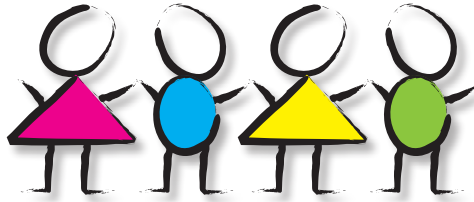


FEBRUARY
2020



Issue 1

www.silverdalechildcare.com.au

Silverdale Child Care
Newsletter

www.silverdalechildcare.com.au



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Important
DATE!

March

- 10,12,13 School Photos
- 11 - Kindi Farm \$
- 21 - Harmony Day

April

- 3 - Hula Hoops & Handstands \$
- 9 - Easter Hat Parade
- 22 - Earth Day

May

- 4 - Mums Morning Tea
- 27 - Nat. Simultaneous Reading Time (11am)
- 27 - Reconciliation Week

\$ = Incursion requiring payment

HELLO 喂

Welcome back to our returning families and a warm welcome to our many new families.

We hope everyone had a lovely Christmas and New Year with their families, despite all the fires. No doubt everyone is now relieved to have the rain and have fallen back into their routines.

The children have all settled in really well. Our new children are enjoying exploring their new environment and making attachments with their educators. If any of our new children are yet to receive your complimentary T-Shirt or hat, please see an educator. Thank you.

STAFF FOR 2020

On the next page you will see the staffing schedule for 2020.

STRESS AND CHILDREN

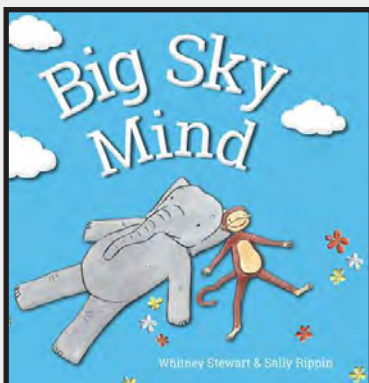
You don't have to look too far to find the research that shows even our youngest children are stressed. Usually this is because parents are busy and rushing from one thing to the next in our busy world. For children, stress can manifest from things such as moving to a new house or other changes that can be taking place that cause anxiety and unease for even our youngest children. Young children have not developed resilience yet, and often need some coping mechanisms. Mindfulness can help children cope with anxious feelings, and if supported, they can take these skills with them into adulthood. Simple things such as slowing down,

BOOK REVIEW

Big Sky Mind

by Whitney Stewart

You know when you're having a really bad day and nothing seems to go right? You feel scared, sad and mad all at the same time, and you don't know what to do. This little book about mindfulness can help you. It will teach you how to meditate and grow your heart. It will help you create space around your feelings, accept yourself as you are and discover your inner wisdom. With nine simple mindfulness exercises, you can learn how to soften your emotions, grow your heart, feel...



We recognise the traditional owners of this land, the Gundungurra people.



Happy Chinese New Year

STAFFING STRUCTURE 2020

	Monday	Tuesday	Wednesday	Thursday	Friday
Kangaroos	Rebecca	Rebecca	Amy	Amy	Amy
	Ashtonn	Ashtonn	Ashtonn	Tim	Ashtonn
	Tim	Hannah	Hannah	Hannah	Hannah
Joeys	Joanne	Joanne	Joanne	Joanne	Joanne
	Tarleigha	Tarleigha	Tarleigha	Katherine	Tarleigha
	Katherine	Tim	Katherine	Michelle	Michelle
	Aleisha	Aleisha	Aleisha	Aleisha	Aleisha
Extra Floater	Aleisha	Aleisha	Aleisha	Aleisha	Aleisha
Kitchen/Schoolies	Lynda	Lynda	Michelle	Lynda	Lynda

practicing appreciation, full belly breathing, being present and less devices are all shown to relive stress in children. Parents can also model mindfulness behaviour, particularly when they find themselves upset. A popular mindfulness exercise known as S.T.O.P. can be helpful.

- Stop. Just take a momentary pause, no matter what you're doing.
- Take a breath. Feel the sensation of your own breathing, which brings you back to the present moment.
- Observe. Acknowledge what is happening, for good or bad, inside you or out. Just note it.
- Proceed. Having briefly checked in with the present moment, continue with whatever it was you were doing.

