
Our Preschool

Where play, learning and nature meet



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Facebook: <https://www.facebook.com/EastLismoreCommunityPreschool>

Instagram: <https://www.instagram.com/eastlismorecommunitypreschool/>

Opening Hours: Monday – Friday: 8.00 - 4.00pm
Preschool program: 8.00 - 3.30pm
Extended Hours: 3.30 - 4.00pm

Opening Weeks: Our preschool is open during school terms. During 2022,
Term 1: Tuesday 2nd February – Thursday 8th April
Term 2: Wednesday 27th April – Friday 1st July
Term 3: Tuesday 18th July – Friday 23rd September
Term 4: Monday 10th October – Monday 19th December

Mission Statement

Our aim is to bring out each child's unique gift to the world by nurturing the whole child. To foster their special passions and interests, nurture their emotions, help find their place in the world and thereby guide them to realise their full potential with a healthy heart and soul.

Philosophy

At East Lismore Community Preschool, we believe that each child, family and educator is unique.

We believe that each child, family, and educator should be valued and heard without prejudice.

We celebrate the voice of the child, family and educator allowing each to feel valued and heard.



We believe in providing an unhurried, home like, nourishing environment that allows children, families and educators to feel safe and that they belong.

We celebrate children's learning through play allowing a child to "just be".

We will provide an environment fostering each child's development based on the National Quality Standards and the outcomes of the Early Years Learning Framework.

We believe in providing a flexible environment catering to the needs and interests and culture of the child and family.

We believe in providing children with opportunities to discover and learn about themselves, others and the environment in an atmosphere that encourages harmonious, respectful, and meaningful relationships.



We encourage and support children and adults to interact peacefully and collaboratively, express empathy for others and actively challenge bias.

We believe in supporting and developing a partnership with families to share in nurturing and caring for their children.



We encourage each family to participate in the preschool community and support and welcome their interest and involvement.

We value diversity and accept and celebrate differences in other people

We believe in building relationships in our community that enables children to develop readiness for the transition to school, and a readiness for life.

Our Team

Hi, my name is Sonya. I have been working in Community Services with children and families for 20 years. I have a Bachelor Degree in Social Science. I am passionate about children and providing them with a safe and inclusive place that celebrates their voice, their views of the world and their hopes for their future. I have lived in the Northern Rivers for the last 10 years with my husband and have two young children. I am very excited to be part of the Preschool Community and all the possibilities that come with working with families and children. I love camping, gardening and growing my own vegetable and fruit, going to the beach and exploring my region and all the wonders it holds.



My name is Kim. I joined the preschool family in 2014 as a mum with my first daughter attending preschool, my second daughter also spent her preschool years here and it was then that I have the privilege to become part of the team in 2018. I have a huge passion for working with children in their early years. With a love of play-based learning, this preschool has a magic and natural environment that enables this wonder of learning to flourish. With a huge heart I feel we as teachers are an extension of your family as this is how your children will see us. So we look forward to welcoming you to our preschool family.

Hi, my name is Carla. I completed my Certificate III in Early Childhood Education in 2003 and after taking some time off to raise my own 3 beautiful children, I returned and was warmly welcomed into the East Lismore Community Preschool family in 2019. My family and I spend most of our free time at the beach and outdoors. I feel honoured to support little people in discovering themselves and the world around them through feeling safe, heard and nurtured individually. I feel privileged to be a part of a diverse and warm team of educators and look forward to getting to know you all.



Hi my name is Leanne. I have been working at East Lismore Preschool as an educator for about 15 years. I have my Diploma of Early Childhood Education and Care. I believe that children learn through play. I love to provide opportunities for children to explore, discover, create, and learn. I am passionate about supporting children to gain skills to ready them for their lifelong learning journey. When not at work I love to outdoors by the water, reading books, baking and relaxing. I would like to say welcome to our Preschool, and I cannot wait to get to know each child and their family.



Hi, my name is Julie. I enjoy spending time with my family, including my adult children, walking my two dogs on the beach, gardening, reading and listening to music. I am committed to early childhood education and have been employed in this sector since 1986. I believe that providing young children with quality Early Childhood Education, where each child is welcomed, valued and recognised for their individuality will equip them with the confidence, independence, wellbeing and the skills to develop a passion for lifelong learning. I feel extremely honoured to share this exciting period of children's development with their families and carer's.

