



Mimosa Mumbles

Mimosa Kids Preschool & Early Learning Centre

JANUARY NEWSLETTER 2016

Welcome all old and new families to Mimosa Kids 2016 -We are well and truly into the swing of things now and all the children seem to be settling in nicely and making new friends. We look forward to working with you in providing valuable learning experiences and meeting the individual needs of your child. This is our monthly Mimosa Mumbles newsletter, designed to keep families in the know of what is happening at the Centre and help establish a strong line of communication.

Keeping up to date - To stay up to date with all that's happening at the Centre, it's important you receive your monthly Newsletter. Our Mimosa Mumbles Newsletter will always remind you of important dates, interesting things your child has been exploring within their class, staff updates and more. So that we can reach as many families as possible we send out our newsletter via e-mail, communication pockets, as well as posting it on our Facebook page and on our website (under our noticeboard/ news section). To assist us in making sure you receive your newsletter, please fill out the slip below and post in our suggestion box located next to the office door. If you do not hand in a form, we will assume you are happy for us to e-mail your monthly newsletter to the same e-mail address you receive your statements from.

Child's Name & Class: _____

I would prefer to receive my notices in paper copy in my child's communication pocket. (please note we will have spare copies of all handouts on the information table as well.)

I would prefer to receive notices through a different e-mail:

I would like notices sent to multiple email addresses:

If you wish to change the way you receive notices please fill out the above and hand in to any staff member or post in the suggestion box, located outside the office door.

Dates for your Diary

Tuesday 26th January Australia Day Public Holiday



CENTRE CLOSED

The Wildlife Man Visit – by Kym Beckton

WEDNESDAY 27th JANUARY

9.30 am



Come and join us for some wildlife fun!

WELCOME BBQ

Friday 5th February

6 pm – 8 pm

All 2016 families including siblings welcome!



STEPS VISION SCREENING VISIT
for KOOKS ONLY
15th and 18th FEB

Look out for more information in your pockets soon!

Welcome BBQ – Friday 5th February

On Friday 5th February 2016 at 6pm – 8pm we welcome all of our 2016 families to the centre for a welcome BBQ! There will be a sausage sizzle to enjoy whilst you mix and mingle, plaster of paris painting and a disco. This will be a fantastic opportunity to meet not only the educators at the service but also the other families in your child's room. We hope to see you there!

Family Partnerships

During 2012 we started our very own Facebook page. We found this Facebook page a great way to communicate with families and make the partnerships between families and the Centre even stronger. Don't forget to "like" our page and start talking to other Mimosa Kids Families.

At our Centre we also encourage families to contribute to their child's exploration and experiences through Family input sheets. These sheets can be picked up at the parent information table; they can be printed out via our website and will be attached to every month's newsletter as well. Don't if worry you don't have the sheet, any blank piece of paper will do, as long as there is a brief description of the experience your child has had or any interests they may have. The sky is the limit it really can be about anything significant to your child, for example, going to the grocery store and pointing out the colours of the fruit, going to a party or maybe a new arrival to the family.

Please make sure you fill in the Child Background Information form that is attached to this newsletter. This form helps your child's educators understand your child's needs likes and dislikes a little bit more. Please ensure you have this form filled out and handed back to your teacher or to the office ASAP.

Setting Goals for your Child

At the beginning of the year, and throughout the year we will be asking for you to set goals for your child and the Centre. This is so we, as a service to you, understand your expectations and can work in collaboration with you in providing learning experiences for your child to achieve these goals. Throughout the year we will ask you to look back on these goals, reflect and maybe set new goals. Remember some goals may take longer to achieve than others and the main objective in Early Childhood Education is the individual child's journey on their way to growth. We will always strive to work with you and your child in providing learning experiences that are age appropriate and meaningful to your child.

Quality Improvement

Every month we reflect as a team on our Quality Improvement Plans (QIP's). These plans are how we review our policies and procedures to ensure we are meeting the Quality Standards set out by the Australian Children's Education and Care Quality Authority (ACECQA). We enjoy collaborating with all stakeholders when creating/ updating these improvement plans. Copies of our QIP can be found on the parent information table or can be provided to you via e-mail upon request.

Service Delivery

We value your input, suggestions and participation in all aspects of our centre. If you have any questions, suggestions or concerns with Mimosa Kids service delivery please let us know.

