



# Prospective Family Information Booklet

## For 2021 Enrolments



# OLYMPIC AVENUE KINDERGARTEN

## Welcome to Olympic Avenue Kindergarten

Dear Parents,

Thank you for considering Olympic Avenue Kindergarten (**OAK**) for your child.

OAK is located in Cheltenham, in a quiet residential area next to Pennydale Park. It was established in 1958 and is a community operated kindergarten, welcoming and encouraging the involvement of families. A Committee of Management, made up of parents, works with the teachers to ensure that the kinder operates smoothly and effectively.

OAK offers 3 year old and 4 year old kindergarten programs and an extended care option. As well as providing a stimulating environment and experiences for the children to explore and enjoy, we provide opportunities for the children to grow and develop in all areas: emotionally, socially, cognitively, physically and in their language development.

Our experienced and enthusiastic staff work hard to ensure that each child is helped to take every opportunity to realise their potential. We offer small groups to enable each child to receive maximum attention.

If you have any questions, or require further information, please don't hesitate to talk to our Educators or a Committee Member.

We look forward to welcoming you to our kinder next year and hope that you and your child will enjoy all that our kinder has to offer.

OAK Staff and Committee

## Our Philosophy

OAK acknowledges the Wurundjeri, Boon Wurrung and Bunurong people of the Kulin Nation, the Traditional Owners of the land on which we come together to learn through play. We pay our respects to their Elders, past and present. We respect and celebrate our indigenous heritage.

OAK is committed to providing a child safe environment where children are safe and feel safe, and their voices are heard about decisions that affect their lives. Particular attention will be paid to the cultural safety of Aboriginal children and children from culturally and/or linguistically diverse backgrounds, as well as the safety of children with a disability.

OAK provides a nurturing, secure and stimulating play-based program that is guided by the Victorian Early Years Learning and Development Framework (2016), the Early Years Learning Framework (2009) and the National Quality Framework (2018).

We believe:

- In the importance for children to develop a sense of belonging.
- That children are individuals and should be valued for their individuality.
- That children achieve better outcomes when we have high expectations of them.
- In equity and diversity, in that all children deserve to access and participate in all parts of the kindergarten program with other children.
- That every child has the right to learn and develop.
- That all children, families, educators and the Committee have the right to be respected. We promote acceptance and respect for each other's different skills, abilities and cultures.
- That families are respected as their child's first teachers. We value shared decision making and active participation and welcome family involvement.
- In the importance of children making connections with the natural environment and we promote sustainability as part of our everyday practice.



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## Our Teachers



DEBBIE CORIN - EARLY CHILDHOOD EDUCATOR

**Red Group Educator**

Debbie joined OAK in 2019 and has recently become the Red Group Educator. After practicing as a dietician for 20 years, Debbie decided to make a career change and completed her Masters in Teaching at Monash University.

Debbie's intention is to create a positive and nurturing learning environment where children are able to explore and develop social and emotional skills. She believes children's learning and development is enhanced by fostering collaborative relationships with families.

Debbie lives locally with her husband and two girls.

ELISABETH MRENA – EARLY CHILDHOOD CO EDUCATOR

**Red Group Co-Educator and Extended Care Co-Educator**

Elisabeth (known as Liz) joined OAK in 2013. Liz has a Diploma in Children's Services. She is married and has an adult son. In her spare time, she enjoys spending time with family and friends.

Liz believes children learn best in a nurturing, safe environment where they are allowed to learn through play at their own pace and loves the honesty, energy and enthusiasm of pre-schoolers. She is proud to be involved with such a genuine and warm community of staff, children and families.



MARY-ELLEN L'HUILLIER – EARLY CHILDHOOD EDUCATOR

**Purple Group Educator**

Mary-ellen joined OAK in 2017 after doing some relief teaching during 2016. She has a Diploma of Early Childhood Teaching and aims to provide a play based learning environment where each individual child is encouraged and supported in all areas of their learning.