My name Nina. I have a Diploma of Early Childhood Education and Care. I have worked in the sector for six years in both Victoria and NSW. My interests are drawing, creating, bush walking, camping, nature, photography, and animals. I am new to teaching at the preschool but started my journey here when I was a child.



My name is Tammy but sometimes the children call me Timmy, Tam Tam or Miss Tammy. I hold my Diploma of Early Childhood Education and Care and have been a part of the East Lismore Community Preschool team since 2007. I would like to take this opportunity to welcome you to our preschool extended family and thank you for sharing your beautiful child with us. I can't wait to meet your family so we can begin our preschool journey together.



My name is Surrie. After finishing my Certificate 3 in Early Childhood Education and Care in 2017 I was fortunate to gain employment at this wonderful preschool having completed my work placement here. I have two children, Lilly and Zayn and have lived in the Northern Rivers area since 2004. As a family we spend as much time as possible enjoying the beautiful natural environments this area has to offer. I am so grateful for the opportunity that I have in my role as an educator to engage with and support children on their individual learning journeys. I love getting to know the children, their perspectives, their knowledge and sharing in the wonders of learning with them. It is genuinely a joy being part of such a dedicated team of Early Childhood Educators and Teachers at East Lismore Community Preschool

My name is Amelia and I have completed my Diploma of Early Childhood Education and Care. In my spare time you will find me in my backyard chatting to my chooks, gardening, relaxing with a hot cup of tea, and a book or spending time with my church family. I have a wonderful husband who is always patient and puts up with each crazy new idea I have. I am passionate about children learning through play and especially play in nature. I believe children are most engaged when they are outside, engaging with the natural environment. I believe that every child is capable, and every child is unique. I am excited to be a part of each child's journey at preschool and am looking forward to encouraging and facilitating their learning.



Hi, my name is Emma. I grew up on a self-sufficient farm in the mountains of the northern rivers alongside my horse and an abundance of other animals. After school I completed my Diploma in child studies at TAFE and worked in long day care until I had my children and became a stay at home mum. When my children were little, I became a sole parent and began to study the Bachelor's Degree of Teaching (birth to 5). In 2007 I was blessed to gain a position at East Lismore Community Preschool and my how that time has flown. I have two beautiful children, Zaliah and Tobias, who in the blink of an eye are now teenagers. My love is for the forest, puppet making, horse riding, kick boxing, the native American flute, markets, spiritual teachings, art and dance. When I nurture and love your children, I am so passionate about doing all I can to foster their self-confidence and self-esteem. I believe that with a strong sense of confidence children can aspire and succeed at anything they do. I really strive to encourage kindness, compassion and empathy among the group and help to guide them to be socially and emotionally intelligent. I am very passionate about teaching young children all about safety and how to use their voice to stand up for themselves and protect themselves when faced with social challenges or abusive situations. My all-time favourite thing to do is storytelling and I love to encourage each of the children to play a part in a story or puppet show throughout the year. I feel so much joy to watch them all shine like stars!



Hi, my name is Lisa and I am the Educational Leader. I have been an early childhood educator for over 25 years and a director at a variety of centres for 20 of those years. I have a Bachelor of Early Childhood Education and I am passionate about collaborating with families for the best learning outcomes for every child. I enjoy coming to preschool every day to spend my time with all the individual personalities that make each day unique and special. I moved to the Far North Coast in 2017 from the Newcastle region, I have three grown sons. I like to spend my down time camping with family, reading, cooking and renovating anything.

What I love about East Lismore Preschool is the wonderful natural outdoor environment, the authentic connections to the community and the passionate professionals that I am privileged to work with every day.



The

National Quality Framework

All preschools in Australia operate under an Australian Governmental Quality Framework called the National Quality Framework. The National Quality Framework includes:

- The Law

The foremost component is the National Law called “Children (Education and Care Services National Law Application) Act 2010”. This Law regulates education and care services for children.

