



# **Parent Information Handbook 2023**



# Our Preschool

Our preschool is an owner operated service that specialises in offering your child a safe and stimulating learning environment with a family atmosphere. We offer small group numbers with high ratios of qualified staff as we know that children learn best when they are given opportunities to work with educators one-on-one. This structure allows us opportunities to take on meaningful projects that go beyond just learning. The children acquire knowledge that can be put into practice outside the preschool, in the community and at home.

<b>Operating Hours</b>	<b>Daily Fee</b>	<b>Capacity</b>
Monday to Friday 8am - 4pm	\$105	19 children
Early Starters 7.30am - 4pm	\$115	11 children
<b>Child Age</b>	<b>Programs</b>	<b>License</b>
2.5 - 5 years	Early Years Learning Framework Queensland Kindergarten Program	<b>Approval number:</b> PR-40029053 <b>Service number:</b> SE-00001818 <b>CCS approval:</b> 190058279B <b>National Quality Standard:</b> Meeting

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Website: [www.yedp.com.au](http://www.yedp.com.au)

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# Acknowledgement of Country

Gurumba bigi, we acknowledge the Turrbal and Yuggera people as the First Nations owners of the land where Young Einstein Discovery Preschool now stands. We pay our respects to Elders, past, present and emerging. We recognise that these lands have always been places of teaching, playing and learning.



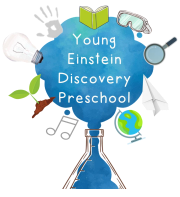
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# Welcome

Welcome to Young Einstein Preschool. Our preschool is located in Anstead surrounded by nature and wildlife. The service can be accessed via the Mount Crosby Service Road. We accept enrolments for children aged between 2.5 - 5 years who are toilet trained. Our preschool provides a kindergarten program which differs from other programs available in our area. We are a small service with the capacity of 19 enrolments, which enables us to deliver a unique and personalised program. We foster inquiry based pedagogy where children develop problem solving skills and learn to make real-life connections through investigations. Children are given opportunities throughout the year to be involved in productions and to complete meaningful projects that enhance their creativity and learning.



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# Curriculum

<ul style="list-style-type: none"> <li>• Letter and Number Recognition</li> <li>• Literacy and Communication</li> <li>• Science and Mathematical Concepts</li> <li>• Technology Skills</li> <li>• Social and Emotional Wellbeing</li> </ul>	<ul style="list-style-type: none"> <li>• Creative Arts</li> <li>• Inquiry Based Learning</li> <li>• Nature Play</li> <li>• Risky Play</li> <li>• Fundamental Movement Skills</li> <li>• Gardening and Cooking</li> <li>• Sustainability and the Environment</li> </ul>
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## A day at Young Einstein Discovery Preschool

Morning	Middle	Afternoon
<p><b>7.30am - 8am:</b> Early starters arrive and join children directed play activities</p> <p><b>8am - 9am:</b> Children arrive and join children directed play activities</p> <p><b>9am - 10am:</b> Fundamental movement skills, outside activities and games</p>	<p><b>10am - 10.30am:</b> Teacher guided morning time. Literacy and Mathematical concepts</p> <p><b>10.30am - 11am:</b> Morning tea</p> <p><b>11am - 12pm:</b> Teacher guided play based inquiry learning and projects</p>	<p><b>12pm - 1.30pm:</b> Child guided play-based inquiry learning and projects</p> <p><b>1.30pm - 2pm:</b> Lunch time</p> <p><b>2pm - 3pm:</b> Rest time</p> <p><b>3pm - 3.30pm:</b> Teacher guided literacy (story telling, songs, visual literacy, drama)</p> <p><b>3.30pm - 4pm:</b> Children guided literacy and pick-up time</p>

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# Young Einstein Performances

Throughout the year children engage in a mid-year and end of year production. Their participation in these performances enhances their confidence and provides opportunities for them to engage with the arts and develop new skills. Our productions are a favourite event amongst families and children and a special time we all look forward to.



