

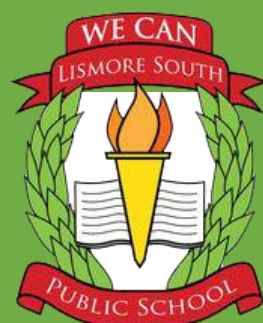


Lismore South Public School

Ngulliboo Jarjums Preschool



2025 Handbook





Welcome

We warmly welcome your family to Lismore South Public School Ngulliboo Jarjums Preschool. We look forward to working together to ensure your child has a happy and enjoyable time at preschool. Within this handbook you will find important information about how our service operates.

Our preschool is part of Lismore South Public School and is operated by the NSW Department of Education. We offer an affordable and accessible early learning program for children before they begin school. We are a play-based preschool providing a holistic approach to support every child's learning and development.

Enrolments are open to families in our local community. Children are eligible to enrol in a NSW government preschool if turning 4 years of age on or before 31 July in that year. We recommend you meet the Principal and preschool teacher and take a tour of our preschool. Please make an appointment at our school office.

Contact Us

Address

Cnr. Wilson & Phyllis Streets
South Lismore, NSW 2480

Postal Address

PO Box 497, Lismore NSW 2480

Phone

66213433 Lismore South Public School

Email lismoresth-p.school@det.nsw.edu.au

Website www.lismoresth-p.schools.nsw.edu.au

Philosophy

We believe children are lifelong learners who will thrive in our nurturing, inclusive and safe preschool environment. Each child is recognised as an individual and encouraged to become who they are. They will feel a sense of belonging, will express themselves and explore their identity. We know that children learn best when they feel confident and are encouraged to take an active role in their learning. By valuing the voices of our preschool families and every child we create a supportive and engaging learning environment.

Our approach to education is built on play-based learning, which encourages our children to interact with their friends and discover the world around them. Our intentional learning spaces include key areas such as literacy, numeracy, inquiry, creative arts, and social-emotional development. Our program is guided by the Early Years Learning Framework, supporting our children's exploration of belonging, being and becoming. We tailor our programs to meet each child's individual needs and their interests, experiences and cultural backgrounds.

We recognise that families have the greatest influence on their children. We value strong partnerships with our preschool families and the wider community. We encourage our families to participate in open and respectful communication daily with our educators.

We are committed to creating a culturally safe space where we respect and celebrate diversity through recognising all families' cultures, values, perspectives and beliefs including Aboriginal and Torres Strait Islander. We value collaboration with families to promote diversity and inclusivity, strengthening everyone's sense of belonging.

Our dedicated preschool educators are friendly, approachable, and committed to delivering high quality educational programs. Our ongoing professional learning, critical reflection, high expectations and staff collaboration creates an enriching educational environment that supports the holistic development of every child.

We believe our children are the future caretakers of the land therefore it is essential for them to learn to respect and care for the environment. This empowers them to be leaders of sustainable practices and invest in their future. A connection with nature is essential for holistic development, mindful living and wellbeing.

We provide meaningful transition experiences throughout the year, connecting with the whole school community to help children build secure relationships, gain confidence and prepare for a successful transition into primary school.



Preschool Team

We are fortunate to have a team of highly experienced staff, employed by the NSW Department of Education. Our team are professional and passionate about early childhood education. Our team are friendly, approachable and dedicated to ensuring the very best preschool experience for all children and their families.



Larissa Polak
Principal
Nominated Supervisor
Responsible Person in Charge
& Educational Leader

Bachelor of Education



Rebecca Bryant
School Learning and Support
Officer - Echidna Group

Certificate III Education
Support



Anna Clemesha
Relieving Assistant Principal-
Preschool
Echidna Preschool Teacher
Monday - Tuesday

Bachelor of Education/
Early Childhood



Rebecca Armstrong
School Learning and Support
Officer - Goanna Group

Certificate III Children's
Services & Education Support
- Special Needs



Maree Guy
Goanna Preschool Teacher
Thursday - Friday

Bachelor of Education/
Early Childhood



Michelle McMahon
School Administration
Officer

Works Wednesdays in the
Preschool Office



Tanya Collins
Teacher – Wednesdays

Bachelor of Education/
Early Childhood

Staffing & Ratios

When the teacher takes their lunch break, completes administration duties or professional learning, they are replaced by another Lismore South Public School teacher or registered relief teacher.

When the Preschool School Learning Support Officer (SLSO) takes their scheduled breaks, they are replaced by another SLSO from our school. Near the sign-on table you will find the preschool staff roster and the two educators on duty for the day.