- The Regulations

The way that this law is applied is detailed through the “Education and Care Services Regulations” Feb 2018. These regulations are the practical details and rules under the law. The Regulations set out the minimum operational requirements organised around the following Quality Areas of the National Quality Standards

1. Educational program and practice
2. Children’s health and safety
3. Physical Environment
4. Staffing Arrangements
5. Relationships with children
6. Collaborative partnerships with families and communities
7. Governance and Leadership

- The Learning Framework

The approved learning framework for preschools in NSW is the Early Years Learning Framework called *Belonging, Being & Becoming*. This document is generally referred to as the EYLF. The aim of the EYLF is to extend and enrich children’s learning from birth to 5 years and through the transition to school.



Preschool Governance - Roles

Regulatory Authority – NSW Department of Education and Community

The NSW Department of Education and Community have the primary responsibility for the approval, monitoring and quality assessment of services in accordance with the National legislative framework.

National Body – The Australian Children’s Education and Care Quality Authority

The National Body is jointly governed by the Federal Government and State and Territory Governments to oversee the new system



Approved Provider – Management Committee

East Lismore Community Preschool is a not for profit incorporated association. This means that the preschool has a management committee (consisting of parents) and any profits made by the preschool are returned back into the service.

The Management committee is responsible for the overall performance of the organisation. They determine the service’s mission and purpose, appoint the nominated supervisor, ensure compliance with legal obligations, ensure the on-going financial viability of the service, enhance the profile of the service in the community and recruit new committee members.

The Management Committee operates under the NSW Associations Incorporation Act 2009, and the Model Constitution. All parents are welcomed and encouraged to be part of our preschool’s management committee. You can become an ordinary member or an executive member. Committee members are elected each year at the annual general meeting. The Committee meets on average 2 times per term.



Director – Sonya Mcpherson

The Nominated Supervisor is employed to manage the day to day operations of the preschool.

Educational Leader – Lisa Norris

The role of the education leader is to guide other educators in their program planning and reflection as well as mentoring.



Responsible Person

The National Law requires approved providers to ensure that at all times the service is educating and caring for children, there is an approved responsible person present at the preschool. The name of the Responsible Person at any time can be found on the front door notice board of the preschool.

Our Preschool History

East Lismore Community Preschool first began in 1967 at St Stephen's Presbyterian Church in East Lismore. It was privately owned until 1982 when it became a not for profit community owned Preschool. In 1988, the Preschool built and moved to its current premises – a purpose built two room centre.

Enrolment Groups

Our Preschool supports the NSW Department of Education and Community's commitment to providing 600 hours of early education for all children. All preschool enrolments are based on 2 day groups. Our Preschool has 2 rooms – Lily Pilly Room and Wattle Room. Across the week, we have 5 groups



Wattle Room – Tuesday & Wednesday
Wattle Room – Thursday & Friday

Lily Pilly Room – Monday & Tuesday
Lily Pilly Room – Wednesday & Thursday

Lily Pilly Room & Wattle Room – Monday & Friday



Our Program

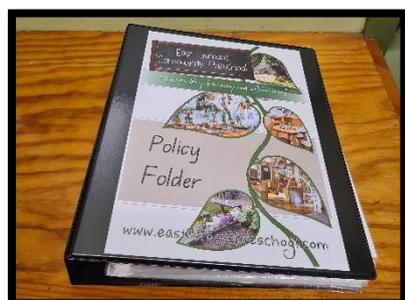
Our Preschool supports the principles and outcomes of the Early Years Learning Framework. Families will see references to this framework in our program and documentation.

The Framework outcomes are

1. Children have a strong sense of identity
2. Children are connected with and contribute to their world
3. Children have a strong sense of wellbeing
4. Children are confident and involved learners
5. Children are effective communicators



Preschool Policies



Our Preschool policy is in the office and on the website. Our policies set the values for our preschool and guide standard operating procedures. We encourage families to read and refer to these policies anytime. If you have any questions around our policies, please speak to the Director.

What to bring to Preschool

A bag – that is easily opened and closed.



A labelled drink bottle of water – to place in esky in preschool room.

A change of clothes (or two!) – in case of accidents or messy play. Please label all items.

A wet/dirty clothes bag – A wet bag will be given to each child at enrolment.



A small hand towel – with a loop on one end to hang in the bathroom for drying hands. Please put your child's name on the hand towel.

