas and skills. Educators work with the children to make an individual representation of each child's year at Kindy. They are a collaborative portfolio and we encourage families to contribute to these each Kindy holiday or when the family has something to add, so that the children have the opportunity to share some of their home interests with the Kindy class.

## Learning and Development Areas

Experienced, highly qualified, early childhood trained educators working within well-resourced and purpose-built indoor and outdoor play spaces plan the program incorporating the five learning and development areas of *Identity, Connectedness, Wellbeing, Active Learning* and *Communicating* from the *Queensland Kindergarten Learning Guidelines*.

### Identity

- Building a sense of security and trust
- Acting with independence and perseverance
- Building a confident self-identity.

### Connectedness

- Building positive relationships
- Showing respect for diversity
- Showing respect for environments.

### Wellbeing

- Building a sense of autonomy
- Exploring ways to be healthy and safe
- Exploring ways to promote physical wellbeing.

### Active Learning

- Building positive dispositions towards learning
- Showing confidence and involvement in learning
- Using technologies for learning and communication.

### Communicating

- Exploring and expanding language
- Exploring literacy in personally meaningful ways
- Exploring numeracy in personally meaningful ways.





These *Learning and Development Areas* are embedded in our Kindy program and include learning outcomes that encompass Literacy, Numeracy, Science and Creative Experiences.

Kindergarten teachers are highly skilled educators with qualifications and experience across a range of learning programs including Pre-Lit, Auslan and Restorative Practices.

### Literacy

Literacy experiences occur daily throughout the entire program through:

- stories read, told and dramatised
- language experiences
- building on symbolic awareness of language
- drawing and writing experiences
- modelling the use and purpose of literacy.

### Numeracy

Daily experiences offer endless opportunities for exploring and using numeracy through:

- block play, constructing, games, songs, rhymes, puzzles, sand and water play
- exploring mathematical thinking, concepts and mathematical language
- sorting, classifying, estimating, patterning and counting.

### Science

Science opportunities are based on children's existing and current knowledge, and extend and build on their interests through:

- multi-sensory experiences
- predicting, hypothesising, exploring, investigating and manipulating
- responsible pet care, gardening and exploring the natural environment
- working with tools and technology
- museum resources, kits, books and posters to extend the children's science understandings.

### Creative Experiences

Being engaged in creative experiences allows the children to interpret and communicate their understandings of the world. It caters for differences in development and skills, and provides opportunities for enjoyable sensory play through:

- open-ended experiences
- 2D and 3D collage, painting, dough, clay, carpentry, drawing and blocks
- Music, movement and dance.



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## SPECIALIST LESSONS

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### **Greta Junior (Junior Library)**

1 x 30-minute visit to Greta Junior per week.

The children may borrow three books from the Greta Junior. They will have story-telling sessions with the Greta Junior Staff.

Parents are also welcome to borrow from Greta Junior or from the Kindy Parent Library.

### **Music and Dance**

1 x 30-minute Music lesson per week with the Fairholme Junior Performing Arts Teacher.

These lessons are held in the Kindy classroom. The children are introduced to songs, dance, drama, instruments and rhythmic activities. They are encouraged to develop their singing voices and the ability to sing in-tune.

At the end of the year, they are also given the opportunity to participate in a Christmas production on the stage of the Fairholme College Assembly Hall.

The Kindy 3 Day students also enjoy one term of dance lessons with the Fairholme Junior Performing Arts Teacher.





**Physical Activities**

1 x 30-minute lesson per week with the Fairholme Junior Physical Education Specialist Teacher.

Opportunities are afforded for children to learn through and about movement as they participate in physical activity in a range of different settings. They develop and practise fundamental movement skills through structured activities.

Students learn about simple actions that they can take to keep themselves and their classmates safe during activity while improving their competence and confidence in their movement abilities.

Term 1 includes activities with parachutes, hoops, and markers, hopping, skipping, galloping, balancing, spinning and twirling.

In Term 2 the children are given the opportunity to explore the environment. They have their physical education lessons on the Fairholme College oval, where they learn to follow lines and markers in preparation for cross country running and participation in athletics where they run in individual lanes.

Term 3 focuses on their gross motor skills and spatial awareness in a Gymnastics unit run by qualified coaches from the Allstar Gymnastics Academy.