There is a suggestions box located next to the office door, you can always speak to us directly or contact us via Phone: 9453 1162 or Email: MKenquiries@Mimosakids.com.au

Whilst our Nominated Supervisor/Director Katie Hamilton is on maternity leave, Ashley Port will be available at the centre as acting director/educational leader.

Acting Director/Educational Leader: Ashley Port — Monday, Tuesday, Thursday, Friday

Ashley.Port@Mimosakids.com.au Please feel free to contact Ashley directly at any time.

Important Policies

We have attached the following policies to this month's newsletter as we feel these particular policies are some of the more important ones for new parents to know at the beginning of the year.

In our monthly newsletter we ask for family input in reviewing our policies and procedures. There is a Policy and Procedure book available in every classroom for you to view. Alternatively, if you have a specific policy you would like to know, please contact us and we will happily give you a copy.

SLEEP ROUTINE POLICY

AIM: To give children and parents choice about their day at the Centre.

IMPLEMENTATION: In our younger rooms we have a set rest period each day. Children need to be offered construction and quiet activities on waking so they are occupied. Quiet construction bags have been made and children are able to choose the one that they would like. Once approximately ½ the group is awake quiet table/ floor activities should also be available (even if the children have only rested for a ½ hour).

Children are not forced to sleep, however educator's are made aware of parent expectations of their child's sleeping routine. As a result of these expectations, as a team we felt it was necessary to change the terminology used at rest time. This means children who need to sleep do so and that there will be a shorter "rest time" for those who do not require sleep.

As surveys have shown a lot of parents do not want a sleep time in the kookaburra room, hence we have introduced a quiet time with quiet games/ activities, yoga, stories etc. Beds will also be provided, allowing the children to choose to sleep if tired.

If a child is tired throughout the day educators will set a bed up in a quiet area within the supervised play space.

Beds are placed out in each room for children who require a sleep. The beds have enough room between them to allow for easy access and exit, and to minimise cross contamination and infection between children

All children have access to clean, comfortable beds at any time they want. Some Parents request that their child doesn't sleep at kindy. Whilst we make all effort to meet the needs of the family, we are required by our regulations to meet the needs of the child, which means we have to allow the child to sleep if they want. However we understand a lot of Parents have difficulties settling children at night, especially if they have had a sleep during the day, therefore the staff will try to wake the child after a half hour period. Generally at this stage if a child is no longer tired they will happily move to a quiet activity. However, if the child continually falls back to sleep, the child is telling us they NEED further rest. At this stage we are required by law to allow the child to sleep. We will continue to wake the child every half hour.

If we refuse a child sleep, it is considered neglect and the centre could be penalised with a \$1000 fine by the Department of Education and Communities (DEC) as per The Education and Care Service National Regulations.

Educators are sensitive to each child's comfort and making sleep time a positive experience for all children. E.g. some children respond positively to being patted to sleep, others require a soft toy or blanket. This information is received on enrolment and updated at the beginning of each year.

Parents provide sheets (one fitted cot sheet and a top sheet,), if sheets are not provided the centre will provide spare sheets, these sheets will be immediately washed after use and the parent reminded to bring sheets in the following time the child attends. Please note parents must provide a fitted sheet, with elastic, securing it to the bed so that at no time the child's body touches the bed due to health and safety.

Staff will clean beds between each child's use or if soiled. If a child attends the centre 5 days and uses the same bed, the bed will be cleaned at the end of each week.

BIRTHDAY POLICY

AIM: To create a special day for each child, whilst incorporating the cultural needs, beliefs and values of all children. To ensure all families understand the guidelines of food that is brought in to the centre.

IMPLEMENTATION: Birthdays are important to young children and parents are encouraged to send along a cake so we can share the celebration with the child on their special day.

We recognise that different cultures and religions may not celebrate birthdays. When a family starts at the Centre we discuss this aspect and follow their directions. For example some may not want Happy Birthday to be sung in their child's presence but eating the cake may be OK where others may not want their child to partake with either.

Please note we are and support an allergy aware Centre. This means we have and cater for children with varying allergies, which for some children is life threatening. Some of these allergies include nuts and sesame seeds. Ideas and information for appropriate food for celebrations is provided below for Birthday Celebrations at Kindy.

Siblings are invited to each other's rooms to join in for birthday celebrations.