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# Young Einstein Projects

At our preschool we take on meaningful projects throughout the year. The children learn new skills that they can apply in the real world.

These projects give purpose to the children's learning and enhances their ability to design, be creative, build and manipulate objects.



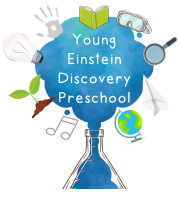
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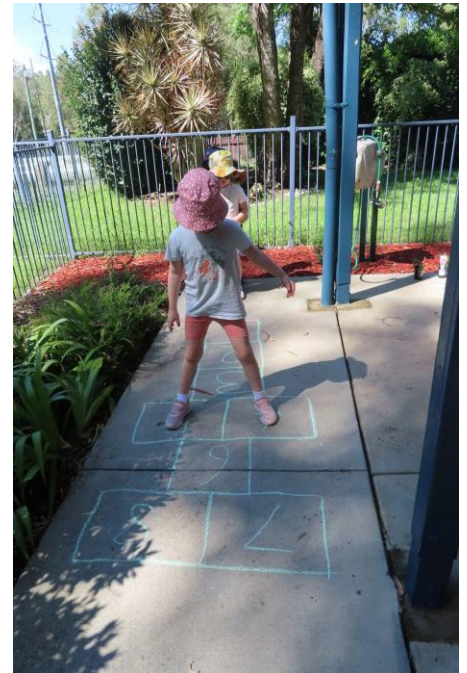
# Fundamental Movement Skills Program

Our preschool uses the Franky and Friends Fundamental Movement Skills

Program to help enhance children's development.

The program focuses on teaching 13 important skills.

1. Jumping
2. Running
3. Galloping
4. Hopping
5. Leaping
6. Skipping
7. Side-Sliding
8. Catching
9. Stationary Dribble
10. Striking
11. Kicking
12. Underarm throw
13. Overarm throw



<https://healthykids.nsw.gov.au/downloads/file/campaignsprogram/FrankyFriends.pdf>

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# Our Playground Philosophy

Our playground philosophy is to keep the outside space open and available to be able to create new experiences and challenges for the children to explore. Our playground is a blank canvas that can be transformed into any exciting imaginary environment such as an obstacle course, a search and rescue mission, an emergency service network, a hide and seek fort, a bike track and many other wonderful discoveries. The space allows children to engage in a variety of risky, creative and natural play experiences.



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# Preschool Philosophy

We connect with families as we welcome them into our learning space each morning. It is during this interaction that families and teachers can gain a deeper understanding of the needs of individual children. We provide an inclusive environment and our preschool promotes Indigenous culture, additional needs and cultural diversity. We ensure that our services are accessible and equitable for all users. We create a safe and inviting atmosphere where we nurture every child's uniqueness and curiosity. Our educators set up stimulating spaces and inquiries that ignite discovery, imagination, and exploration. We use a wide variety of natural, recycled, open-ended and quality education resources for children to explore and experiment with.

We expose children to core curriculum and active, sensory, and creative experiences that promote their personal progress. Our preschool highly values respect and responsibility and we embed these values into all interactions with the children. We encourage risk taking, problem solving and personal independence in a controlled and safe environment. Our teachers model positive relationships with the children and support positive interactions from child to child. We believe that kindness, empathy, and fairness need to be taught so that children have the skills to maintain healthy relationships now and

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in their future. We respectfully acknowledge the rights of the child and advocate for their safety and wellbeing.

Our Preschool adopts reflective practices to continually make improvements to our service. We work in partnerships with staff, families, and our local community to provide a service that is valued by all. The staff employed at our preschool are highly qualified and demonstrate ongoing training to strive to provide quality services. We aim to always maintain the continuity of educators so that children feel safe and secure and staff are able to confidently follow all policies and procedures. Our staff conduct themselves professionally and ethically and are positive role models for the families who use our service.