** If you need help reducing the time your children spend on devices, see pages 12-13 for "Our Family Tech Agreement"*

REMINDER OF PROCEDURES

As the new year commences, it is always important to remind parents of a few of our policies and procedures:

* Each year we request information about any health issues your child may be experiencing. It is also important that you let us know if your child's health care needs change or if a new health condition develops. Information about allergies and medical conditions such as asthma and diabetes, and other health related issues should be provided to us by parents. **PLEASE COMPLETE THE "UPDATE FORM" in this newsletter.** It is very important

that this form is completed, even if details have not changed. **We are regulated to maintain updated photograph permission and excursion permission to visit the back paddock.**

* Our licensed hours are 7am-6pm. Please do not drop children off before 7am and if a child is collected after 6pm, a \$20 late fee will be applied to your account to cover staff overtime.

* We are a nut free centre, so please ensure that no products with nuts are brought into the centre.

* Regarding our health policy, we ask if your child is sick, please refrain from bringing them to the service, this helps to minimise cross infection to other children and staff.

* If your child has been prescribed a medication such as antibiotics, we ask that your child stay at home until they have been taking the medication for at least 24 hours. This gives the child time to rest, somewhat recover and should they have a reaction to the medication, it is far better that the child is at home than here at the service.

* The protocol for dealing with any concerns or problems you may have is to initially speak to your child's teacher, as they are with your child the most. Alternatively, you can also make an appointment to see Kasie, email or telephone her. You can also fill out a complaint form which is located on the sign in desk and place it in the fees box.

*This newsletter is distributed four times a year via email and through our website. However, each room will provide you with room specific

newsletters more regularly.

* In keeping with our sun safe policies, please ensure children do not wear thongs or singlets to the centre.

* Please remember that all children need to bring a wide brimmed or bucket hat each day. Caps do not protect the neck, so please no caps.

* Remember to apply sunscreen to your child in the morning and we will reapply it in the afternoon (there is sunscreen available in the foyer).

* Children need to bring with them a set of cot sheets for rest time (even if they do not sleep, they will need the sheets for rest).

* If your child has an asthma plan & keeps their ventolin & spacer here at the service, the ventolin & spacer must be stored in a clear labelled container (e.g.... lunch box style). This will minimise the time it takes for us to sort through children's ventolin & spacers to find the one we need. Furthermore, it ensures a more hygienic practice.

* If your child is absent for any reason, please telephone us and let us know.

* Breakfast is served between 7:30-8:00am only.

* Please ensure that your fees are always up to date. Weekly fees need to be paid on the first day of your child's attendance for the week. If you would prefer to pay fortnightly or in bulk payments, they need to be paid in advance - not in arrears. When fees are in arrears it significantly affects our cash flow and our ability to pay wages and expenses. Thank you for your cooperation.

SCHOOL PHOTOS

This year school photos will take place on Tuesday 10th, Thursday 12th and Friday 13th March. More information will be emailed to you closer to the date. More information will be emailed closer to the date.



WE WANT YOU!

We know no one really remembers the enrolment form that you complete at enrolment. But there is a part where we ask for parent involvement. We would love it if family members hung out with us from time to time. For instance, next week one of our mum's is coming in to make dumplings with the children. Thank you, Martha! We would love it if anyone has any time to spare to share their gifts and talents with us, or just hang out really. Can you play a musical instrument? Do you love gardening? Are you fire fighter

or police officer and willing to chat to the children about it? Are you a knitter or sewer and willing to share your skills with the children? What about just dropping in for 15 minutes to read a story or play volleyball with the kids? Are you a carpenter? Could you help the kids make a project? Anything really. We know mums and dads are super busy, but your child will love it and so will the other children! This is open to any family members, not just mums and dads. Thank you.

PRIVATE FACEBOOK POSTS

Our private Joeys and Kangaroos Facebook pages are private so only current families can see those photos. For the privacy and confidentiality of other children, please do not 'screen shot' and share photos of your child that include other children, and share to your social media page. Thank you for your cooperation.

AVAILABILITIES

Currently we have Monday and Friday positions available in the Kangaroos room if anyone would like to add or swap their current booking. In the Joeys we have two positions available on Monday only.

POLICY UPDATES

We are currently in the process of reviewing our Emergency Policies. They are available for your perusal in a folder near the sign-in KIOSK. Should you have any feedback or suggestions, please make comments on the last page in the folder.