Please note the following information is meant as a guideline only. Please always check the back of packets as the allergy alerts may change over time.

Nut free cake mixes: Orgran, Betty Crocker and Woolworths Homebrand

Nut free birthday ideas:

Ice blocks	Jelly cups	Fairy bread	Lolly Pops	Character
Lollies to share	Pass the parcel	Fruit kebabs	Popcorn	Yogurt Pots

SUN SMART POLICY

AIM: The purpose of this sun smart policy is to ensure that all children & staff attending our Centre are protected from sun damage caused by the harmful ultra-violet rays of the sun throughout the year.

We aim to promote among children, staff and parents:

- Positive attitudes towards skin protection
- Lifestyle practices that can help reduce the incidence of skin cancer and the number of related deaths.
- Personal responsibility for and decision-making about skin protection.
- We believe that it is the parent's choice and responsibility to apply 30+, water-resistant sunscreen to their children before arriving at the Centre each day.

IMPLEMENTATION:

The staff will be expected to:

- Practice skin protective behaviours such as wearing protective hats and appropriate clothing for all outdoors activities. Staff will act as positive role models and demonstrate SunSmart behaviour.
- Where possible direct children to use shaded areas.
- Adopt a flexible approach to planning that will promote optimum use of shaded area. Outdoor activities will be set up in the shade. Outside play areas will be monitored by a checklist, before the children go outside to play, to ensure there is a sufficient amount of shade.
- Reapply sunscreen 20 minutes before outdoor play.
- Ensuring all children are wearing hats when outdoors
- Encourage parents or caregivers to dress their child in sun-safe gear. When hats etc are forgotten a note is placed in the child's information pocket to remind everyone of our sun smart policy.
- Carry out safety checklists before children come to play outside, to ensure shade is monitored.

When enrolling a child, parents/carers will be:

- Informed of the sun smart policy & asked if their child has any allergies to sunscreen.
- Inform families that our sun smart policy is readily available for their viewing.
- Be asked to provide: -A hat with a broad brim or legionnaire style for outdoors (named).
- Shirts and tops with collars and sleeves made from a closely woven material.
- Encouraged to apply a 30+ broad spectrum, water resistant sunscreen to the child before leaving home.

- Encourage practicing skin protective behaviour themselves as positive role models for children.
- Excursions - all children will wear hats and sunscreen when taken on excursions or walks.
Sunscreen will also be taken and applied when necessary.
- Supplied with a spare hat, if their hat is forgotten. These hats are washed each evening if used.
The Centre also has a number of spare clothes that can be put on children if we feel that they need to cover up more before going outside in the sun. These will be washed after each use.

As a Centre we will ensure as far as is practically reasonable to:

- Provide up to date information and research in relation to UVR to staff, parents, children and community members.
- To organise workplace duties and activities to reduce the amount of time employees and children have to spend in the sun e.g. by programming, portable shade, etc.
- Incorporating relevant activities into our Centre's program regularly reinforces Sun protection awareness.
- Ensure sun protection literature is regularly provided to all those involved in our Centre via, newsletters, posters, and enrolment information, excursions
- Ensure our centre has shaded areas outside. Plan outdoor experiences in shaded areas.
- During October to March we will aim to minimise our outdoor play time between 11am and 3pm.
- During April to September our outdoor play can be planned at any time of the day, still ensuring we are practicing sun protection particularly between 10 and 2pm.

OUR 2016 TEAM



Owner & Approved Provider: Erin and Laurence Adney

Mimosa Kids – Preschool & Early Learning Centre is privately owned by Erin and Laurence Adney with over 30 years' experience in the child care industry. Erin is trained in early childhood education and will be working at the centre to support her team in providing a high quality of care for all children.

Nominated Supervisor/ Director: Katie Hamilton



Katie has worked for Erin and Laurence for over 10 years at Mimosa Kids, as well as previously owned centres and has been in this director role for the past 7 years. She has experience educating a wide range of age groups and many years' experience working behind the scenes as part of an area management group for children's services around the northern beaches division. Katie will be on maternity leave with her second child as of January 2016 for six months, during that time she will be staying in contact with the centre and overseeing the day to day running of the centre. Katie can still be contacted if you wish to raise any questions, queries or comments with her via e-mail, Katie.Hamilton@MimosaKids.com.au Please note; if you have anything that needs an urgent response, please contact the centre or Ashley Port.