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# Staff

	<p>Our staff are highly experienced, dedicated and passionate about achieving the best outcomes for all children. They offer an individualised program which supports each child's ability, potential and needs.</p>
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Name	Position	Qualification	Roster
Marianne Pankhurst	Director Educational Leader Approved Provider Nominated Supervisor	Bachelor of Early Childhood Studies / Primary Education Provider Approval Service Approval CCS Approval	Monday to Friday 7.30am - 4pm
Ian Wilkinson	Approved Provider	Provider Approval Service Approval CCS Approval	Part-time office hours
Jasu Kara	Educator Nominated Supervisor	NVQ Certificate 3 Preschool Education and Management	Monday to Friday 8am - 4pm

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# Fees and Attendance

## Fees

Preschool Program daily fees are **\$105** per day.

Early Starters daily fees are **\$115** per day

The service is Child Care Subsidy approved and families may be entitled to Child Care Subsidies from the government. Our preschool delivers a Queensland Kindergarten approved learning program.

Our preschool uses **Xplor software** to complete enrolments and issue fortnightly invoices which are paid via direct deposit. Families are able to download the Xplor Home app via IOS or Android to access realtime information about their child and account.



At the time of enrolment a charge of \$20 is required for administration of new enrolments.

All payments are to be made using the Xplor App with the 'Pay Now' or 'Direct Debit' features.



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## Preschool Hours

The preschool offers care from 8am – 4pm for children aged 2.5 - 5 years. Early Starters care is available on request from 7.30am - 8am however, numbers are limited and charges apply. The preschool is open for 48 weeks a year and is closed for public holidays, Easter and 4 week period during mid December and early January. Exact dates are given to families in advance.

## Attendance

The children undertake special projects and performances throughout the year and to be able to participate fully in the curriculum we require children to be enrolled to attend preschool for a minimum of 2 days attendance each week.

If your child is unwell they may be excluded from attending the service due to infectious illnesses or diseases. Please refer to the Queensland Department of Health - Time Out Poster for further information (page 18).

All absences need to be reported to preschool staff to maintain our duty of care. Any absences throughout the year are chargeable. This includes illnesses, family holidays and decisions made by families to finish the school year early.

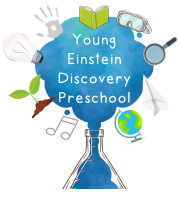
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# What to Bring

Backpack	
Wide Brim Hat	
Sunglasses	
Suitable Clothing (no dresses please)	
Spare Clothes	

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Runners and Socks	
Water Bottle	
Single Bed Size Sheet	
Healthy Morning Tea	
Healthy Lunch  All food must be in line with the Australian Guide to Healthy Eating	
<p><b>Please remember to clearly label every item you send to preschool so that your child's belongings can be returned and distributed when necessary.</b></p>	

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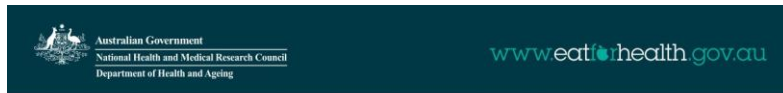
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# Healthy Eating

Our preschool uses the Australian Guide to Healthy Eating as a tool for families to pack healthy lunches that will support children's nutrition. We ask that all foods supplied for morning tea and lunches are on the guide.



## Australian Guide to Healthy Eating

Enjoy a wide variety of nutritious foods from these five food groups every day. Drink plenty of water.



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# Time Out Poster

Our preschool uses the Queensland Health Time Out poster to help keep all children healthy and safe.

Queensland Health

## Time Out

Keeping your child and other kids healthy!

- Information for a number of infectious conditions that may require<sup>1</sup> exclusion of children from school, education and care services.
- Additional public health recommendations that apply to children and adults.
- To assist medical practitioners, schools, preschools and childcare facilities to meet the public health requirements<sup>1</sup> and recommendations.

\*Refers to contagious conditions as per the Public Health Regulation 2008.

