

Welcome To:

# Nightcliff Preschool



**NIGHTCLIFF**  
P R I M A R Y

*Believe and Achieve*

# Information Handbook

## 2025

Cunjevoi Crescent

PO Box 798, Nightcliff NT 0814

Telephone (08) 8948 8488

Email: [nightcliff.preschool@education.nt.gov.au](mailto:nightcliff.preschool@education.nt.gov.au)

Website: <http://www.nightcliffprimary.nt.edu.au/>

*Welcome to Nightcliff Preschool!*

We are very excited you have chosen Nightcliff Preschool for your child's early educational journey. Beginning preschool is a very exciting and important part to the start of this journey and we look forward to working together to give your child the best possible Preschool experience. The expertise of families is recognised and valued, and we welcome you to share in decision-making about your child's learning, wellbeing and participate in the Preschool community.

## SESSION TIMES

The Preschool runs 4 classes each week

		<i>Drop Off</i>	<i>Pick Up</i>
Frill Neck	Monday and Tuesday	8:00am	2:30pm
	Wednesday in <u>odd</u> weeks	8:00am	12:00pm
Goanna	Thursday and Friday	8:00am	2:30pm
	Wednesday in <u>even</u> weeks	8:00am	12:00pm
Possum	TBC Monday - Friday	8:00am	11:00am
Bandicoot	TBC Monday - Friday	11:45am	2:45pm

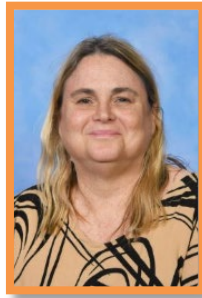
Nightcliff Preschool adheres to the National Quality Standards Framework, Children's Health and Safety and Northern Territory Preschool Specific Policies surrounding the Delivery and Collection of Children.

All classes follow the same teaching program and routines.

## PRESCHOOL STAFF AND QUALIFICATIONS



**Megan Politis**  
Teacher in Charge



**Melissa Park**  
Teacher



**Carla Wall**  
Teacher

#### **Certificates and Training**

- Bachelor of Education - Early Childhood
- Asthma
- Anaphylaxis's
- Royal Life Saving-CPR
- Appropriate Workplace Behaviour
- Mandatory Reporting



**Fiona Young**  
Educator



**Lisa Coate**  
Educator

#### **Certificates and Training**

- Certificate IV in Education Support
- Senior First Aid
- Royal Life Saving-CPR
- Anaphylaxis's
- Asthma
- Mandatory Reporting

The Preschool adheres to the National Standards regulated ratios of 1 teacher/educator to 11 children.

# Philosophy

Nightcliff preschool strives to create a rich, stimulating, and nurturing environment that fosters the imagination, promotes creativity and enhances a sense of belonging for all children and their individuality. Each child is viewed as an individual, with unique strengths and interest. We support each child to become competent in making their own choices about learning as they strive to make meaning about themselves and the world around them.

## **We believe**

- ❖ Children should be taught the Nightcliff Primary School values: caring, respect, responsibility, honesty, and inclusion through embedded play-based practices.
- ❖ Each child is unique and must be able to explore their own identity in a safe and supportive environment.
- ❖ All children have the right to an education that meets their social, emotional, intellectual and physical needs.
- ❖ Creating an environment and opportunities to build a child's identity through valuing diversity and allowing them to make connections to their cultural backgrounds, beliefs and knowledge.
- ❖ Striving to instil eco-resilience (hope and never give up) in our dedicated efforts to care for the planet.
- ❖ Creating a challenging and risk-taking environment that provides problem solving opportunities, extends abilities and builds confidence and resilience.
- ❖ Providing a quality play-based program that is responsive to each child's interests and needs will foster positive learning experiences.
- ❖ Intentional teaching develops early literacy and numeracy skills.
- ❖ Establishing purposeful relationships with families promotes positive impacts for children. Through the promotion of reciprocal relationships family's contributions are valued, respected and supported.
- ❖ Nightcliff Preschool should be a fun and inviting learning space.
- ❖ All children should be provided with opportunities to play, explore and observe in the natural outdoor environment.

## THE PROGRAM

Nightcliff Preschools program and planning is guided by the National Curriculum document, Early Years Learning Framework (EYLF) in conjunction with the Northern Territory Preschool Curriculum. We offer a developmental **play-based approach** underpinned by developmentally and age-appropriate practices, high expectations, equity, respect and diversity. Each child's current knowledge, ideas, culture, abilities and interests are incorporated and actively drive all aspects of our program. Teachers and educators respond to children's ideas and play and use intentional teaching to scaffold and extend each child's learning.