Mary-ellen loves planning and implementing a fun and stimulating program that supports all the children in the group and ensures that each child is given the opportunities required to reach their individual potential.

She has four teenage children and enjoys reading, walking, swimming, tennis and catching up with family and friends. She loves going camping and has travelled to many beautiful places within Australia.



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CYNTHIA RICHARDS – EARLY CHILDHOOD CO EDUCATOR

## Purple Group Co-Educator

Cynthia has been working in early childhood education for over 7 years and joined OAK in 2013. She has completed her Diploma in Early Childhood Education and is studying towards her Bachelor of Early Childhood Education. She loves being part of the OAK team, enjoying the wealth of knowledge shared between all of the teachers. She is passionate about developing great relationships with the children and believes from there on everything is made easier in helping them along their learning journey.

Cynthia is married with two children aged 14 and 12 and she first became involved in childcare after her youngest child finished kindergarten.



NICOLE TAYLOR - EARLY CHILDHOOD EDUCATOR

## Blue Group Educator and Yellow Group Educator

OAK welcomed Nicole in 2019 as the Blue Group Educator and she now also teaches the Yellow Group. Nicole has a Bachelor of Education (Early Childhood) and has many years' experience in Early Childhood. She aims to create an atmosphere that is stimulating, encouraging, nurturing, and natural whilst always catering to each child's individual needs. Nicole believes children learn through play therefore it is of utmost importance that the environment provided facilitates the development of creativity, exploration and imagination. Nicole believes each child should be valued and celebrated for their uniqueness.

Nicole is married with two children aged 7 & 10 years. Nicole loves spending time with her family, going to the beach, the gym and travelling.

SHELLY BLOOMFIELD – EARLY CHILDHOOD CO EDUCATOR

## Blue Group Co-Educator

Shelley has a Certificate III in Early Childhood Education. She joined OAK as a co-educator in 2016 but was part of the OAK community prior to that while her son attended 3 and 4 year old kinder.

Shelley is excited to be a part of children's early learning journey by helping young minds grow and believes that children have the right to be accepted into a caring environment in which they can learn, grow and develop self-confidence. Shelley loves the strong sense of community at OAK and getting to know all the children and their families.





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## VANESSA FITZMAURICE - EARLY CHILDHOOD CO EDUCATOR Yellow Group Co-Educator and Extended Care Leader

Vanessa has completed her Diploma of Early Childhood Education and Care, which included a placement at OAK. She loved the kinder so much she kept coming back as a volunteer and we are so glad she is now part of the OAK team. Vanessa's educational philosophy is inspired by the Reggio Emilia approach to education that recognises children as capable, resilient instigators of their own learning. She is also influenced by the Nature Pedagogy, whereby children learn through play with natural materials and in nature outdoors.

Vanessa likes to spend a lot of her own time outside in nature exploring new areas with her dog Ivy. You may see Vanessa in the neighbourhood walking her dog at the local parks and beaches.

## DENISE BATCHELOR – EARLY CHILDHOOD EDUCATOR Educational Leader

Denise has been part of the OAK community since 2010 as a parent, committee member and President in 2011. She has a Diploma of Teaching (Early Childhood) and a Postgraduate Diploma in Educational Studies (Early Intervention). She taught in kindergartens for many years before working in Early Childhood Intervention as a Specialist Teacher for six years.

Denise is passionate about the inclusion of all children into the community early childhood programs. She places an emphasis on social play as the basis for learning and for the development of children's confidence. Denise plans the program using a combination of each child's interests, the needs of the group, and intentional, or planned, activities. As Educational Leader Denise believes that a happy and supported staffing group leads to the best outcomes for children and families.