THANK YOU!

Thank you so much to the Neich, Grima, Clifford and Silva families for your donations. We really appreciate it!

We have more T-Shirts and Hats in stock!



Bucket Hats
\$20.00



T-Shirts
\$20.00

Joey's Newsletter

Welcome to our first newsletter of 2020! Welcome to all our new Joey friends and their families. For the past two months we have meet some new faces and they have settled in well within our room as well as welcoming back previous Joey's from last year.

COMMUNICATION

Each day we will communicate with parents about what has happened in our room. We will share the highlights of each day by making notes on our weekly program as well as posting daily to our private Facebook page. Writing these daily comments on the Pic Collages allows Educators to communicate with families about some of the meaningful activities and interactions of the day. These comments will be aligned with the government's Early Years Learning Framework. Photos of the children illustrating their interaction with the curriculum will also be shared. On the Joey's entry door, you will find our daily pic collages as well as our family input sheets. On the storeroom door you will locate our program, please feel free to look around in the joey's room at any time. Photos as well as artwork is displayed throughout the room. Regular centre newsletters will also be produced and shared with parents, preferably by email. As well as room newsletter which will be shared via parent pockets. We welcome parent input in many ways. So please feel free to communicate with us about your child, our program, our room or our centre any time. It is important to us that you feel comfortable coming to us to ask questions about your child and their day and how they are feeling. The pockets are also used when sending home notes, newsletters, accounts and receipts.

PARENT SURVEYS

A big thank you to those families who have returned their parent surveys. If you need another copy of the parent survey please see the Joeys staff and we can print a new one. These surveys are a way to encourage your partnership between us as educators and you the families within our programming and service. We greatly appreciate these surveys. It also informs you of your child's number in which we refer to monthly on the Joeys program which is displayed on our wall as well as on Facebook, so as you can be kept up to date as much as possible with what your child is doing throughout their days here with us.

REMINDERS

A friendly reminder that each Joey needs to bring a piece of fruit to share with their friends for afternoon tea. They have been really enjoying all berries, apples and bananas recently.

Miss Hannah, Mr Tim, Miss Jo, Miss Michelle, Miss Katherine & Miss Tarleigha.



Lamingtons made for Australia Day



Visits to the chickens, to check eggs and feed them!



Chinese New Year art to celebrate the year of the Rat 2020



BREASTFEEDING RECOMMENDATIONS

- Exclusive breastfeeding is recommended to 6 months of age
 - Introduce solids at around 6 months of age
 - Continue breastfeeding until at least 12 months of age - longer is great
 - If you can not breastfeed, use an infant formula until 12 months of age - after then, you can use cow's milk (or lactose-free options)
 - Any breastfeeding is beneficial for baby and mother (e.g. a mix of formula and breastmilk)
- Breastfeeding can be tough! Call the FREE breastfeeding helpline for support: 1800 686 268**



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TUMMY TIME - NATIONAL RECOMMENDATIONS

Did you know?

Infants who are not walking yet should spend **30 minutes or more in tummy time every day**. This can be spread across the day.

Remember: on their back to sleep, on their tummy to play!

See our tip-sheets on the Healthy Kids Website for more information.



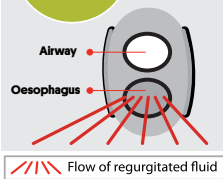
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supine is safest

There is overwhelming evidence that the supine position is safest for babies



Supine (back) position



- Babies protect their airway by swallowing^{1,2}
- In the supine position, swallowing and arousal reflexes allow the baby to clear and protect their own airway^{1,2}
- When a baby is on their back, the upper respiratory airways are positioned above the oesophagus. Regurgitated milk (orange lines) is easily swallowed and aspiration of fluid into the airways is less likely to occur^{1,2}
- The risk of oesophageal reflux, aspiration and choking is reduced when babies are placed on their backs to sleep^{1,4}

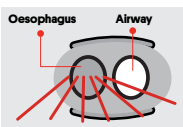
Flow of regurgitated fluid



Supine (back) position



Side position

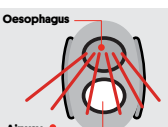


- The side position is less safe than the supine position and is not recommended^{5,8}
- The risk of sudden infant death for side-sleeping babies is between 2 to 4 times higher than for babies who sleep on their back^{5,6}