The program is organised to maximise opportunities for each child's learning. Inside and outside times are programmed based on children's interests, knowledge, and skill development. The amount of time spent in either environment is dependent upon the weather and the interests and directions of learning from the children.



### -Our Day-

Independence, self-awareness and responsibility are encouraged and embedded throughout our daily routines and tasks. Your support in encouraging and allowing your children to become independent learners is appreciated, particularly when unpacking their bags and putting their lunchboxes, hats and water bottles into their lockers on arrival each day.

A typical day at preschool might reflect this:

	Full Day
8:00am	Arrival/Sign In
8:15am	Morning Routine
	Indoor or Outdoor Learning
9:30am	Snack Time
	Indoor or Outdoor Learning
11:30am	Lunch Time
	Outdoor Play
1:00pm	Rest/Quiet Time
	Indoor or Outdoor Learning
2:30pm	Pick Up/Sign Out

	Half Day
8:00am	Arrival/Sign In
8:15am	Morning Routine
	Indoor or Outdoor Learning
9:30am	Rest/Snack Time
	Indoor or Outdoor Learning
12:00pm	Pick Up/Sign Out

Depending on the weather we alternate between being in the indoor and the outdoor

# COMMUNICATION

We support and encourage open communication between all parents, children and staff. Effective communication is vital for the families and the school to work together for the best outcomes for each individual student

At Nightcliff Preschool we have various ways to connect.

- ✓ Face to face, on drop off or pick up

A quick conversation or check in

- ✓ By appointment

A formal conversation in a personalised setting

- ✓ Email or Phone

To connect, notify or share

- ✓ Xuno

To connect, notify or share and receive communication on events

- ✓ Seesaw

Communication, notifications, Sharing of learning, progress and assessments

- ✓ Primary School Newsletter

Whole school Communication and notification

- ✓ Website

Whole school communication and notification



## GENERAL INFORMATION

### WHAT TO WEAR and SUN SAFETY

Uniforms are not compulsory at preschool; however, uniforms and hats are available for purchase at the front office of the primary school. The school front office is closed over the Christmas break but reopens the week before school returns.

Nightcliff Preschool has a strict *Sun Safe Policy*, Children are required to wear:

- ✓ clothing with sleeves
- ✓ footwear that is covered, comfortable and appropriate for messy and active play and easy for your child to take off and put on
- ✓ a broad brimmed hat every day at preschool
- ✓ Sun Smart Swimming Shirt or bathers on wet play days

Please ensure all items of clothing, including hats, are clearly labelled with your child's name.

As part of our Sun Safe Policy and Procedure we have sunscreen and insect repellent provided for your use, for outdoor play, on our sign in trollies. If you wish to utilise this, please feel free to apply either or both to your child *before* preschool, as preschool staff are not permitted to apply this to students.

### WHAT TO BRING

What to pack can be a very challenging decision, especially for families who are just beginning their educational journey. Below is a list of items that are essential to pack for your child's preschool day.

- **A bag** that is reasonably sized to fit your child's belongings.
- **A broad brimmed hat** for outside play time
- **A water bottle** to ensure all children are keeping hydrated
- **Sun Cream** Only if your child is sensitive to generic Sun Cream, which we supply at preschool.
- **Spare change of clothes** for any little accidents that may occur throughout the day

From the start of Term 2 parents are asked to provide a fruit or vegetable snack box for their child.

## PARENT/FAMILY INVOLVEMENT

We have an *Open-Door Policy* where we welcome, encourage and support parent participation in our preschool program.

We rely on parent volunteers to assist with many of our daily and weekly tasks of maintaining the preschool, such as, preparing the daily fruit snack in Term 1, gardening and the occasional odd jobs.

If you are able to help us at any time, please speak to one of our staff members and complete an ochre card working with children application.

## WATER PLAY DAY

Throughout the year, we have *Water Play Days*. These are held in Term's 2, 3 and 4. On this day we spend most of the outdoor learning session, outside exploring water play and all things messy! It is important to dress your child in clothing that can get wet and dirty. Students require adequate coverage such as rash vests, per our sun safe policy.

It is essential on these days to pack a **wet bag** (any bag that can hold wet items without wetting the other contents of their school bags) with a towel and change of clothes for the children to change into for the rest of the day.