## Our Curriculum

"Learning is an active process that must involve children's engagement. Play is essential for its ability to stimulate and integrate a wide range of children's intellectual, physical, social and creative abilities." (VEYLDF 2016)

We are now following the Victorian Early Years Learning and Development Framework (VEYLDF) 2016 and the National Quality Framework 2012. This curriculum links up to Primary Schools and is relevant for children from birth to eight years. The framework helps educators work towards five outcomes for all children in their class:

- Identity: building a strong sense of 'self' within the family and then other adults eg. Educators.
- Community: giving opportunities and support to help children connect and participate with others.
- Wellbeing: recognising that in early childhood the foundations for social and emotional wellbeing are being laid.
- Learning: encouraging and supporting children to be curious and enthusiastic participants in learning which helps to develop positive dispositions for lifelong learning.
- Communication: giving opportunities and support to assist children in developing communication skills, express their feelings and thoughts and to be understood. Recognition that most children are innately social, creative and motivated to exchange ideas, thoughts, questions and feelings. (VEYLDF 2016).

Our early years planning cycle is about 'Belonging, Being and Becoming'. Our curriculum encompasses all the interactions, experiences, routines and events, planned and unplanned, that occur in an environment designed to foster children's learning and development.

Our program recognises that children learn through play.

Children need sensory materials to explore through their senses. They require fine motor materials to draw, paste, paint and create with. Children develop gross motor skills and coordination when they roll, run, balance, play ball games, climb and dance. They need construction materials to build with, problem solve and develop motor skills.

Children need to be immersed in language and literacy experiences that will develop their communication skills, extend their vocabulary and begin to expose them to reading skills. Children need open ended props to develop imaginative games where plans are made, stories are created and interactions with other children are enhanced.



Playing with other children allows them opportunities to 'cooperate with others and negotiate roles and relationships', 'reach out for company and friendship', 'respect different ways of being and doing' and 'explore ideas and concepts, clarify and challenge thinking.' (VEYLDF 2016).

In order to understand their place in the world children need opportunities to act out what they see, take on family roles in play and sort out their understanding about fact and fantasy.

Children need time to practise literacy and numeracy. For example, they may pick up five pebbles (a play opportunity arises), count them (math), pretend the pebbles are mice in a story (language and literacy) and then share the pebbles amongst five children (social development and math).



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Children experiment with different technologies when they research information, select games, develop keyboard skills, create pictures, write stories and work cooperatively with friends to achieve these skills.

Children also require open ended opportunities to develop their cognitive skills, problem solve, make predictions and recall previous outcomes to help develop new ways of doing things:

- 'These cards don't match because they have different colours and different shapes.' (visual skills of sorting and classifying)
- 'Please move this swing to the other side so I have more space to do my trick and I won't bump my head.' (spatial awareness)
- 'Would you like to fill or half fill the bucket with hose water?' (Math concept, volume)
- 'I will have a turn on the jumping board when you've finished your turn.' (self-regulatory behaviour, social skills)



An important part of the program is encouraging sustainability of our natural environment. The children put fruit scraps in the worm farm and compost. They care for their garden by planting bulbs and seedlings and water the plants with tank water. They use our recycle bins for paper waste etc.

Our curriculum encourages staff to listen to the children's voices, build on the children's interests and help them to extend their goals in play. Staff recognise the importance of the family's contribution to the program and invite family members to share information about their children that will assist in planning for them. Our program is enhanced when parents visit and share skills such as reading to the children in other languages, cooking, teaching craft, playing a musical instrument, dancing and involving themselves in the children's play.

The educators have the role of making opportunities for intentional teaching and assessing the children's learning by 'planning, documenting and evaluating children's learning.' (VEYLDF 2016)

We discuss the children's progress with their parents and plan ways together where their child can be supported further if necessary.

The educators write a reflective program, supported by photos and display it in the foyer. Parents are welcome to discuss the program at any time and add their comments. We review and evaluate the program daily.

We are looking forward to sharing your child's kindergarten journey with you!