A healthy packed lunch box – eg. Sandwiches, wraps, salad, yoghurt. We encourage low rubbish lunchboxes and ask that you try to avoid foods such as chocolates, lollies and chips. Please label all containers.

Please note we are a nut free preschool.



Our healthy lunchbox tips!

- Keep it simple – small serves and not too many choices
- Ensure foods can be opened and eaten easily
- Avoid packing a 'sometimes' food everyday
- If you choose healthy foods, don't worry if your child wants the same foods every day.

What not to bring to Preschool

Toys from home are not required at preschool. Our preschool program will keep all children fully engaged throughout the preschool day.

Lost Property

Items left at preschool will be placed in the lost property shelves located on the front veranda. At the end of each term these shelves are cleaned off and any items remaining unnamed are taken to a local charity.

When You Arrive

Greet the staff at the preschool and let us know you and your child are here

Place your child's bag in their locker

Encourage your child to place their drink bottle on the water table.

Encourage your child to place their hand towel on their hook in the bathroom area

Sign your child in on the iPad.

Convey any messages to the staff that may be important for your child's day at preschool. e.g. If they had a bad night's sleep, need medication, any family changes or any changes to the usual departure routine



When You Leave

Greet your child and staff.

Encourage your child to gather their belongings including bag, lunch box and drink bottle,

Check your child's pocket for sand and toys,

Sign your child out on the iPad.

Say goodbye to educators and other children,

After you leave and during the week, be sure to check Storypark to enjoy stories of your child and hear about the programming here at Preschool.



Daily Routine

- 8.00 Welcome to preschool and inside play
- 9.15 Morning Circle
- 9.30 Morning Experiences-outside-food and sunscreen as required.
Children can choose between inside and outside play.
- 12.00 Pack up time
- 12.15 Transition time-mat time
- 12.30 Lunch
- 1.00 Inside play
- 2.00 Pack away time
- 2.15 Quiet time, floor activities or quiet reading and afternoon tea
- 2.45 Reflection gathering and bag pack up time.
- 3.00 Afternoon activities
- 3.30 Home time
- 3.30-4.00 Extended hours, all children to one classroom
Children are free to eat and rest at any time they choose throughout the day.

Routine can vary depending on children and weather



Partnering with Families

Know what's happening....

There are many ways to keep up with what's happening at preschool. There are regular emailed newsletters along with Facebook and Instagram.



On commencement of enrolment, you will receive an email invite to accept and download the app to view your child's journey.

Parent/Teacher meetings....

Parent/Teacher meetings are offered mid-year as a way of touching base with you and discussing important areas of your child's development. It is a wonderful opportunity to discuss how your child is going at preschool, any concerns or worries you may have and transition to school/returning to preschool options for the following year. Of course, if you would like to speak with your child's teacher outside this mid-year opportunity, please don't hesitate to contact us and we can arrange a suitable time.

Working bees....

Throughout the year the committee set a couple of working bees on weekends. These are a great chance to meet other parents and are essential in helping to maintain our wonderful outside preschool areas. Common working bee tasks include topping up the soft fall mulch and sandpit.



Fundraising....



The committee run regular fundraising activities to help provide essential funds for our preschool. The committee welcome ideas and help with fundraising activities. If this is something you would like to help with please let us know.

Partnering with Families

Excursions....



Each year we enjoy various incursions and excursions at our preschool, COVID dependant. Each excursion will have a permission note with specific details about the excursion. For each excursion, we will also perform a risk assessment that is available to families on request. On some excursions, we welcome parents to join us, if you are able to help please let us know on the permission note.

Joining in our classrooms....

We welcome families to partner with our preschool by joining in our classrooms. Maybe you would like to read a book to the children or create and play. Maybe you have a special interest you would like to share with the children. If you would like to come and be a part of our classroom please speak to one of the teachers.



Feedback & suggestions....

We welcome any feedback and suggestions about our preschool. You can discuss these with a teacher or approach the Director if preferred. You may also write directly to the Preschool management committee. Another option is to complete a feedback/complaint form that can be found on the parent info table on the front veranda. All communication will be kept confidential and managed unbiased and with gentleness.

Sun Safety



Hats

Educators, staff and children are required to wear sun safe hats that protect their face, neck and ears. Upon enrolment, all children receive a preschool hat that is labelled and kept at the preschool.

