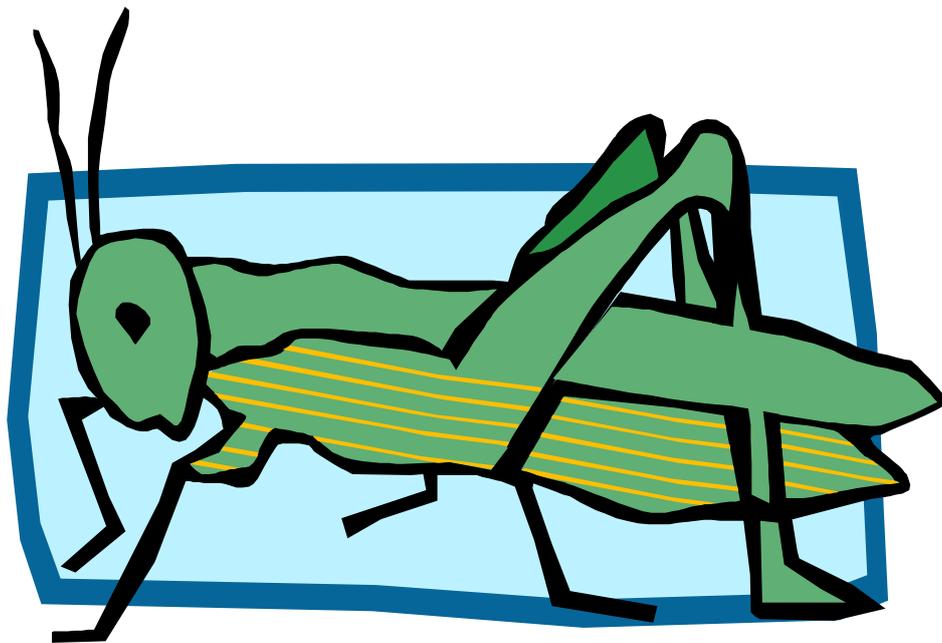


# GRASSHOPPERS

2008

## INFORMATION BOOKLET



ROZELLE CHILD CARE CENTR

## **PARENT INFORMATION**

### **CARERS:**

TEACHER / TEAM LEADER: BERNARDITA

ASSOCIATE DIPLOMA : GINA

ASSOCIATE DIPLOMA : JENNY

ASSISTANT : SIMONA

FLOATERS : STEPHANIE AND LINA

### **SIGNING-YOUR CHILD IN AND OUT EACH DAY**

#### **HE/SHE ATTENDS:**

This is a legal requirement and assists us in case of an emergency or a fire.

#### **PARENT**

#### **COMMUNICATION BOOK:**

Please write any messages for carers in our communication book; this is kept next to the sign-in sheets. It helps understand your child better if we know a little about their time away from care.

#### **ACCIDENT FORMS:**

If your child is involved in an accident it will be written up by the carer who has witnessed the accident. You will be asked to read the account and to sign it when you arrive. Even minor injuries are recorded.

If you would like a copy, simply ask a staff member.

#### **MEDICATION BOOK:**

All medications are administered by our trained staff. No medication will be given unless signed and detailed instructions are written in the medication register. All prescribed medication needs to have your child's name on it and we will follow only the labeled instructions.

For every child's safety, no medication is ever to be left in a child's bag.

#### **INFORMATION ON YOUR CHILD'S DAY:**

Our eat and sleep chart has been incorporated into the sign-in sheet. A description of the children's activities is written up each day on the program; there will also be photographs which will show what has happened during the day..

The Indoor and Outdoor program are displayed near the store room door. If you have any comments and suggestions regarding the program please see a staff member.

## **SEPARATION ANXIETY:**

The first few weeks are always a difficult time, especially for toddlers!!

The following strategies keep this period of disruption to a minimum:

1. - It's best not to linger too long in the morning even if your child is upset. He/she will settle much more quickly in the long term if you are able to make a confident, non prolonged exit.
2. - Busiest times for “drop-off” are between 8:00am and 9:00 am. Children can be cared for individually when they are upset if arrival times are slightly staggered.
3. - We understand how difficult this can be for parents, however please be confident that your child will soon settle.
4. - For more information on Separation Anxiety, please ask a staff member.
5. – To avoid backcare issues with staff, when you hand your child to a staff member, the staff member must be seated.

## **COLLECTING YOUR CHILD:**

Please let a staff member know if someone else will be collecting your child. If the name of the person is not on the permission list you will be asked to add it to the list or give us a written authorization for that particular occasion. If we are not familiar with that person we will ask for ID.

## **OBSERVING INDIVIDUAL CHILDREN:**

Each trained staff has a small group of “FOCUS CHILDREN” and they observe the development of each one of them in all different areas (Physical: Fine Motor- small muscles; Gross Motor- large muscles, Social/Emotional, Cognitive (intellectual), Self help Skills and Language). These observations are the basis for individual planning and help the carers to be aware of the development of every child in the room.