Director/ Educational Leader: Ashley Port



Ashley will be working 4 days a week as our non teaching Director and Educational Leader, whilst Katie is on Maternity leave. Ashley has been working at Mimosa Kids for the past 6 years and has a Diploma in Early Childhood Education.

As the Educational Leader of the service, Ashley's main goal is to continue to develop co-educator partnerships with families, and collaborate with the families at Mimosa Kids in providing high quality, authentic experiences, where children of all ages can freely explore their interests and grow in all developmental domains.

Ashley will be available to discuss any questions, queries or comments you may have Monday, Tuesday, Thursday and Fridays. Please feel free to contact her directly on Ashley.Port@MimosaKids.com.au

Office Administration:

Nicole Lester (W) & Sharon Stewart (T, TH + every 2nd M)

Do you need help with your account?? Never fear, we are here to help! - Nicole and Sharon are able to help you with any account problems/questions or queries. You can call the Centre 94531162, send us an e-mail MKenquiries@MimosaKids.com.au or simply visit the Centre's office between 9-5.



Cook: Julie-Anne Gallo (M,TH,F) and Kate Mirabito (T,W)

The centre provides food that meets 50% of the recommended daily requirements. To meet the individual child's needs at meal times we provide the children with choices. Lunch can be a variety of foods with the emphasis being on the preparation of fresh, healthy, child friendly food. A seasonal menu is displayed in each room so you can adjust your evening meals; please ask a staff member if you are not sure where the menu is displayed. If you have a recipe you would like to share please let us know, we are always looking for new recipes to incorporate into our cookbook. Look out for the children's favourite Kindy lunch recipes in the Monthly newsletter. If you have a particular recipe you'd like to try at home, just contact the centre and we will happily supply it.



Our Aim

At Mimosa Kids our aim is to provide quality education and care to all children at our service and build trusting co-educator relationships with all families. We believe an important part of quality care is ensuring the children have familiar and qualified educators at all times and families know and trust who they are leaving their child in care with. Therefore, we employ extra qualified full time educators, have two part time casual staff, which have experience working at our service and are currently continuing their studies in the field of Early Childhood Education, and also employ trainees every year that can easily move from room to room. At Mimosa Kids we always work above the ratios set out by the Australian Children's Education and Care Quality Authority (ACECQA).

The Joey Team

Joey Educator/ Team Leader: Danni Hodgins (M,T,TH,F)



Danni came to our centre in early 2015. She holds a Diploma in Children's Services and brings with her over ten years of experience working and caring for children in the 0 - 4 age group. She has carried out room leader roles in long day services and spent the last years working with families in home settings. Danni will be working Monday, Tuesday, Thursday and Fridays on a 7:30am -6pm shift.

Danni's role as room leader is to support her team, ensure high quality care and an educational program is delivered every day, and to also support families settle our new 2 year old children to the Centre.



Bilby Educator: Bec Reeves (T,W,TH,F)

Bec has been working as part of the Mimosa Kids team for the past four years. Bec will be working in the Joey room 4 days a week from 7:30am – 6pm, contributing to each child's learning as well as, educational documentation. Bec holds a Diploma in Early Childhood Education and will be leading the room on Wednesdays and in Danni's absence.



Joey Educator: Emily Faithful (M,T,W,TH)

Emily has spent the last 4 years at our centre and holds a Diploma in Children's Services and Education. Emily will be working 4 days in the Joeys room 7am – 5:30pm, she will be contributing to each child's learning as well as, educational documentation. Emily has spent the past two years in the Joeys room and has a natural talent and enthusiasm engaging in authentic interactions with the 2-3's age group. Emily can entertain and keep the children focused for long periods of time, which we all know is no easy task.



Stephanie Sadler (5 days)

Steph completed her Certificate III in Children's Services in 2015 and has been a part of our Mimosa Kids Team for the past three years. Steph will be working in the Joey's room 5 days a week contributing to each child's learning as well as, educational documentation. Steph has a beautiful way of talking and interacting with children and is very loved by all at our service.

The Bilby Team



Bilby Educator/ Team Leader: Dionne Nicol (M,T,W)

Dionne has a Bachelor of Early Childhood Education and is a mother of two. Dionne has worked for Erin at her previous centres and has worked for Mimosa for the last 6 years. Due to having to drop off and pick up her two young children from school, Dionne will be working 9am—2.30pm on Mondays, Tuesdays and Wednesdays.



