

Peterborough

Rural Care Information Booklet



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Welcome to Peterborough Rural Care

We welcome you to our centre and trust that during your time with us your family develops a wonderful relationship with our centre. We value your input and are more than happy to discuss concerns, queries or ideas about your child or the centre.

Director: Kerry Thyomas

Qualified Rural Care Workers:

Heather Graefe & Tammi Perrott

Rural Care is a locally managed service and staff members are employed by DECD. The centre is located at the Peterborough Community Preschool.

The Rural Care Program works in close collaboration with the preschool and the local community.



Administration of Medication

Before medication can be administered by a Staff member the following forms must be completed and signed by parents:

- Medication Permission Form
- First Aid Plan form for children with Asthma, Epilepsy and other medical conditions

All medication needs to have the following information and be delivered to a staff person on entry to the premises:

- Be in its original container
- Have the dispensing label attached
- Clear instructions including dosage amounts & times
- A current use by date

Grievance

Please refer to policies and procedure section

Child Protection

It is the responsibility of all staff to act in a professional manner, to treat children with dignity and respect and to protect children in their care. Staff members are mandated notifiers and are obliged by law, if they suspect on reasonable grounds that a child has or is being abused or neglected.

Children are taught child protection strategies as part of the curriculum. Some of the activities include learning about the different emotions we feel, eating healthy, dental care, keeping ourselves safe and bike/animal safety.

We encourage all families to visit the centre to meet the carers and take a look around.

Cost on application

Operating Times

Monday to Friday
8am—6pm
School Holidays
8am—6pm
Public Holidays
Closed



A closure period is determined each year by the Centre and Governing Council. This closure period usually occurs during the Dec/Jan period. A month's notice is given to all parents.

To ensure smooth change over's with session times please ensure you are prompt in picking up your child. If you are going to be late please ring the centre to advise. A late fee will be charged if children are not picked up on time.

Other Services

Preschool Program:

Tuesdays 8.45am—11.30am & 12.15pm—3pm

Wednesdays 8.45am- 11.30am & 12.15pm—3pm

Playgroup

Friday 10am—11.30am (term time)

Parents and children 0-5years meet at the centre and participate in a range of play activities, have morning tea and catch up with other families.

Philosophy Statement

At our centre we:

- *Provide a fun, friendly, caring, safe place.
- *We work together on learning for children, staff, families and the community.
- *Provide a play based program using the Early Years Learning Framework.
- *Encourage family and community involvement to provide a quality centre by working as a team.



Children's Program

We believe play is the best way young children learn so we provide a variety of activities for children to become actively engaged in their playing and learning. Play is fun, and safe but can get messy

so please provide a change of clothes for your child.

- Based on the Early Years Learning Framework
- Staff program based on individual needs and age appropriateness of all children attending
- Play based learning
- Develops a child's social, physical, emotional, intellectual, communication and creativity skills

Immunisation

The centre encourages all children to be immunised and records will be updated every six months. The centre will advise parents of any childhood disease that children may have currently contracted as well as information about the disease. For further information please speak to staff.

Additional Support

If your child needs additional support for skills such as movement or speech & language please speak to the Director about arranging a referral to one of our inter-agencies. We can help you access the following services:

- Tiny Tots
- Port Pirie Community Health Services
- Child & Mental Health Services
- Child & Family Youth Health Services
- Novita
- Autism SA
- United Care Wesley

Other Relevant Information

Governing Council

The Governing Council meets twice a term on a Wednesday night at the site. They are responsible for the operation and management of the Centre ie fundraising, maintenance and development of buildings, grounds and facilities, budget, finance and policies. Please see staff if you would like to join our management committee.

Parent Resources

The parent and family borrowing section is located in the foyer and has books, videos, DVDs, literacy kits and other information relevant to parenting and child development.

Communication

All Rural Care children have a communication book. This book is a method of families being able to communicate between the home and Rural Care. We ask that this book comes to care every time you child visits please. We appreciate your input and hope you utilise this book as much as possible

Day sheets will be sent home with your child detailing their play, activities, sleep, toileting or nappy changes, food intake and any other relevant information or experiences for the day.

Other methods of communication include:

- Newsletters
- Noticeboards
- Profile books
- Visual displays
- Verbal communication
- Brochures and notes