The focus in Term 4 is on ball skills of rolling, catching, throwing, hitting, and kicking. In addition, a sensory development program is engaged in. This develops co-ordination skills but importantly, stimulates the areas of the brain required to process sensory-motor information.

This all-round program provides a wonderful foundation for learning to love moving and exercising.





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## GENERAL INFORMATION

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### Absences

The Fairholme College App has an absentee feature, for your convenience. If your child is absent, please send a message via the App, email [absent-today@fairholme.qld.edu.au](mailto:absent-today@fairholme.qld.edu.au) or phone the Junior School on 4688 4647 by 8.30am so that the class teacher can be notified.

### Arrival / Departure

The children must be accompanied to the Kindy building or collected from the Kindy building by an adult. **Students MUST be signed in by a parent upon arrival and signed out by a parent upon departure.** The iPad for sign in/out is located inside each classroom (or downstairs when the children are outside). Please notify the Kindy teacher in writing or via email should an adult other than a parent collect the child from Kindy.

The educators require their full preparation time before and after sessions. We ask for your co-operation please in the matter of arriving and leaving punctually.

### Authorisation to pick up

Anyone other than parents/guardians who will be collecting your Kindy child need to be added to your child's Kindy Entry Form. Please inform staff if this is the case and you will be given a copy of your Kindy Entry Form to update. Please note an authorised pick up person must be over 18 years old.

### Behaviour Management and Restorative Practices

Fairholme Kindy is committed to building and growing healthy relationships between all members of the Fairholme College community. We believe that positive relationships and a demonstrated ethos of care are integral to the creation of a strong learning environment where collaboration, co-operation and negotiation are fundamental components.

The use of a restorative practice methodology reflects a commitment to the core value of respect, a belief in accountability and an acceptance of responsibility for our actions. To work restoratively, children need to be able to reason, empathise, reflect, understand how their behaviour affects others, name and understand emotions, work with others, make decisions and be objective.

We recognise that children will be learning how to manage themselves and their emotions as well as how to interact and work with others. Respectful relationships and a positive communication style are the basis of our behaviour management program. The educators will work to ensure that the children know that they are accepted unconditionally even if some behaviour is unacceptable. They will help children to label and understand emotions and how to express these in an appropriate way.

The environment and the daily routine are carefully planned to provide children with a sense of security, success and space for some quiet time. Communication with families will support the consistent use of guidance strategies between home and Kindy.

### Birthdays

As the children enjoy celebrating birthdays, parents are invited to send along cupcakes or individual serves on the nearest school day to their child's birthday. Please be very sensitive when organising birthday parties. Educators will only give out the invitations when it is a party to which every child is invited. If you are planning a smaller celebration, please be personally responsible for handing out party invitations.

### Car Park

At peak times in the carpark, dangerous situations arise if drivers are not orderly and patient. Kindy parents are required to park their car in designated carpark spaces in the Wirra Wirra Street carpark and walk into the classroom to drop/collect their child. Cars are not to be parked in the Drop & Go Zone or blocking driveways.

## Communication

Information is communicated to our parents and families through:

- conversations with the educators on a regular basis
- a *Daily Diary* sent home via the Storypark App to give parents an insight into the daily happenings at Kindy, and as a focus for chats about Kindy at the end of the day
- News items / letters are posted to Happenings@Holme on [myFairholme - News Feed](#). Email is kept to a minimum and Happenings@Holme is the preferred method of communication to families
- *Junior Jottings* Junior School newsletter, published to myFairholme fortnightly
- Junior School Communique, published to myFairholme on the off-week to *Junior Jottings*
- Fairholme College Magazine, annually
- Fairholme College Website
- [Fairholme College Facebook](#) page and [Fairholme Kindy Parents Facebook](#) page.

## Emergency Evacuation and Lockdown Procedures

Regular emergency procedures give the children an opportunity to become familiar with the routine and planned evacuation and are necessary for regulation purposes. If you are present at an evacuation or lock-down practice, you are required by law to participate. Emergency evacuation plans are displayed in the Kindy rooms and educators are familiar with evacuation procedures and policies. Emergency evacuation and lockdown drills are conducted each term for the Kindy children.

## Excursions and Incursions

Excursions and incursions are valuable learning experiences, and they are designed to support and extend the children's learning. Several excursions and incursions of educational interest will be planned during the year. Parents are invited and encouraged to attend these events.