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## OAK Care

OAK Care is OAK's Extended Care program and was new to the kinder last year. Having received fantastic feedback from both parents and children, we're excited to be offering it again in 2021 including our Yellow 3 year old group for the first time. The program will run Mondays, Tuesdays and Thursdays from 2:00pm to 5:00pm in our Pennydale Room and is available to children enrolled in Yellow Group (3 year old group), Blue Group and Red Group (4 year old groups).

As this program is a separate offering from our kindergarten program, there is a separate enrolment fee and separate term fee. This is not a drop-in program and enrolment in the program will be for the entire term. Registration for OAK Care takes place after children have been allocated into kindergarten groups. You will receive from us a separate OAK Care enrolment form which will need to be completed and returned along with the OAK Care enrolment fee.

## 2021 Session Times

Group	Total Hours	Monday	Tuesday	Wednesday	Thursday	Friday
<b>Blue (4yo)</b>	15.5		8.30am – 2.00pm	8.30am – 1.00pm	8.30am – 2.00pm	
<b>Purple (4yo)</b>	15			8.30am - 4.00pm		8.30am – 4.00pm
<b>Red (4yo)</b>	16.5	8.30am – 2.00pm	8.30am – 2.00pm		8.30am – 2.00pm	
<b>Orange (3yo)</b>	8.5			1:45pm - 4:45pm		8:30am – 2:00pm
<b>Yellow (3yo)</b>	5.5	8.30am – 2.00pm				
<b>OAK Care</b>		2.00pm – 5:00pm	2.00pm – 5:00pm		2.00pm – 5:00pm	





## Fee Information

Fees are determined each year by the Committee of Management based on enrolment numbers and in direct proportion to the cost of running the kindergarten program. OAK is an Incorporated Association which is not for profit. Please note that 4 year old kindergarten is partially funded by the government for all eligible children, but there is no government funding for 3 year old kindergarten.

Some families may also be eligible for the kindergarten fee subsidy, which provides card holders with access to 15 hours per week of kindergarten at no cost. The government subsidy is only payable for 4 year old kindergarten, for families that meet the following criteria:

- The child is identified by a parent, carer or legal guardian as an Aboriginal and/or Torres Strait Islander
- The child individually holds, or has a parent or guardian who holds one of the following:
  - Commonwealth Health Care Card
  - Commonwealth Pensioner Concession Card
  - Department of Veterans' Affairs Gold or White Card
  - Temporary Protection/Humanitarian Visa 447, 451, 785 or a Resolution of Status (RoS) visa, Class CD, subclass 851
  - Refugee/Special Humanitarian Visa 200 – 217
  - Asylum Seeker Bridging Visa A-F
  - The child is identified on their birth certificate as being a triplet or quadruplet.

You must provide your card to kindergarten staff or committee upon enrolment as we need to keep a copy on file. If the card expires during the year, we will need to be provided with a new card in order to keep receiving the fee subsidy.

## 2021 Kindergarten Fees

Group	Yellow (3yo) 5.5 hours	Orange (3yo) 8.5 hours	Red (4yo) 16.5 hours	Blue(4yo) 15.5	Purple (4yo) 15 hours
Fees Per Term	\$470	\$690	\$660	\$595	\$585
Fees Per Year	\$1880	\$2760	\$2640	\$2380	\$2340
Enrolment Fee (paid on enrolment)	\$100	\$100	\$100	\$100	\$100
Late Payment Fee (if fees are paid past due date)	\$10 p/week	\$10 p/week	\$10 p/week	\$10 p/week	\$10 p/week
Parent Participation Levy	\$150 per year (refunded once you have fulfilled the Parent Participation requirements)				



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## 2021 OAK Care Fees

	Monday Session	Tuesday Session	Thursday Sessions	Hours per Session
Fees Per Term - Yellow (3yo)	\$300	-	-	3
Fees Per Term - Blue (4yo)	-	\$300	\$300	3
Fees Per Term - Red (4yo)	\$300	\$300	\$300	3
Enrolment Fee (paid on enrolment)	\$100	\$100	\$100	
Late Payment Fee (if fees are paid past due date)	\$10 p/week	\$10 p/week	\$10 p/week	