## **PROGRAMMING:**

Every child is programmed on an individual basis. Reasons for this are that we are able to:

1. - Observe your child in all Developmental Areas.
- 2, - Interpret behaviour so we can use the best strategies for your child's development.
3. - We then evaluate how your child has progressed.

Please let your child's focus carer know if you would like to discuss your child's development and individual program. Special time can be made for these discussions.

## **EXCURSIONS THROUGHOUT THE YEAR:**

We arrange to take the children on excursions during the year. You will be notified well in advance and given the opportunity to join us on the day. We also have unplanned walking excursions.

## **BITING:**

Toddlers may bite each other if their language is limited. They may bite to convey their feelings or to receive a response from another child or if a toy has been taken from them. When this occurs we console the child who has been bitten and tell the biter how unhappy he/she has made the child feel. Incidents of a child being bitten will always be recorded in the Accident Book. For confidentiality reasons, you will not be told who did the biting unless it is your child.

## **MUSIC**

The centre used to have a music teacher who gave music lessons every second Wednesday. At the moment the centre is in the process of looking for a replacement music teacher.

## **THINGS TO BRING EVERY DAY**

Please pack in your child's bag each day:

- 1 hat
- 1 spare pair of socks
- 5 nappies
- 3 pairs of underwear
- 1 singlet
- 2 pairs of long pants/shorts
- 1 plastic water bottle

If your child does not come every day, please make sure you take their nappies home in the afternoon. If you are toilet training your child, please bring every day: - 4 pairs of training pants

- 2 complete changes of clothes (socks as well)

**“PLEASE MAKE SURE THAT ALL YOUR CHILD'S CLOTHING AND SHOES ARE LABELLED”.**

**NOTE: AS WE HAVE SOME CHILDREN WITH SEVERE FOOD ALLERGIES, WE REQUEST THAT NO FOOD IS BROUGHT INTO THE CENTRE. FOR FURTHER INFORMATION SEE FOOD POLICY.**

### **TOILET TRAINING:**

If your child is toilet training, please ensure that plenty of spare underpants and at least 2 complete changes of clothes are brought to the centre every day.

### **TOYS:**

Please do not encourage your child to bring their own toys to the centre as they are easily lost, causing a great deal of upset to the owner. We are able to provide a wide range of toys and equipment for the children at the centre, thanks to the wonderful efforts of our fund raising parents. We do welcome one soft toy or comforter for sleep time from home; the centre already has a supply available.

### **ARTWORK:**

Please check the Art Box in the room each day to discover your child's creative efforts and to improve decorations on your refrigerator!!!

### **PHOTOGRAPHS:**

Please bring in one family photo. The children will get to know each other and will help them to feel at home. They love to talk about their families.

### **PARENTS AND GRANDPARENTS:**

Please feel free to drop in at any time and spend some time with your child and get to know the carers, other parents, read stories, do cooking, share a hobby or interest (music, gardening, dancing etc.).

We will also be holding a Mother's Day afternoon tea and a father's Day morning tea. Please keep an eye on the Grasshoppers Notice board for more details.

During the year there are many social activities throughout the centre and you will be informed.

### **ALLERGIES:**

The centre has a policy on children with food allergies; please refer to the Policy Information if you have any queries.

### **FINALLY:**

Please feel free to talk to us at any time with concerns, questions and suggestions.

If you would like to ring us during the day the best time is between 1:00 and 2:00 PM.

**Phone: 95558553**

## **GRASSHOPPERS STAFF**

### **BERNARDITA AMPUERO: TEACHER / TEAM LEADER**

Bernardita has been working at Rozelle for the past seven years in the Grasshoppers Room. She holds a degree in Early Childhood Teaching. Bernardita's 17 years of experience as a teacher comprises of working in long day care centres, pre-schools and Catholic and State schools as a primary teacher. Bernardita's background is Chilean. Bernardita is delighted to continue working in the Grasshoppers Room

### **GINA IMBROGNO: ASSOCIATE DIPLOMA**

Gina has been working at this centre for the past 12 ½ years. She started off as a floater and then was in the possum's room for 5 years. Gina has also worked in all the other room's during her time at Rozelle. Five years ago, Gina obtained her diploma in Children's Service. She comes from an Italian background. Gina is looking forward to a challenging new year with the Grasshoppers and also meeting all the new parents and children.

### **JENNY WILD: ASSOCIATE DIPLOMA**

Jenny did two pracs here for TAFE and has since been working on a casual basis. She just recently finished her Diploma at Petersham TAFE and is really looking forward to working here full time and getting to know the children and families here.

### **SIMONA TATTOLI: CHILD CARE WORKER**

Simona has been working casually at Rozelle for the past year and a half. Simona has now taken up a full time position with the Grasshoppers. She is very excited to join the team and is looking forward to a wonderful year with the new Grasshoppers.