



CREATIVE BEGINNINGS EARLY LEARNING AND KINDERGARTEN

Creative News

Hello Everyone,

Thank you to all the children, parents and staff for making me feel very welcome at Creative Beginnings. I am available in the office from Monday – Friday so please stop in or call if you have any queries.

Staffing:

We have said goodbye to Catherine from the babies’ room and welcome Rachael Hancock to replace her as the Room Leader. Rachael has had many years experience working within the childhood sector.

We have also said goodbye to Melissa who is commencing her maternity leave position.

Melissa is expecting a baby boy in May.

At this stage we have not yet replaced this position and have endeavoured to replace these shifts with our regular relief staff in order to maintain consistency. You will be advised as soon as a permanent staff member has been appointed.

We will be saying goodbye to Renee who will also be going on maternity leave in March.

Renee is expecting a baby girl in April.

We wish all the staff much happiness and look forward to having Rachael as part of the team.

Kind Regards,
Karen Kondic
Centre Manager

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Centre Availability

We have days available in most of the rooms throughout the centre. Please let me know if you require any extra permanent or casual days.

Room/ Days	Mon	Tues	Wed	Thurs	Fri
Nursery	*	*	*	*	*
Babies	*	*	*	*	*
Toddler	*				*
Junior Pre-Kinder	*	*	*	*	*
Pre-Kinder	*	*	*	*	*
Kinder	*	*	*	*	*

* Indicates availability on that day

Please Note: These vacancies may change daily.



Philosophy, Broad Goals and Policy Reviews

Enrolment Policies

- ENR1.1 Enquiry Procedure V1.2
- ENR1.2 Enrolment & Orientation Policy V1.2
- ENR1.3 Re-Enrolment Procedure V1.2
- ENR1.4 Centre Opening Hours Policy
- ENR1.5 Priority of Access Policy V1.2
- ENR1.6 Delivery & Collection of Children Policy V1.2
- ENR1.7 Uncollected Children Procedure V1.2
- ENR1.8 Unfit to Collect Child Policy
- ENR1.9 Distressed Child Policy



REMINDERS TO PARENTS

Lost Property

Please take a minute to look through the items in Lost Property. All unclaimed items will be donated to the Salvation Army after Friday 12th March.

Please remember to label all of your child's belongings so this way we know who they belong to.

Sun Smart

At Creative Beginnings we are a Sun Smart Centre. All children must be wearing hats during outdoor play right throughout the year. If the children do not have hats they will not be able to participate in outdoor experiences as we have a "No Hat, No Play" policy at Creative Beginnings. Please see Guardian Policy on page 11.



Car Park

Please remember to drive slowly when driving in and out of the centre car park and take care when reversing as little children are hard to see.

Parents must ensure that they are supervising their children at all times.



**Up Coming Centre Events:
March 2010**

- Tues 2nd Business Clean Up Day
- Thurs 4th Parent Information Night 6.30pm
- Monday 8th Labour Day- Centre Closed
- Mon 8th International Women's Day
- Thurs 11th World's Greatest Shave- Come with coloured hair
- Wed 17th St Patricks Day- Come dressed in green
- Fri 26th Pyjama Day- Come in your Pj's



**Up Coming Morning & Afternoon teas:
March 2010**

- Tues 2nd Parent morning tea at 9am
- Thurs 11th Parent and Community afternoon tea at 3.00pm
- Wednesday 25th- Parent Morning Tea at 9.00am



Nursery Room News

Dear Parents,

We have been very busy in the nursery and have welcomed Darius, Jacob, Jessica.....

Everyone is settling in well and we are enjoying being able to spend some time outdoors. Please remember to bring in a labelled sun hat so that your child can explore the great outdoors.

We have been enjoying the cognitive area where we are learning how to do the puzzle board, watching the toys pop up in the reaction box and feeling the different textures of the material board.

Please feel free to talk to the staff at anytime about your child's needs and interests. If regular staff are unavailable please feel free to communicate via the parent communication book. It is located just inside the door - you can leave us any messages about your child, their night or any milestones they may have reached.

Please remember to let us know if there is a change to your child's routines including sleeps, feeding and eating preferences. This way we can ensure consistent care for your child.