Bilby Educator: Jacqueline Fraser 5 days

Jacqui has a Diploma in Children's Services and Education and is also a mother of two. Jacqui has over twenty years experience in the industry and has recently been working in a room leader position in a preschool room. We welcome Jacqui to our Mimosa Kids Team and look forward to a future of new experiences and collaboration. Jacqui will be working five days a week and will be starting on the 13th January 2016.



Bilby Educator: Jessica Campbell 5 days

Jess will be working 5 days a week in the Bilby Room and will continue to contribute to each child's learning as well as, educational documentation. Jess has her Diploma in Early Childhood Education and has been a part of the Mimosa Kids team for the past five years. In the last two years, Jessica has been a part of our Kookaburra (4-5 yr olds) team and looks forward to an exciting year ahead in the Bilby room.

In 2016, there will also be a 5 day trainee in the Bilbies room. We are currently trialling people, and will let you know who the successful candidate will be before the beginning of the New Year.

The Kookaburra Team



Kookaburra Educator/ Team Leader: Irene MacDonald (T,W,TH,F)

Irene became a part of our team in October 2014. In 2016, she will be working 7am – 5pm, four days a week as the room leader in the Preschool room, the Kookaburras. Irene holds a Bachelor of Teaching and has sixteen years in the early childhood sector, twelve of which was working with the preschool age group. As room leader, Irene's role is to support her team, ensure high quality care and an educational program is delivered every day, and also supports families making the decision to send their child to school and through the transition to school itself.



Kookaburra Educator: Victoria Hayes

Vicky has been working at Mimosa Kids for the past 9 years and holds a Diploma in Early Childhood Education. In 2016, Vicky, will continue her studies as she completes a Bachelor of Teaching via correspondence.

Vicky will be working 5 days a week and will also be 2IC, as well as, co-ordinating staffing arrangements in 2016, whilst Katie is on maternity leave.



Kookaburra Educator: Kesaia Palu

Kesaia completed her Certificate III in Children's Services in 2015 as one of the centres trainees. Kesaia has displayed a natural talent in early childhood education and care, with a nurturing and calm spirit. We are very pleased to have Kesaia continuing at Mimosa next year. Kesaia has also decided to continue her studies in 2016, and complete a Diploma in Children's Services and Education. Kesaia will be working 5 days a week contributing to each child's learning as well as, educational documentation.

Kookaburra Trainee: Stephanie Harding

Stephanie will be gaining on the job experience as she works towards her Certificate III in Children's Services. She will be working 5 days a week and will be under the guidance of Irene and Vicky. Stephanie will be working in December to ensure she is settled in and ready for 2016. Welcome to the team Stephanie!

Our Relief Staff



Stephanie Salter - Cert III

During 2014 Stephanie completed her certificate III in Children's Services through our Traineeship program. She has made the decision to complete a Bachelor of Education (Early Childhood Education). Therefore, Stephanie will be working part time in a teacher assistant role, allowing relief time for teachers for programming etc. We are so pleased Stephanie is staying on as parts of our Mimosa Kids team as she shares her passion for early childhood development and her knowledge in childhood speech development.



Eloise Thompson - Cert III

Eloise completed her Certificate III in Children's Services in 2015 as one of the centres trainees. Eloise has shown a passion for providing learning opportunities for children in the preschool age. During her year as a trainee, Eloise also carried out a lot of work at our MOOSH service. These experiences throughout the year have led Eloise to enrol in to university, and will begin studying a Bachelors of Education (Early Childhood Education) in 2016. Eloise will continue to work part time at Mimosa Kids in a teacher assistant role, allowing relief time for teachers for programming and annual leave days.

Mimosa Kids Traineeship Program

We run Traineeship programs at Mimosa Kids. For 2016, we will have two extra trainees joining the team. These trainees are paired with more experienced staff to be mentors to them and help them to gain important skills through on the job experiences. You can always see what staff members/ trainees are in your child's room, as pictures of each team are displayed for the day in the classrooms. If you are not sure where that is located in your child's room, please see a team member.

In 2016, our trainees will be mainly gaining experience in our Kookaburra and Bilby rooms. Their mentors will be Dionne, Diploma, Irene and Vicky. We are currently trialling a number of people for the traineeship and will announce the successful candidates.