At all times that the children attend Preschool the ratio is 1 adult to 10 children.

Regulatory Authorities

LSPS Ngulliboo Jarjums Preschool, complies with the National Quality Framework (NQF) including the National Quality Standard (NQS) and the National Regulations (Education and Care Services National Regulations). Our preschool is regulated by the Australian Children's Education and Care Quality Authority (ACECQA) as well as the state licensing department in NSW.

The National Quality Standards (NQS) sets a high benchmark for early childhood education across Australia. The NQS includes 7 quality areas that have important outcomes for all children. Services are assessed against these outcomes and given an overall rating based on their practices.

LSPS Ngulliboo Jarjums Preschool is proudly rated Exceeding National Quality Standard (E) under the National Quality Framework which sets the consistent, high-quality standard for Early Childhood education services.



Quality Improvement Program - QIP

Each year our staff and community work together to develop an action plan for continued improvement, known as the Quality Improvement Plan (QIP). We are committed to best practice in education and the continual improvement program instituted by ACECQA under the National Quality Framework, by critically reflecting on our practice and developing goals to continually improve our teaching and learning.

Our QIP records our self-assessment and identifies areas within our preschool, we are working on improving. The QIP is displayed in the preschool foyer.

RATED

EXCEEDING

NATIONAL QUALITY STANDARD



Enrolment

An enrolment form is available from the Lismore South Public School office. The following documentation will be needed before the application can be accepted:

- Proof of age (birth certificate or passport)
- Record of immunisation (this is the print out from myGov website)
- Proof of address
- Health Care Card or pension card (if applicable)
- Additional Needs Forms and Health Care plans (if applicable)
- Any relevant court orders

Operating Hours

Preschool operates Monday to Friday from 9:00am to 3:00pm, in conjunction with NSW public school terms. Preschool is closed on public holidays and during the NSW school holiday periods.

We offer a five-day fortnight program. Children are expected to attend preschool on their designated two days. Attendance on Wednesdays is not compulsory, however places are available for all children. It is expected you notify educators upon enrolment if you wish your child to attend the optional Wednesdays.

Echidna Group: Monday/Tuesday and every second Wednesday

Goanna Group: Thursday/Friday and every second Wednesday

Arrival & Departures

Entry to preschool is gained through the main gate on Wilson St. Turn immediately to the left and follow the path up the ramp to the preschool gate. The gate will be opened by staff at 9:00am. If you arrive before 9:00am there is a shaded seated waiting area just before the ramp you are welcome to use.

Parents/carers need to sign the daily attendance record, writing the time of arrival and departure each day. Children need to be brought to and collected from preschool by a parent or a nominated adult. Children cannot be delivered or collected by a primary school age student. Emergency situations and any changes to the usual routine must be discussed with preschool staff.

Children will not be allowed to leave the school grounds with an adult, friend or relative unless a specific written request from the parent has been given. When parents are separated, but custody of the child has not been legally decided, parents are asked to only act with the consent or approval of the other parent.

Preschool Fees

The NSW Department of Education has committed to delivering fee-free preschool in department preschools in 2024. Fees are not charged for preschool enrolment, attendance or waiting list applications in department preschools. This means families will not be charged any fees to send their child to a department preschool in 2024.

Settling In

We recommend parents spend some time on arrival and stay for a short time to help your child settle in to preschool. When you are ready to go, say your goodbyes to your child and let them know when you will return. Please ensure an educator is available to offer some extra support. We understand that some children get upset at first when their parent/carer leaves. This is usually dependent on age and past experiences. Be reassured that children do settle quickly and educators are always ready to comfort your child. Feel free to ring the preschool to check on your child's progress for your own peace of mind.



Educational Program

At Lismore South Public School Ngulliboo Jarjums Preschool we value parents and carers as children's most influential educators. We embrace the opportunity to work alongside families as partners in education as we nurture the holistic growth and development of your child.

We strive to create an inclusive environment that fosters a sense of **belonging** for all. We believe it is important to develop respectful and reciprocal relationships with all children and families to ensure each child's knowledge, ideas, culture, abilities and interests are the foundation of our program.

Our program has a strong emphasis on play-based learning that provides opportunity for planned, intentional and spontaneous learning experiences. We listen to and value our children's voices and use this to inform our program.

We encourage children as **being** active participants in their play and learning. Educators carefully plan experiences and intentional teaching strategies to support and extend children's learning and development and gently guide them towards developing independence and self-help skills, social and emotional development skills, building resilience and school readiness skills.