## Friends of Junior School (FOJS)

Friends of Junior School was established in 2000. Parents and friends of the Junior School are invited to attend meetings from 6pm to 6.30pm on the second Tuesday of each month (except in school holiday time) in Greta Junior. The focus of this group is to provide a social, supportive network for all Junior School parents. For further information contact Fairholme Junior on 07 4688 4647 or via [email](#).

## Hair

Hair is to be always neat and tidy. Shoulder length hair is to be tied back and off the face. Navy or College tartan ribbons, scrunchies or headbands may be worn. Hair must be a natural colour. Hair clips are to be navy or silver.

## Hats

The rule in the playground is NO HAT, NO PLAY. Kindy students must have a Fairholme bucket hat. Sunscreen will be applied before outside activities.

## Health, Hygiene and Safety

Educators model and encourage children to develop personal hygiene through washing hands on arrival and departure, after outside play, toileting, nose blowing, before eating and after eating.

Children must remain at home when unwell, and not return to Kindy until symptom free. Colds, flu and stomach complaints spread quickly amongst young children. If your child has an infectious disease, please notify the educator and enquire about any exclusion period. At Kindy we will follow the recommendations of the National Health and Medical Research Council.

Parents are requested to respect the Medication Policy and, wherever possible, to administer any prescribed medication to their child before or after attending the service, rather than requesting the service to do so, unless absolutely necessary.

Educators will only be permitted to administer medication to a child if it is:

- in its original package with a pharmacist's label which clearly states the Doctor's name, the child's name, dosage, frequency of administration, date of dispensing and expiry date
- accompanied by a Fairholme Medication Authorisation Form completed and signed by the parent/guardian.

### **Immunisation**

Children should be up-to-date in their childhood immunisation program. It is a requirement upon enrolment that families provide a copy of their child's immunisation record.

### **Incidents/Emergencies**

In the event of a minor incident, first aid will be administered by the educators and an Incident Report will be completed. If a more serious incident occurs, parents will be contacted immediately. Please ensure the Kindy has current contact telephone numbers, both for parents and for emergency contacts. Changes for that day may be left with the Kindy educators in the morning. In emergency situations, should the person in charge determine the injuries are serious enough, an ambulance will be called immediately.

### **Safety**

The Kindy policies on safety are followed by the educators and these include checking the safety of all equipment and the Kindy environments as well as building on children's awareness of personal safety.

### **HOLMEstore (Uniform Shop)**

The HOLMEstore is where all uniform and stationery supplies are purchased. The air-conditioned store is located under the Fairholme College Gymnasium on the Bridge Street side of the College with parking entry via Fairholme Street.

#### **Contact Details**

Telephone: 07 4688 4666  
Fax: 07 4688 2333  
Email: [HOLMEstore@fairholme.qld.edu.au](mailto:HOLMEstore@fairholme.qld.edu.au)

#### **Operating Times are:**

The opening hours for the HOLMEstore are as follows, during Term Time:

- Monday 12.30 - 4.00pm
- Tuesday 12.30 - 4.00pm
- Wednesday 12.30 - 4.00pm
- Thursday 7.30am - 12.30pm
- Friday 7.30am - 12.30pm

Please note Holiday Closures are as follows:

- Closing Tuesday, 5 December 2023
- Reopening Monday, 8 January 2024

Please refer to the [HOLMEstore page on the website](#) for altered opening hour.

### **Jewellery**

No jewellery (such as rings, bracelets, watches or necklaces) may be worn. Only one pair of small gold or silver studs or sleepers may be worn if ears are pierced. If ears are double pierced, only one matching set may be worn. Sleepers are worn only in the ear lobes.

### **Lost Property**

It is essential that every article of clothing and equipment brought, including shoes and socks, be named clearly so that lost property can be returned. If any items are lost, please check first with your teacher. The college cannot accept any responsibility for the loss of any possessions.