- Babies who are placed on their side have a greater possibility of rolling prone during sleep^{7,8}
- Rolls and devices intended to keep babies on their side do not stop infants rolling prone and are not recommended^{6,8}



Prone (tummy) position



control relating to respiratory, cardiovascular and autonomic control mechanisms^{4,5}

- The risk of sudden infant death for prone sleeping babies is approx. 7 times higher than for babies who sleep on their back⁸
- Prone positioning during sleep reduces a baby's physiological control relating to respiratory, cardiovascular and autonomic control mechanisms^{4,5}



- Even healthy babies are less likely to arouse during regurgitation or positing of milk and will swallow less frequently when placed prone which significantly reduces airway protective mechanisms^{1,2}
- When a baby is placed prone, the oesophagus is anatomically higher than the airway and in very close proximity to the laryngeal opening, increasing the risk of aspiration^{1,2}
- Viral infections and certain drugs, particularly sedatives, can compound the effect of being prone^{1,2,5,8}

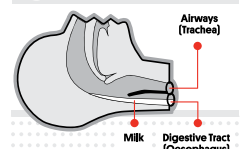
Back is best for sleep

There is clear anatomical, physiological, and epidemiological evidence to support placing an infant on their back to sleep, from birth.^{1,6}

The supine position provides airway protection. Airway protection is significantly reduced in the prone position.

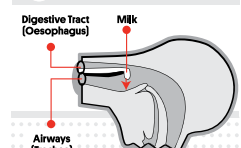
Healthy infants can and do protect their airways when placed supine. Babies are not at increased risk of choking, provided that swallowing and arousal are intact (normal).^{1,2}

Supine (on back)



In the SUPINE position, regurgitated milk is less likely to enter the Trachea.

Prone (on tummy)



In the PRONE position, regurgitated milk can more easily enter the Trachea.



Kangaroo's News

Dear Parents,

Everyone has settled back into the daily centre routine really well. The new Kangaroos have enjoyed being in the big room and learning new skills such as self-serving morning tea, having room duties and the biggest highlight, bringing in their own lunch boxes.

The children have responded very well to the morning routine and have already shown us that they are confident and independent.

Thank you to everyone who sent in Australia Day photos, this really added to our discussion and we are gratefully for all your input. Please take time to look around our room and see the wonderful creations your children have made.

Parent Surveys

The information from your survey will help the educators to get to know your child better and plan activities according to their likes and needs. If you have not yet filled out and returned your parent survey please do so as soon as possible. If you require a new survey please let us know.

Parent input/weekend forms can be found next to the program, we would appreciate you filling them in regularly or private messaging photos/videos to us. This is a great way for us to be aware of your child/family's interests and to include them into our weekly program.

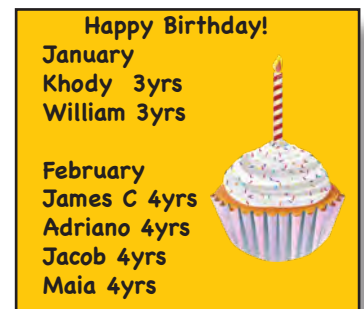
Structured Learning

Each month in the Kangaroos room we will be focus on a different country or discussion topic. A list of our 'learning plan' is displayed in the locker room near the program. Please take the time to see what our upcoming topics are, and feel free to add any input to further assist us in teaching your children. Children are also separated into learning groups dependent on their school start date. During this time children engage in experiences that will develop skills in areas such as, language, print recognition, name recognition, sequencing, story recall, understanding of patterns and pencil grip.

Weekend Adventures with Betty Bee

During the month of February we will be introducing our new travelling class pet. Throughout the year each child will have a turn of taking Betty Bee home. During the weekend we ask you to please document your child's time with Betty. You can do this by taking photos and adding them to the provided scrapbook or encourage your child to draw a picture in the book. When your child returns with Betty they will share their adventures with the class. This is a great way of adding home life and family input into our program and for the children to develop confidence in sharing information with their peers.

Many thanks, Miss Amy, Miss Rebecca, Miss Ashtonn and Mr Tim





FUNDAMENTAL MOVEMENT SKILLS

We teach the 13 Fundamental Movement Skills ("FMS") in our program. There are:

6 "manipulative skills" - these teach object control



Catch Underarm throw Overarm throw Kick Dribbling (bouncing) Striking a still object

And 7 "locomotor skills" - these are ways of moving from one place to another



Run Jump Hop Leap Side-slide Gallop Skip

Ask us how you can help teach the FMS at home.