Educators are responsive to children's 'wonders' as they learn about their world and we use these as spontaneous teaching moments to expand children's knowledge and understanding as we involve them in interest driven project-based learning experiences.

We believe that as our future leaders all children have the right to high quality education that values individuals for who they are and supports them to become the best version of themselves in their own time. Childhood is not a race, but the journey to **becoming** oneself. We hope to be a positive light in the lives of all our families and children and look forward to embarking on this learning journey together.



At preschool your child will have the opportunity to engage in:

- Creative Arts
- Dramatic Play
- Fine Motor activities
- Gross Motor activities
- Music and Movement
- Environmental Education
- Language and Literacy
- Mathematics
- Science
- Construction
- Technology and Communication
- Wellbeing activities

Our weekly program is on display for families to view and we welcome feedback and suggestions to ensure our program reflects your child's current interests and family values. We utilise several key governing bodies to support our curriculum and program design consisting of the Early Years Learning Framework (EYLF), and the National Quality Framework including the National Quality Standards. More information regarding the program can be obtained from educators on request.

Project Based Learning

When commencing a learning project, educators question children about what they already know and what they wonder, or would like to learn about to help structure planned experiences. Project based learning may evolve from children's interests, family involvement, our community or be educator initiated. As projects progress, documentation about the project is displayed for children, families and staff. This includes images, paintings, teachers and children's planning maps, recounts of events and teacher's analysis of learning. Families are encouraged to read and contribute to our learning projects.

Learning Goals

Together we will work with your family to create individual goals for your child. Goals will be based on the outcomes in the Early Years Learning Framework which includes:

- Mutual respect and empathy
- Concern and responsibility for self and others
- A sense of self worth
- Social awareness
- Importance of sustainability
- Self-discipline
- Habits of initiative and persistence
- Creative intelligence and imagination
- Self-confidence as an independent learner
- A love of learning



Learning Journals

Through the collection of observations, photos and work samples throughout the year, we build a complete picture of every child's development. We encourage families to take opportunities with their child to view the learning journals regularly. Your child's learning journal is kept in the preschool room for viewing and will be given to the family at the end of the year as a record of their child's year at preschool. StoryPark is the online platform used for the creation of individual learning stories for families to view their child's preschool journey.

Transition to School

One of the big advantages of attending a Department of Education Preschool is our comprehensive year-long transition program on offer. Our transition to school begins from the moment your child starts preschool. Through participating in the program and whole school activities, children will develop their confidence and independence to be ready for starting 'big' school.

Preschool participates in special whole school events and celebrations such as the Easter Hat and Book Week parades, ANZAC Day, NAIDOC Week activities, visits to the school library and performing arts shows. In addition, a teacher from the school joins in preschool activities for half an hour every day.

During Semester 2, our preschool groups engage in the Kindergarten Transition program to ensure a smooth entry to school. These combined opportunities help familiarise children with the school environment, staff and students in readiness for starting school.

What to Wear?

Preschool children need to wear appropriate sun safe clothing, that is comfortable and allows free movement. T-shirts and dresses must have sleeves that cover the shoulders. We encourage the children to wear our red preschool t-shirt, which is available for purchase from the school office. All children require a broad brimmed hat for preschool.

For safety, children are required to wear shoes that are well fitting and supportive for running and climbing. No thongs or slip-on shoes please. Velcro shoes are preferred over laces as they are easier for your child to put on and take off independently.

Sun Safety



Parents/caregivers are required to apply sunscreen to their child of a morning, either at home or when you arrive. Sunscreen is also provided at the sign-in table.

All children need to wear a broad-brimmed hat for outside play, even when the weather is overcast. School hats are available for purchase from the school office.

We are a proud Cancer Council Sun Smart Preschool, implementing the Cancer Council's Sun Safe policy to ensure we keep our children safe.

Food & Nutrition

We recognise and promote the importance of healthy eating for children. We believe good nutrition is vital for children to support active growth and development and to provide the energy children need to power through their day.

For your child's day at preschool, we ask you to pack three meals.

These include:

- Fruit/vegetable break: Please ensure that your child has a piece of fresh fruit and/or vegetables cut and ready to eat.
- Lunch: Please ensure you pack a substantial meal for your child's lunch, for example a sandwich and yoghurt or piece of fruit is a good place to start.
- Afternoon tea: Please provide a healthy snack eg. Yoghurt with a spoon, cheese, unsalted popcorn, rice crackers, carrot/celery sticks.
- Please provide your child with a water bottle containing water.