## PRESCHOOL LIBRARY and BORROWING

We have our very own library that all children can access during the preschool day. In Term 2 the preschool children visit the Primary School library for borrowing. They can borrow one book at a time to take home for the week and return on their allocated library day. Library sessions will be assigned to each class and notification will be given to families late in Term1.

In Term 1 the children are supplied with a calico library bag they decorate themselves, to use for Library in Term 2. This is made possible from the parent contribution from Term 1.



## WATER & FOOD

We have cold water bubblers inside and outside at preschool that are easily accessible to the children to fill water bottles. Fruit and vegetables are provided in Term 1 and we will ask you to provide a fruit or vegetable snack only in Terms 2, 3 and 4.

With the introduction of our full day program, children will be provided a fruit snack in Term 1, however, families will need to pack a lunch box for their lunch. In Terms 2, 3 and 4, families will be required to pack snacks and lunch for their children.

We ask families to be mindful of the student's we have at our preschool, who have allergies to Nuts, Dairy and Eggs, when packing lunch boxes. If we do have anaphylaxis children in your child's class you will receive communication prior to school starting and we ask you avoid placing these items in your child's lunch box.

Throughout the year, we include cooking experiences within our program. These experiences provide your child with real life numeracy skills, sensory exploration, and positive collaboration with their peers.

## HEALTH

There are a number of specific infectious illnesses that require exclusion from preschool that are highlighted by the Northern Territory Government Centre for Disease Control. These include conjunctivitis, chicken pox, diarrhoea, impetigo (school sores), and others. Please consult your doctor or pharmacist if you need further advice or information and refer to the 'Time Out' exclusions poster on this link: [Timout Poster NT Health WEB](#)

## ALLERGIES & DIETARY REQUIREMENTS

Please let us know if your child is allergic or highly sensitive to anything that could cause a reaction or life-threatening anaphylaxis, including latex, band-aids, animals, foods and plants. If your child is not permitted some foods, it is important that you let us know.

## Communication

**Xuno** is our whole school communication platform. This platform will be where newsletters, notifications and updates will be posted. Additionally, this is where families can send and receive messages to and from teaching staff. All families will receive an email at the beginning of the year to join Xuno.

**Seesaw** as your child's online journal and our main form of communication in the preschool. You will be provided with access to this by your child's teacher. Please make sure you check your Seesaw account regularly to ensure you are up to date with important information and events.

Please notify us if you have any changes in address, phone numbers, emails or emergency contacts.

If your child is unable to attend Preschool, we appreciate notification of their absence. This can be done via a phone call or through Seesaw. You can notify either the front office of the primary school or preschool staff directly.

The preschool staff are always happy to talk with you about your child. Please feel free to contact us in person or via phone/Seesaw. If you require a longer meeting time, we are happy to make appointments that are convenient for both staff and families.

## PARENT COMMITTEE

At the beginning of each new year, we have a Preschool Parent Committee we encourage new families to engage with. This is a parent driven committee and new parents meet on a regular basis throughout the school year to assist with organising social events and fundraising.

Additionally, the preschool staff encourage the parent committee to give feedback on areas they would like to see improved within the preschool setting, areas they think we are doing really well and new areas of learning for our preschool community.

We would love to hear your ideas about how we can gather as a preschool community and share our learning with each other.

## VOLUNTARY PARENT CONTRIBUTIONS

Preschool education is available for all children in the Northern Territory and is not compulsory. There is a Voluntary Parent Contribution per term of \$50.00 that can be made to go towards your child's non-compulsory preschool education, and this is greatly appreciated. These additional parent contributions enable us to provide the following:

- Resources for our Preschool
- Specialists from the community to work with the students
- Fruit and vegetable snack for the children in Term 1
- Cooking ingredients and materials

Please be assured that no resource or facility will be withheld or withdrawn from a child should you choose not to make this contribution. This contribution can be made through the front office at the Primary School.

In 2025 we have identified we need to replenish our outdoor play materials and equipment. This will be an additional area of focus for our Voluntary Parent Contributions to go towards.

The NT Government provides a \$150, '**Back to School**' voucher for students enrolled at a public preschool/school. The voucher is to assist families in covering the cost of uniforms and a preschool craft package. If you have any questions about the voucher and how to use it, please see the front office at the Primary School.

Our preschool is a very busy place and there is always something interesting happening. We hope you and your children enjoy your year with us. Please do not hesitate to call, email or come in and see us if you have any questions.

Being, Belonging and Becoming