Clothing

When outdoors, educators, staff and children will wear sun safe clothing that covers as much of the skin (especially the shoulders) as possible. Upon enrolment, all children receive a preschool shirt that can be used for which provides sun protection for the shoulders and back. Extra shirts are available for purchase for \$10.



Sunscreen

Staff will support children to apply sunscreen, SPF 30 and above in the morning and afternoon. If your children have any known allergies or reactions to sunscreen please advise us via the sunscreen permission form.

Birthday Celebrations

We enjoy celebrating children's birthdays at preschool. Families are welcome to bring in a birthday cake to share on their child's special day. A slab cake or cupcakes are a good option for easy handling and distributing.



If your child has any food restrictions (eg. allergies), it would be helpful if you could supply some appropriate substitutes for us to keep in the freezer.



2022 Preschool Fees

2022 Preschool fees are free due to the NSW Government funding support in the recovery of the impacts of COVID-19 on the economy.

After hours fees still apply.

Extended hours fees

Extended hours fees are charged after use and added to family accounts. The cost of using the extended hour 3.30-4.00pm is \$5

Late pickup fee

A late pick up fee of \$10 will apply for pick up after 4pm and a further \$10 fee will apply for pick up after 5pm.

Withdrawing enrolment

Two weeks' notice is required if withdrawing your child's enrolment from preschool. Preschool fees will still apply in this notice period.

Fee Payment Options

Direct Deposit –

Bank Name: East Lismore Community Preschool

BSB: 012 715 Account: 233786593

Reference: Child's name

CentrePAY - East Lismore Community Preschool Reference number is 555064582K

Immunisation

It is a requirement of the preschool that all children who attend provide the preschool with an Australian Immunisation Register History Statement (that shows 'up to date' or 'cannot be immunised for medical reasons') – see example, or an Australian Immunisation Register Immunisation History Form (that shows a child is on a recognised catch-up schedule).

The Preschool is required to maintain updated and current immunisation status history statements. If a scheduled immunisation takes place during your child's enrolment, please provide the preschool with the updated immunisation statement.

The screenshot shows an Australian Immunisation Register History Statement for Bruno Lamarca, born 29 August 2018. The statement lists several immunisations: Diphtheria Tetanus Pertussis Hib Hepatitis B Public Health, Polio, and Rotavirus. It also shows a Hepatitis B Immunisation and a Meningococcal ACWY Immunisation. The status is 'Up to date' as of 16 June 2022.

Date	Immunisation	Status
18 May 2016	Diphtheria Tetanus Pertussis Hib Hepatitis B Public Health, Polio, Rotavirus	Immunised
18 May 2016	Diphtheria Tetanus Pertussis Hib Hepatitis B Public Health, Polio, Rotavirus	Immunised
18 Jul 2018	Diphtheria Tetanus Pertussis Hib Hepatitis B Public Health, Polio	Immunised
18 Jul 2017	Hepatitis B Immunisation, Hib Meningococcal ACWY	Immunised
18 Jul 2017	Diphtheria Tetanus Pertussis, Meningococcal ACWY	Immunised
18 Apr 2022	Influenza	Immunised

Sickness

It is the preschool policy that a child may not attend preschool if they are unwell. Children who have been unwell in the 24 hours prior to a preschool day should stay at home. This includes for cases of diarrhoea, vomiting, conjunctivitis, School sores, Head lice, Ringworm or colds and flu. If your child has any cold like symptoms, a negative COVID test is required prior to children returning.

If your child becomes unwell during the day at preschool, we will ring and ask you to collect your child.

Medication

Please ensure all medication is handed to teachers to be stored correctly as per our medication policy. No medication of any kind is to be left in a child's bag.

If your child requires a medication to be administered by the teachers at the preschool during preschool attendance, it can only be administered if

- There is a signed medication form every day that the medicine is required
- It is prescribed by a registered medical practitioner, with instructions either attached to the medication, or in written form from the medical practitioner
- It is in the original container
- The original label clearly shows the name of the child
- The medication is before the expiry/use by date



We welcome your family to our preschool community and look forward to partnering together to enable your child to develop a readiness for the transition to school, and a readiness for life.