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SCREEN-TIME NATIONAL RECOMMENDATIONS



Children aged 0-2 years should not have any screen-time. Video-calling is okay.

Limit children aged 2-5 to no more than 1 hour of screen-time across the day. Try to use screens to help get them active (e.g. dancing) instead of sitting.

TIPS:

- Keep bedrooms "screen-free".
- Set limits — if your child wants to watch a TV show, turn the TV off before and after.
- Keep screens for after dark so children are outside and active during the day. You could record a show and watch it later.

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Why baseball caps shouldn't come to school

Caps do not provide adequate sun protection!

Baseball caps do not protect the parts of the body that are most susceptible to skin cancer, that is, the ears, the sides of the face and the back of the neck.



PHYSICAL ACTIVITY NATIONAL RECOMMENDATIONS



Did you know?

Children aged 1-5 years should be physically active for **3 hours each day**, spread across the day - more is better!

Do lots of different activities to build new muscles and skills. Children could run, dance, kick a ball, climb, or just walk - all of these will get them active!

For preschoolers (3-5 year olds) make sure that 1 hour of their active time is energetic play (makes them huff and puff!).



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News from the Kitchen

Welcome everyone to our first newsletter for 2020. Christmas and the new year has been and gone and sadly, we're now coming to the end of summer. As we start to see a change in seasons, we're going to start seeing the sniffles, coughs, colds and nasties start creeping up on us. One way to combat this is to increase our vitamin intake through whole foods, drink plenty of fluids, get outside in the sun for vitamin D and ensure we rest our bodies whenever possible.

Miss Michelle and I will do our best to keep lots of nutritious food in your children's belly's and ensure their plates contain all the colours of the rainbow for maximum nutritional punch. As we have quite a few new SCCC families this year, please take the time to come and visit either myself or Miss Michelle in the kitchen to discuss any dietary requirements, needs or desires, or to grab a copy of the daily recipes your children love.

Parents, remember that your fussy eaters at home are more inclined to eat different things with their friends at school so don't hesitate to chat with us about our menu and even share something they love to eat at home to see if we can incorporate that into our weekly menu here at school.

To our new families with infants and young toddlers who are starting out on discovering the joys of food, we are happy to cater to their changing needs and to help develop their eating skills and support whatever methods you are trying at home. For all of our Joeys, please remember your daily fruit to share with your friends and all our kangaroos to please remember fruit in your lunchboxes, along with a fresh water bottle each day you attend.

Thank you everyone, here's to a great 2020. Miss Lynda & Miss Michelle.



HOW TO PACK A HEALTHY LUNCHBOX

Not sure what should go in your child's lunchbox? Just remember that the lunchbox should look like the "Food Plate"!

- Pack food from all 5 Food Groups
- Grains and vegetables should be the bulk of the lunchbox
- Leave "sometimes foods" at home



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AUSTRALIAN GUIDE TO HEALTHY EATING

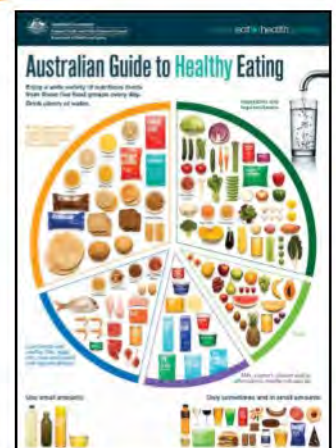
The "Food Plate" shows what a child's diet should look like.

Children should eat a variety of food from the 5 food groups:

Grains, Vegetables, Protein, Dairy, and Fruit.

The food groups which take up the most room on the "Food plate" should be eaten the most.

Avoid foods high in fat, sugar and salt ("Sometimes Foods"). These foods take up room in children's small stomachs that they need for healthy food.



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SCHOOLIES NEWS

ZEN

Welcome back everyone to term 1. Wow, where did those 6 weeks holidays go!!! I hope you all had a relaxing and enjoyable Christmas break and are starting to settle back into the new year. It's been so wonderful hearing all about the children's new teachers, new classrooms and new friends.