1. Observing the exclusion period meets the intent of the Public Health Act 2005 for a person to be non-infectious. See schedule 4 of the Public Health Regulation 2008 for a complete list of contagious conditions and their exclusion criteria.
2. Doctors should notify the local Public Health Unit as soon as possible if children or staff are diagnosed with these conditions. Refer to page 2 for Public Health Unit contact details.

Condition	Person with the infection	Those in contact with the infected person (The definition of 'contact' will vary between diseases)
*Chickenpox (varicella)	<b>EXCLUDE</b> until all blisters have dried, and at least 5 days after the onset of symptoms. <sup>1</sup>	<b>EXCLUSION MAY APPLY</b> <b>EXCLUDE</b> non-immune pregnant women and any child with immune deficiency or receiving chemotherapy. Advise to seek urgent medical assessment. Contact your Public Health Unit for specialist advice. Also see Shingles information below.
Cold sores (herpes simplex)	<b>NOT EXCLUDED</b> if the person can maintain hygiene practices to minimise the risk of transmission. Young children unable to comply with good hygiene practices should be excluded while sores are weeping. Sores should be covered with a dressing where possible.	<b>NOT EXCLUDED</b>
Conjunctivitis	<b>EXCLUDE</b> until discharge from eyes has ceased unless a doctor has diagnosed non-infectious conjunctivitis.	<b>NOT EXCLUDED</b>
*COVID-19 <sup>2</sup>	<b>EXCLUDE</b> those who have symptoms and relevant contacts. <sup>1</sup> See latest Queensland Health guidance for exclusion periods and criteria. Contact your Public Health Unit for specialist advice.	<b>EXCLUSION MAY APPLY</b> Contact your Public Health Unit for specialist advice.
Cytomegalovirus (CMV)	<b>NOT EXCLUDED</b> pregnant women should consult with their doctor.	<b>NOT EXCLUDED</b> pregnant women should consult with their doctor.
<b>Diarrhoea and/or Vomiting</b> Including: • amoebiasis • campylobacter • cryptosporidium giardia • rotavirus • salmonella • gastroenteritis <b>but excluding:</b> • norovirus • shigellosis • toxin-producing forms of E.coli (STEC)	Exclusion periods may vary depending on the cause. <b>EXCLUDE</b> a single case until the person, has no symptoms <sup>1</sup> (includes vomiting if applicable), is feeling well and they have not had any loose bowel motions for at least 24 hours or if the person has confirmed norovirus exclude for at least 48 hours. <b>EXCLUDE</b> all persons who prepare or serve food until they have not had any diarrhoea or vomiting for 48 hours. <b>NOTE:</b> If there are 2 or more cases with diarrhoea and/or vomiting in the same location, which may indicate a potential outbreak OR a single case in a food handler, notify your Public Health Unit. <b>Diarrhoea:</b> 5 or more loose stools or bowel movements in a 24 hour period that are different from normal and/or escapes a child's nappy. See information below if norovirus is confirmed or considered likely as the cause of diarrhoea and vomiting.	<b>NOT EXCLUDED</b>
<i>See advice for these specific conditions below</i>		
*Enterovirus 71 (EV71 neurological disease)	<b>EXCLUDE</b> until written medical clearance is received confirming the virus is no longer present in the person's bowel motions. <sup>1</sup>	<b>NOT EXCLUDED</b>
Fungal infections of the skin and nails (ringworm/tinea)	<b>EXCLUDE</b> until the day after antifungal treatment has commenced. (No exclusion for thrush).	<b>NOT EXCLUDED</b>
Glandular fever (mononucleosis, Epstein-Barr virus)	<b>NOT EXCLUDED</b>	<b>NOT EXCLUDED</b>
*German measles (rubella) <sup>2</sup>	<b>EXCLUDE</b> for 4 days after the onset of rash <sup>1</sup> or until fully recovered, whichever is longer. Pregnant women should consult with their doctor.	<b>NOT EXCLUDED</b> pregnant women should consult with their doctor.
*Haemophilus influenzae type b (Hib)	<b>EXCLUDE</b> until the doctor confirms the person is not infectious and has completed 4 days of appropriate antibiotic treatment. <sup>1</sup> Contact your Public Health Unit for specialist advice.	<b>EXCLUSION MAY APPLY</b> Contact your Public Health Unit for specialist advice.
Hand, foot and mouth disease	<b>EXCLUDE</b> until all blisters have dried.	<b>NOT EXCLUDED</b>
Head lice	Exclusion is not necessary if effective treatment is commenced before next attendance day (i.e. the child does not need to be sent home immediately if head lice are detected).	<b>NOT EXCLUDED</b>
*Hepatitis A <sup>2</sup>	<b>EXCLUDE</b> until at least 7 days after the onset of jaundice. <sup>1</sup> OR for 2 weeks after onset of first symptoms, including dark urine if there is no jaundice. If a person is asymptomatic, contact your Public Health Unit for Specialist advice.	<b>NOT EXCLUDED</b> Contact your Public Health Unit for specialist advice about vaccination or treatment for children and staff in the same room or group, children transferring to another centre and new enrolments.