Please remember to pack the following labelled items into your child's bag each day:

- Hat
- Water bottle
- Bottles for formula and milk
- Spare clothing
- Comfort Items

Thank you,
Shari and the Nursery Room Staff



Nursery Photos



Ava doing the block puzzle



Lauren having fun with the bead frame



Darius popping up the reaction toy

Babies' Room News

Dear Parents,

First of all we would like to welcome Gemma, Cadence, Jessica, Ryder, Allegra and Archie G to the babies' room. The children have all settled very well into their new environment.

The children have been very busy with Artwork which they are really enjoying. They are showing great artistic ability so make sure you look out for new displays within our room and in the corridor.

We are also mastering our balancing skills and are practicing on the balance beam. We make sure we concentrate as we walk across so that we don't fall.

At group time we are able to sit for a little bit longer and enjoy having story time where we can further develop our listening skills.



The children have had great fun in the sandpit where we have experimented with wet sand by adding water. We are then able to build sandcastles and mud pies. When we have water in the sandpit the children refer to it as the beach.

We said goodbye to Catherine who has left to work at a centre closer to home and we are happy to have Rachael as our new room leader working alongside DiDi.

Thankyou
Babies' Room Staff ☺



Babies' Photos



Group Time



Drawing time in the babies room



Toddler Room News

Dear Parents,

My name is Jing Jing (Gina) and I am the new Room Leader in the Toddlers room working alongside Aysen and Suellen. I have a great passion for working with children and believe that early childhood lays the foundation of all learning.

As part of our daily programming we will be providing a stimulating environment for the children to explore, experiment and most of all have fun. Our mission is to find out about children's interests and extend on them to further their learning and development.

Over the past month we have been doing lots of activities. We have been doing lots of artwork and have done painting with both small and big brushes and talked about the differences. We have also done bubble painting, marble painting and apple caterpillars.

We are always exploring and looking for new and interesting activities. If you have any ideas or know of any activities that your child is interested in please let us know.

We have the dramatic play area set up where the children are doing lots of role playing and looking after the babies. This area is helping to develop the children's imagination, self identity, communication and language skills as well as many others.

We are looking at doing some planting in the coming months so if any of you are keen gardeners please let us know if you can assist us in any way.

In the coming monthly we will be focusing on colours through incidental activities. It is a great way for children to learn through everyday conversations. When we are talking to the children we will refer to objects by their colour i.e. That bicycle is red, OR You have a green cup today.

Please feel free to speak with any of the staff in regards to your child.

Thanks,
Gina, Aysen, Suellen and the Toddler Room Staff ☺



Toddler Photos



Puzzles



Painting Fun



Junior Pre Kinder an Pre-Kinder Room News

Hi all,

We have been busy as can be in the Pre-Kinder room over the past month! This month we have been busy making masks, making flags and other such craft activities. We have also been working on our Gross Motor skills, making a larger jump out of the A-Frame and balance beam, with a few tumbles we have finally mastered it and love showing off to our caregivers how big we can jump!

With our masks, which some are displayed at the back of the room we have used paper plates, which our caregiver's cut holes for eyes. We have then used a combination of creativity and fine motor skills to stick pom-poms, pasting scraps and painted glitter glue on top. Some of us also used feathers, which some stuck down as a smiley mouth.

Our flags used scraps of material, which were donated by our aid Desiree who attends on Fridays; with oil pastels we draw a picture. We used multicultural flags, which were displayed in the room, for a couple of weeks as our inspiration. They are currently displayed in the room and the range of colours used is amazing!

In terms of self-help we have been further working on putting on our own sunscreen, which is extremely humorous to our caregiver! But we are all trying and with the help of our caregiver have improved our overall responsibility of this routine task. Please note also, children must bring a labelled hat so that they can enjoy going outside in line with our Sun smart policy.

Over the next few weeks we are continuing with name recognition, through a series of flash card games and recognizing the first letter of our name from an alphabet book. We will also be engaging in more craft activities, with the use of a variety of materials. The Pre-Kinder also have their family tree up, but it is looking pretty bare, we would love to fill it, so if you have a spare photo of your immediate family please send it with your child or pass it along to any of the staff, so we can put it up!

Any comments, questions or concerns, please feel free to discuss them with me or any of the staff in the Pre-Kinder room

Thanking you, Rebecca (Room Leader) and Pre-Kinder staff.