This is both a happy and sometimes unsettling time of the year for the children. We have been discussing this in our time together and I have been encouraging the children to share their thoughts and feelings about the changes a new year has brought. Some have lost friends to other classes, some have made new friends, some got teachers they really wanted and others got teachers they didn't want. These changes bring confusing feelings with the children and Miss Michelle and I have been making sure we give everyone a comfortable space to chat about these things. If you have any concerns yourself, please come and see either one of us and we'll do our best in helping in anyway we can.

The weather has been a bit crazy of late so it's been inside play for the most part, so the children have been doing craft to celebrate Chinese New Year, creative play throughout the centre, inside handball games, some quiet reading in the mornings amongst other things. We had a morning yoga session which everyone loved. There was a few funny/ hard poses which some found challenging, but they all enjoyed it none the less. The gentle exercise and stretching it provided was a good way to get the morning started as everyone usually has lots of energy to burn.

Miss Michelle had the children out the back on an obstacle course which was thoroughly enjoyed by all, herself included so I've been told. Our back yard space is often used for soccer, Oz tag, running races or other physical activities during the cooler months. Which will be here before we know it. Our bus trips as usual are filled with music and conversation. The children's play-list is full of lots of current hits and I've thrown some classic hits into the mix to expose the children to 'Real music' as we parents tend to call it. Rest assured it's all appropriate and any songs they wish to add to the list are screened first. Music plays a huge part in our day so if there's anything you enjoy as a family and it's appropriate for all the children to listen to, please let me know and I'll add it to our play-list. I've recently been introduced to an artist called George Ezra by one of the children and his music is brilliant.

So here's to another busy year.

Miss Lynda & Miss Michelle.



Colouring in for relaxation



Meditation



Who doesn't love to chill out with a good book after a hard days work?

Our Family Tech Agreement

Date: _____

The Play School toys are here to help us remember how to stay safe online and use devices in our home.

Put each family member's name or initial above a box. If the rule applies to them, tick the box when they agree to do the action.



I will ask before I use a device or play a new game online.

--	--	--	--	--



I will only use devices in shared spaces like the lounge room, family room or kitchen.

--	--	--	--	--



I will only talk to people I know when I chat, message, email or video call online.

--	--	--	--	--



I will take turns and use kind words when I play with technology.

--	--	--	--	--



I will ask permission before I take or share photos or video.



I will tell a grown-up if I see or hear something online that makes me feel sad, scared or worried.



I will stop playing, watching or exploring online when my time is up.



Our devices are put away in the _____

Time _____ Time _____ Time _____ Time _____ Time _____





IMPORTANT INFORMATION UPDATE FORM

CHILD'S FULL NAME: **SEX:** Male / Female
DATE OF BIRTH:
ABORIGINAL OR TORRES STRAIT ISLANDER DESCENT: YES / NO
ADDRESS:

PARENTS

FATHERS FULL NAME: **OCCUPATION:**.....
HOME ADDRESS: **PHONE:**.....
NAME & ADDRESS OF WORK:.....
WORK PHONE:..... **MOBILE:**.....

MOTHER'S FULL NAME:..... **OCCUPATION:**.....
HOME ADDRESS:..... **PHONE:**.....
NAME & ADDRESS OF WORK:
WORK PHONE:..... **MOBILE:**.....

FAMILY

NAMES OF SIBLINGS AND AGES:.....
.....
NAMES OF PEOPLE IN THE HOME AND RELATIONSHIP TO THE CHILD:.....
.....

EMERGENCY CONTACTS *(people authorised to pick up your child from the centre)*

FULL NAME: **FULL NAME:**
ADDRESS: **ADDRESS:**
TELEPHONE:..... **TELEPHONE:**.....

MEDICAL CONTACTS

CHILD'S DOCTOR:..... **TELEPHONE:**.....
ADDRESS:.....

PHOTOGRAPHS

I _____ give OR do not give permission for the centre to use photographs of my child _____ in the centre website, newsletters, newspaper articles or promotional material (e.g. advertising flyer).

Signed _____

EXCURSION PERMISSION TO VISIT PADDOCK AT REAR OF CENTRE

I _____ give OR do not give permission for my child _____ to leave the licensed premises to visit the vegetable garden, worm farm, chickens or go for a picnic at the parcel of centre owned land beside the building.