Please note, food needs to be packed in safe containers and should encourage children to open items independently. No glass/tins can be used at preschool as they are a safety risk. No food can be reheated due to health regulations. We ask that you do not send items such as lollies, chocolates, chips, muesli/fruit bars, cordial, poppers or fizzy drinks. These are sometimes treats to have at home.



Pack your child a **HEALTHY LUNCH BOX**

Choose a variety of foods from each food group



Fruit					
+					
Vegetables					
+					
Dairy					
+					
Wholegrains					
+					
Lean meat & alternatives					
=	A Healthy Lunch Box				

HEALTHY lunchbox snacks



Swap snacks that are high in fat, sugar, salt and low in fibre for quick and easy healthy snacks!

HEALTHY SNACK IDEAS: ✓

- ✓ Pikelets
- ✓ Fruit bread
- ✓ Plain rice cakes
- ✓ Air-popped popcorn
- ✓ Wholegrain crackers
- ✓ Reduced fat yoghurt
- ✓ Reduced fat cheese
- ✓ Vegetable sticks eg celery, carrot, capsicum
- ✓ Cherry tomatoes
- ✓ Corn cob
- ✓ Cucumber
- ✓ Fruit (whole or sliced) eg grapes, orange segments, kiwi fruit, mango slices, pear, apple, banana



✗ SNACKS BEST LEFT OUT OF THE LUNCHBOX:

- ✗ Muffins and cakes
- ✗ Sweet biscuits
- ✗ Savoury biscuits
- ✗ Muesli bars
- ✗ Sweet rice bars
- ✗ Fruit straps
- ✗ Chocolate
- ✗ Lollies
- ✗ Potato chips
- ✗ Corn chips
- ✗ Processed cheese & biscuits
- ✗ Soft drink
- ✗ Flavoured milk
- ✗ Fruit drinks



swap!



Birthdays

Birthdays at preschool are a special way to celebrate each individual child. We ask that cakes be store bought and single serve only or alternatively you may like to provide single wrapped iceblocks.

Rest time

We have designated rest areas if your child requires time throughout the day to rest. If a rest is not required, quiet activities will be provided to ensure children's wellbeing is supported. Your child's need for sleep/rest will be discussed at your Meet and Greet appointment. Please provide a sleep set consisting of a small sheet, blanket and pillow.

Keeping Us Informed

If your child is absent from preschool due to illness, leave or an emergency, an explanation for their absence should be given by phoning the school office or in writing/Class Dojo to the preschool teacher.

Please inform preschool staff if there are also any changes to any of the following:

- Medical needs
- Custody access
- Immunisation status
- Personal information and contact details (home address and telephone numbers)
- Pick up arrangements
- If your child won't be attending preschool on one of their designated days.

Communication

Storypark – Educators will share learning stories and photos through the app, recording your child's most precious moments.

Newsletters - The preschool newsletter is included as part of the school's weekly electronic newsletter, providing you with information about what is happening weekly within the school and preschool. The newsletter is distributed via the school website www.lismoresth-p.schools.nsw.gov.au and also on the Sentral Parent Portal app.

Book Club - Throughout the year, children will receive the school's Scholastic Book Club order forms. Reading to your children is an important part of developing a love of learning through shared family experiences. If you wish to purchase from Book Club, orders are made online via Scholastic.

Sick Children

Children cannot attend preschool with an elevated temperature, as this is an indicator that your child is fighting an infection. The most effective means of minimising cross infection and supporting your child to get better is for them to be at home resting. If your child becomes unwell while at preschool, parents will be contacted and asked to collect or arrange for their nominated emergency contact to pick them up.

Medication

If your child requires administration of medication whilst at preschool, it is your responsibility to see staff when you sign your child in for the day. You will be required to inform the staff of the prescribed medication and sign a Medication Record form each day that medication is required.

Prescribed medications must be supplied in the medication's original container clearly stating prescribing doctor, child's name, name of medication, expiry date, the dose and time of administration. This is needed for asthma puffers as well. Medications must be handed directly to an educator which will be kept in a secure place at the preschool. Medication should never be left in a child's bag.

Health Conditions

Children with asthma, anaphylaxis, diabetes, epilepsy or other medical conditions requiring support, must have an Individual Health Care Plan (based on information provided by a doctor and parents), before they can start. This is to ensure that staff can take the necessary actions to support your child at preschool. An Action Plan for Asthma, Allergy and Anaphylaxis must be completed by a doctor. It is the parent/carers responsibility to keep Action Plans and medication up to date.