September 2021

Queensland Government

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Queensland Health		
Condition	Person with the infection	Those in contact with the infected person <sup>1</sup>
Hepatitis B and C	<b>NOT EXCLUDED</b> cover open wounds with waterproof dressing.	<b>NOT EXCLUDED</b>
Hepatitis E	<b>EXCLUDE</b> until at least 2 weeks after the onset of jaundice.	<b>NOT EXCLUDED</b>
Human immunodeficiency virus (HIV/AIDS)	<b>NOT EXCLUDED</b> cover open wounds with waterproof dressing.	<b>NOT EXCLUDED</b>
Influenza and influenza-like illness	<b>EXCLUDE</b> until symptoms have resolved, normally 5-7 days.	<b>NOT EXCLUDED</b>
*Measles <sup>2</sup>	<b>EXCLUDE</b> until the doctor confirms the person is not infectious but not earlier than 4 days after the onset of the rash. <sup>3</sup> Contact your Public Health Unit for specialist advice.	<b>EXCLUSION MAY APPLY</b> <b>NOT EXCLUDED</b> vaccinated or immune contacts. <b>EXCLUDE</b> immuno-compromised contacts (including those receiving chemotherapy) until 14 days after the appearance of the rash in the last case. <b>EXCLUDE</b> non-or incompletely vaccinated contacts, without evidence of immunity. Contact your Public Health Unit for specialist advice.
Meningitis (bacterial)	<b>EXCLUDE</b> until well and has received appropriate antibiotics.	<b>NOT EXCLUDED</b>
Meningitis (viral)	<b>EXCLUDE</b> until well.	<b>NOT EXCLUDED</b>
*Meningococcal infection <sup>3</sup>	<b>EXCLUDE</b> until the treating doctor confirms the child is not infectious and at least 24 hours of appropriate antibiotics have been completed. <sup>4</sup> Contact your Public Health Unit for specialist advice.	<b>NOT EXCLUDED</b> Contact your Public Health Unit for specialist advice about antibiotics and/or vaccination for close contacts.
Molluscum contagiosum	<b>NOT EXCLUDED</b>	<b>NOT EXCLUDED</b>
Mumps	<b>EXCLUDE</b> for 5 days after onset of swelling. Pregnant women should consult with their doctor.	<b>NOT EXCLUDED</b> pregnant women should consult with their doctor.
*Norovirus	<b>EXCLUDE</b> until no symptoms and no loose bowel motions for 48 hours. <sup>5</sup>	<b>NOT EXCLUDED</b>
Roseola, sixth disease	<b>NOT EXCLUDED</b>	<b>NOT EXCLUDED</b>
Scabies	<b>EXCLUDE</b> until the day after treatment has commenced.	<b>NOT EXCLUDED</b>
School sores (impetigo)	<b>EXCLUDE</b> until 24 hours of appropriate antibiotics have been completed. Cover sores on exposed areas with a waterproof dressing until sores are dry, and encourage handwashing.	<b>NOT EXCLUDED</b>
Shiga toxin-producing E.coli (STEC)	<b>EXCLUDE</b> until diarrhoea has stopped and 2 samples have tested negative. Contact your Public Health Unit for specialist advice.	<b>EXCLUSION MAY APPLY</b> Contact your Public Health Unit for specialist advice.
Slapped cheek syndrome, fifth disease (parvovirus B19, erythema infectiosum)	<b>NOT EXCLUDED</b> pregnant women should consult with their doctor. <b>Note:</b> Children are contagious until 24 hours after the fever resolves. Rashes generally occur after the infectious period has passed.	<b>NOT EXCLUDED</b> pregnant women should consult with their doctor.