Signed: _____

MEDICAL CONDITIONS UPDATE

If your child has asthma or anaphylaxis, we MUST have a health management plan on the premises signed by a Doctor with their prescribed medication.

Name:

DOB:

Age:

Medical Condition:

Medication required:

First Aid Required:

CHILDREN'S HEALTH AND SAFETY

Please make yourself aware of our policies which are located in the foyer in a folder.

No one is happy when their child catches a bacterial or viral infection from child care, so it is in everyone's best interest to keep sick and contagious children at home and follow the following basic precautions.

The centre does not have separate facilities for the care of sick children. Parents are asked not to send sick children to the centre. More importantly, staff/child ratios prevent staff from providing the degree of individual care and comfort that an unwell child deserves. Staff will ask you to collect your child if it is felt that they are 'physically unwell'. This includes displaying symptoms of fever, mucous discharge from nose or ears, rashes and/or general lethargy.

Please Do Not Send Your Child If He/She Has:

Diarrhoea - A child who has an acute period of watery stools should be kept home and not return to the centre until he/she has been free of diarrhoea for 24 hours. If, however your child has an allergy or condition which regularly causes diarrhoea, please inform staff at the time of enrolment.

Vomiting - A child who is vomiting should be kept home until vomiting has stopped for 24 hours.

Micro-organisms that cause vomiting and diarrhoea are highly contagious and will spread quickly throughout the centre.

Fever - A child with a fever of more than 38°C should be kept home as this indicates that the child is unwell. It is advised that the child should have a normal temperature for 24 hours and his/her activity level and appetite have returned to normal before returning to the Centre.

Unexplained Rash - A child with unexplained rash needs to be seen by a Doctor to diagnose the cause of the rash. If the rash is not contagious the child will be allowed to return to the centre on presentation of a medical certificate.

Chicken Pox - A child with chicken pox should be excluded until fully recovered or for at least five days after the eruption first appears - a clearance certificate from the Doctor is required before recommencement to the centre.

Conjunctivitis - A child should be excluded until discharge from eyes has ceased, usually 48 hours after commencing prescribed eye drops (please note that over the counter drops are not as effective in treating the symptoms of conjunctivitis).

Hand, Foot and Mouth Disease - A child should be excluded until all blisters have dried - a clearance certificate from the Doctor is required before recommencement to the centre.

Head Lice - If a child has live head lice present, they are to be excluded from the Centre until treatment has commenced and all live lice and eggs have been removed (the most important part of the treatment is the removal of eggs with a comb; -treatment alone does not remove the lice and eggs).

Source: NHMRC 'Staying Healthy in Childcare'- Dept of Health and Family Services.

ASTHMA, ANAPHYLAXIS & DIABETES

If a child suffers from asthma, anaphylaxis or diabetes, upon enrolment, parents must supply the Centre with a '**Medical Conditions Action Plan**' from the child's doctor. Details required must include symptoms and signs, triggers, name of medication, how to administer medication and an emergency action plan.

Any medications such as pumps, inhalers, insulin or epipens etc..., should be clearly labelled with the child's name.

This medication can either be kept at the Centre or brought in each day your child attends and handed to staff.

24 HOUR EXCLUSION POLICY

Where medication has been prescribed to a child, the child must not attend the centre for 24 hours.

This is a precaution against a reaction to the medicine and to minimise the spread of infection.

IMMUNISATIONS

Your child's immunisation must be up to date, and your child's immunisation book will need to be shown to Administration Staff at the time of enrolment and when new information has been added. Immunisations must be kept up to date while your child is at the Centre.

MEDICATIONS

To protect your child from incorrect administration of medications, strict policies have been developed.

Children may only be given medications at the centre if:

1. The medication was prescribed by a medical practitioner and is in the original container labelled by the pharmacy, with the child's name, the dosage and within the use-by date.
2. Parents complete and sign the Medication Form authorising staff to administer the medication. Medications will not be given if parents fail to complete the medication form.
3. Over the counter type medications (e.g.. Dimetapp) will only be given when a medical practitioner prescribed it and it is in the original container labelled by the pharmacy, with the child's name, the dosage and within the use-by date.
4. Medications must be stored in the locked area within the kitchen. Please see a staff member to assist you if need be. **NO MEDICATIONS ARE TO BE LEFT IN YOUR CHILD'S BAG.**