## Uniform

### Girls – Kindy

- Fairholme navy polo shirt with yellow collar
- Fairholme tartan shorts
- Fairholme navy fleecy lined tracksuit
- Fairholme long sleeve polo shirt (optional)
- Fairholme white sports socks – full sock style
- Joggers – predominantly white
- Fairholme bucket hat
- Hair below collar length to be tied back with navy ribbons or navy or Fairholme tartan scrunchies

### Boys – Kindy

- Fairholme navy polo shirt with yellow collar
- Fairholme navy shorts
- Fairholme navy fleecy lined tracksuit
- Fairholme long sleeve polo shirt (optional)
- Fairholme white sports socks – full sock style
- Joggers – predominantly white
- Fairholme bucket hat

### School Bags

- Fairholme navy school bag
- Fairholme navy library folder

## Outside School Hours Care (OSHC)

Outside School Hours Care is outsourced to a local provider, TeamKids, and is located in next to the Kindergarten rooms. The OSHC program is available to Fairholme College children from Kindergarten until Year 6. Families are required to complete the relevant paperwork should they wish to enrol. TeamKids prices are competitive, and fully approved for child care rebate. To enrol your child in OSHC, please visit the [TeamKids website](#).

### Hours of Operation

#### Term Time

Before School Care	6.30am to 8.30am
After School Care	3pm to 6pm

#### School Holidays

Vacation Care	6.30am to 6pm
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## Parental Concerns and Complaints (Grievance Procedures)

Parents with concerns about their child should speak initially with their Kindy teacher.

If further discussions are required, please make an appointment to meet with the Head of Fairholme Junior to discuss the concern.

If it has not been satisfactorily resolved, then please contact the Principal of Fairholme College. Parents can also contact the local Office for Early Childhood Education and Care. All concerns will be dealt with in a confidential and professional manner.

## Parental Partnerships

Communication between the educators and parents is an essential component in fostering strong partnerships with our families. The teachers communicate informally with parents regularly to share stories and experiences about their child's time at Fairholme Kindy.

Parents are always welcome at Kindy and are invited to share their talents with us at any time. Please notify your Kindy teacher if you can spend a few hours or a day at Kindy. Offers of help to read stories, cook, sing, sew or play an instrument are always welcome.

Parents can also help by collecting recyclable material for the collage area (no toilet rolls, please). It would be appreciated if parents could inform the educator of any unusual happenings or events in their family life. Major illnesses, visits of relatives, the accidents or death of friends, relatives or pets can be a major concern for children, and it would be beneficial if home and school shared this information.

Junior Jottings (newsletter) is emailed home on a fortnightly basis. Fairholme College has its own App, available from the App store or Google play as a free download. This App is designed to allow Fairholme parents access to information about events and daily activities, notify staff of absentees and access newsletters. The College Calendar is located on the App.

Fairholme Kindy and Greta Junior both have a Parent Library of books and resources relevant to families of young children, and parents are welcome to access these at any time. In the rooms there are Parent noticeboards displaying information relevant to young children and families.

### Parent Teacher Interviews

Parent Teacher Interviews are offered for all Kindy families at the end of Semester 1. Kindy 3 Day parents are also offered Transition Interviews at the end of Semester 2.

### Photographs

To attend to privacy considerations, parents must only share or distribute images of their own child.

### Policies and Procedures

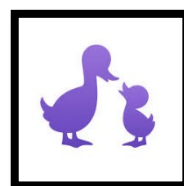
Kindy Policies and Procedures are accessible via MyFairholme or on the [College website](#). We ask all parents to read and support our implementation of these policies. Policies are frequently reviewed, and we invite your input to these.

### Students, Volunteers and Visitors

From time to time at Kindy we may have students or volunteers visiting Fairholme Kindy and working in the program with the children. At all times, these visitors will work under the direct supervision of the educators.

### Storypark

Each afternoon the Kindy teachers will provide a summary of the Kindy day with some accompanying photos. This will be sent home through the *Daily Diary* on the Storypark App so parents, carers and children can recount some of the activities for the day and start some discussion about each child's day. Please download the App from the App Store or Google Play.



Parents also can comment or add their own stories from the children. In these afternoon messages there may also be important reminders of upcoming events or things to remember. The Storypark App is also used for teachers to share a more personalised, formal story of something special each child has done through the term.

### Toys

Please do not allow your child to bring toys from home to Kindy. These are often special, and your child might be upset if they are lost or damaged.

In our rooms we have a wonderful range of developmentally appropriate resources that are safe, durable, and perfect for Kindy-aged children.

We look forward to welcoming you to Fairholme Kindy and becoming a part of your child's wonderful social learning journey.