Shigellosis	<b>EXCLUDE</b> until there has been no diarrhoea or vomiting for 48 hours. Contact your Public Health Unit for specialist advice.	<b>EXCLUSION MAY APPLY</b> Contact your Public Health Unit for specialist advice.
Shingles (herpes zoster)	<b>EXCLUDE</b> all children until blisters have dried and crusted. <b>EXCLUDE</b> adults if blisters are unable to be covered. <b>NOT EXCLUDED</b> in adults if blisters can be covered with a waterproof dressing until they have dried.	<b>EXCLUSION MAY APPLY</b> Contact your Public Health Unit for specialist advice, including advice for pregnant women and any person who is immuno-compromised (including receiving chemotherapy).
Streptococcal sore throat (including scarlet fever)	<b>EXCLUDE</b> until 24 hours of appropriate antibiotics have been completed.	<b>NOT EXCLUDED</b>
*Tuberculosis (TB) <sup>6</sup>	<b>EXCLUDE</b> until written medical clearance is received from the relevant Tuberculosis Control Unit.	<b>NOT EXCLUDED</b>
*Typhoid <sup>7</sup> and paratyphoid fever <sup>8</sup>	<b>EXCLUDE</b> until appropriate antibiotics have been completed. <sup>9</sup> Stool sample clearance will be required, contact your Public Health Unit for specialist advice.	<b>EXCLUSION MAY APPLY</b> Contact your Public Health Unit for specialist advice.
*Whooping cough (pertussis) <sup>3</sup>	<b>EXCLUDE</b> until 5 days after starting appropriate antibiotics or for 21 days from onset of cough AND confirmed that they are not infectious. <sup>10</sup> Contact your Public Health Unit for specialist advice.	<b>EXCLUSION MAY APPLY</b> for contacts of an infected person. Contact your Public Health Unit for specialist advice regarding exclusion of non-or incompletely vaccinated contacts.
Worms	<b>EXCLUDE</b> until diarrhoea has stopped for 24 hours and treatment has occurred.	<b>NOT EXCLUDED</b>

This is an assistive tool, it is not intended to replace clinical assessment, management or judgment.

**If you have any medical concerns, contact your healthcare provider or 13 HEALTH (13432584)**

For further advice on the information within this poster, contact your nearest Public Health Unit via 13Health or at [www.health.qld.gov.au/system-governance/contact-us/contact/public-health-units](http://www.health.qld.gov.au/system-governance/contact-us/contact/public-health-units)

**Further information on recommendations:**

- Communicable Diseases Network Australia (CDNA) guidelines <https://www.health.gov.au/internet/main/publishing.nsf/Content/cdnasongs.htm>
- National Health and Medical Research Council publication: infectious diseases in early childhood and education and care services, 5th edition [www.nhmrc.gov.au/guidelines-publications/ch55](http://www.nhmrc.gov.au/guidelines-publications/ch55)
- Queensland Department of health Communicable Disease Control Guidance <http://disease-control.health.qld.gov.au>



Use this QR Code to access a digital copy of this poster or visit [www.health.qld.gov.au/public-health/schools/prevention](http://www.health.qld.gov.au/public-health/schools/prevention)



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# Contact Us

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You can also find us on:



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