## How to Enrol

Bayside City Council manages all registrations for both 3 and 4 year old kindergartens through its online Central Registration Service. If you would like to apply for your child to attend OAK in 2021, you must register online at Bayside City Council: [www.bayside.vic.gov.au/kindergarten](http://www.bayside.vic.gov.au/kindergarten) and follow steps 1 to 3:

- Step 1:** Registration opens 1 April 2020 and ends 31 May 2020. Registration is via the Bayside Council website: <https://www.bayside.vic.gov.au/kindergarten-registration>. Note that late registrations received after 31 May 2020 will be processed after all of the on-time registrations are finalised.
- Step 2:** July 1st you will be offered a placement via Bayside Council. You can then accept/decline your offer via the Bayside Kindergarten Portal. This must be done within 7 days or the offer will expire.
- Step 3:** Once you have accepted your placement offer, you will be referred to our website to complete your enrolment details. You will also nominate your group preferences on 7th July 2020 (this date may change by up to a week but we will confirm closer to the date). You can also enrol in OAK Care at this stage.

Please email [enrolmentsolympicave@gmail.com](mailto:enrolmentsolympicave@gmail.com) for additional information or visit <https://www.bayside.vic.gov.au/kindergarten-registration>



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## Frequently Asked Questions

### 1. Is my child old enough to enrol in the 3 year old program?

To be eligible to enrol in the 3 year old program, a child must turn 3 by 30 April 2021 but cannot attend until their 3rd birthday. Payment in full of term 1 fees is required even if the child starts part way through the term.

### 2. Is my child old enough to enrol in the 4 year old program?

To be eligible to enrol in the 4 year old program, a child must turn 4 by 30 April 2021. They will be able to commence at the beginning of the year even if they have not turned 4 yet.

### 3. How will I know if I have been given a place?

Bayside Council staff will issue offers via email to parents around 1 July 2020. You will need to accept/decline this offer via the Bayside Kindergarten Portal link (within 7 days).

### 4. What happens after I accept Bayside Council's offer via the Bayside Kindergarten Portal link?

You will be directed to OAK's website which will have a 'Finalisation of Enrolment 2021' form that you must complete and return directly to the kindergarten within 7 days.

### 5. Do 4 year old repeats need to re-register via Bayside Council?

No. Enrolment for 4 year old repeats is done directly through OAK.

### 6. Do 3 year old repeats need to re-register via Bayside Council?

Yes

### 7. What happens if my child can only attend kindergarten for part of the time, ie cannot attend all sessions?

This is ok, however you are still required to pay the full term fee. Your child may miss some incursions, excursions or activities.



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## **8. Can a child register for more than one 4 year old group or at multiple kindergartens?**

Yes. However, a child already registered for 4 year old cannot take the place of a 4 year old wanting their first funded year. Furthermore, the child cannot receive the funding for more than one program of 15 hours. Please contact the kindergarten for further information if this applies to you.

## **9. Does my child need to be vaccinated to be enrolled at Olympic Avenue Kindergarten?**

Yes. All parents/guardians planning to enrol their child at childcare or kindergarten in Victoria must provide the service with a current Immunisation History Statement from the Australian Immunisation Register (AIR). The statement must show that the child is up to date with all vaccinations that are due for their age, or that they are able to receive. An Immunisation History Statement from the AIR is the only type of immunisation record accepted by early childhood and care services for the purposes of confirming enrolment

If you have any questions regarding Bayside City Council's registration process, please contact Bayside City Council Family Services on (03) 9599 4755. If you have an OAK enrolment enquiry, please contact our Enrolments Officers at [enrolmentsolympicave@gmail.com](mailto:enrolmentsolympicave@gmail.com).

We look forward to welcoming you to Olympic Avenue Kindergarten.