Junior Pre-Kinder, Pre-Kinder and Kinder



Kinder Room News

Dear Kinder Parents,

This is my last newsletter before I head off on maternity leave. I have thoroughly enjoyed working in the kinder room with your children and have enjoyed many positive interactions.

Recently we have been very busy creating new works of art and will continue to use many different mediums to experiment with.

Have a look at the art work displayed in our room and keep an eye out for more exciting creations. We are going to start using our collage trolley which will contain material, pom poms, bottle tops, paper, and lots more.

We have been enjoying playing outdoors and have been very busy playing in the sandpit making roads and tracks to push the cars through. We have also been digging to make BIG holes and then filling them up again.

We have also been mastering our climbing skills on the obstacle course by climbing over the A frames, across the balance beams and jumping off at the end.

Please remember to bring a labelled sun hat so that the children can enjoy going outside to play.

Thank you for all my well wishes and I will definitely come in with bubs to show all the children, staff and families.

Thanks,
Melissa and the Kinder staff



Group Time with Sharon

Clap Clap Clap Your Hands

Clap Clap Clap Your Hands
Clap Your Hands Together
Clap Clap Clap Your Hands
Clap Your Hands Together

La La La La La La La
La La La La La La La
La La La La La La La
La La La La La La La

Clap Clap Clap Your Hands

Clap your hands Together

FROM THE KITCHEN:

FRUIT MUFFINS

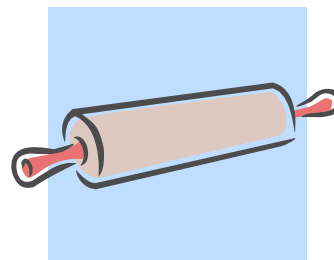
- 1 cup fruit (e.g. sultanas, dried apricots, apple, banana etc.)
- 2 Cups Self raising Flour
- 1 Cup Brown Sugar
- 1 Egg
- $\frac{1}{4}$ Cup Oil
- $\frac{3}{4}$ Cup Milk

Method:

Mix all ingredients well in a large bowl.

Grease 12 muffin pan and drop a tablespoon of mixture into muffin pan.

Bake for 15 minutes in 180 degree oven until they are golden and spring back.



RESOURCES

Please take time to look around the Centre as we have a large range of resources available for you to look at.

- Song Books
- Policy Review Folder
- Family Resource Library
- Fact sheets
- Brochures
- Current newsletter
- Parent Handbooks
- Centre Menu
- Centre Events



Remember that the staff are also a great resource.

Supporting our Local Community...



Show this coupon to receive a **free** medium take away coffee or a mug when eating in, when you spend \$10- or more at East West Café, 'Simply better coffee'

Hurry Offer Expires Soon
882 Nepean Hwy
Hampton East



www.raisingchildren.net.au

The raising children website is full of information and great ideas for parents with children of all ages.



www.onlymelbourne.com.au

Find out what's on in Melbourne and where to take the kids on your next outing

Centre Opening Hours ENROLMENT

POLICY & PROCEDURE

Issue Date: January 2009

Review Date: January 2010

Objective

For the Centre to be open for sufficient hours to meet the needs of the families and children, community and staff.

Explanation

In determining the hours that the centre will operate, consideration must be given to the community and family needs, the legislative and funding requirements and the business expectations.

Implementation

1. Guardian Childcare will initially set the operating times for the centre.
2. The Centre Manager will monitor the opening times and whether they meet the needs of the community and families.
3. The Centre Manager can pass on suggestions to amend the opening times (with full explanation of reasons) to their Regional Manager.
4. A variety of program times within the overall opening times will be offered, where possible. Eg. Outside School Hours Care.
5. The opening times and programs offered at the centre will be communicated to parents as an attachment to the Parent Handbook and on notice-boards within the centre.
6. Staff will be required to work their shifts in line with the opening and closing times at the centre and must remain until the centre closes in the evening unless prior arrangements have been made with the Regional Manager.
7. Families failing to collect their children by the nominated closing time of the centre will be charged an additional late fee of \$1.00 per minute after closing time. This additional fee will be charged to the parents account for childcare fees.
8. The centre will be closed from the end of the last business day before December 25th each year and re-open on the first business day after January 1st the following year. During this time, no fees will be charged to families.