Asthma

Parents need to provide prescribed medication (puffer) and spacer for use when needed. The puffer must have the prescription label attached with the child's name. Asthma medication will be administered by school staff in accordance with your child's Individual Asthma Plan.

Anaphylaxis

Parents need to provide an EpiPen to be left at school for use when needed. It must have the prescription label attached with the child's name. Treatment will be administered by school staff in accordance with your child's Individual Anaphylaxis Plan. All staff are trained in the identification and management of anaphylaxis and the correct way to administer an EpiPen.

Infectious Diseases

If your child has an infectious disease, they may need to be excluded from attending preschool for a predetermined time. They must have medical clearance from a doctor before returning to preschool. If another family member has an infectious disease, we encourage you to inform the teacher, as this can help reduce the risk of spreading the infection to others. Parents will be informed of any outbreak of an infectious disease and staff can assist in providing appropriate information if required. Infectious diseases fact sheets are available from <http://www.health.nsw.gov.au>

Immunisation

It is the parent/carers responsibility to ensure their child's immunisation is up to date. An Immunisation History Statement is required before children can attend preschool. Children who are unvaccinated due to their parent's conscientious objection can no longer be enrolled.

The Public Health Act 2010 prevents NSW child care centres and preschools from enrolling children unless approved documentation is provided that indicates that the child:

- is fully immunised for their age
- has a medical reason not to be vaccinated
- is on a recognised catch up schedule

The relevant vaccinations are those under the National Immunisation Program (NIP), which covers the vaccines usually administered before age five. These vaccinations must be recorded on the Australian Childhood Immunisation Register (ACIR). Immunisation History Statements are automatically sent to you by Medicare once your child has completed their 4 year old vaccinations.

You can also obtain one at any time by

- using your Medicare online account www.my.gov.au
- using the Medicare Express Plus App on a smart device
- calling the AIR General Enquiries Line on 1800 653 809

First Aid

Minor accidents will be dealt with by staff in a manner appropriate to the injury and an accident report will be completed. You will be required to read and sign the accident report when you collect your child. In the event of an emergency or a serious accident happening to your child whilst at preschool, you will be contacted immediately. If every effort to contact you fails, emergency contacts will be called.

Emergency Drills

Emergency drills are practised every 12 weeks, including the evacuation and lock down procedures. This ensures that children are aware of correct safety procedures. These drills are carried out in a well-organised and orderly manner. An emergency evacuation plan is displayed in the preschool. It is vital that all contact details are kept regularly updated in case of an emergency.

Safety Checks

Preschool staff do daily indoor and outdoor safety checks for hazards before children arrive each day. If you notice anything which you are concerned about, please let one of the staff know immediately. Health and safety issues are reported directly to the school's Work, Health and Safety (WHS) Committee.

Preschool Community Hub

The Preschool Community Hub consists of our preschool educators and interested family members. The aim of the committee is to reflect on current preschool practice gaining family members thoughts, ideas and opinions on relevant topics through an informal meet. The Hub meets once a term and dates are advised in the school newsletter.

Feedback is also sought from families through the Class Dojo app and the Feedback Box located in the preschool foyer. We value parents/carers input to regularly review our localised procedures.

Child Protection

Staff at Lismore South Public School Ngulliboo Jarjums Preschool are mandatory reporters, having a duty of care and a responsibility to ensure all children have a safe environment. We are committed to the NSW Government goal of 'Childstory' in that all children in NSW are healthy, happy and safe, and grow up belonging in families and communities where they have opportunities to reach their full potential. All children have the right to be safe and receive loving care and support.

Complaints Process

Should you have any concerns, it is best to discuss your concern with your child's preschool teacher first. This can be done by making an appropriate time to talk with them. Where possible less serious complaints will be resolved informally. If you remain dissatisfied with the result you may contact the school and make an appointment to see the Principal. You may bring a friend or relative for support. If you need an interpreter, it can be arranged if your request is made prior to the meeting. You can request to view the Complaint Handling Policy and Guidelines at the preschool or visit the Department of Education website for further details.

Parent Responsibility

To help ensure the preschool is a safe place, we ask you to follow these safety procedures:

- Always sign your child in and out every day.
- Always inform staff if a person other than yourself will be collecting your child.
- DO NOT leave medication or any other dangerous substances in children's bags (e.g. puffers)
- Always supervise other siblings or children in your care when visiting the preschool.
- We recommend that you hold your child's hand when walking to and from preschool.

What to Pack

Here is a checklist you can use to ensure your child is ready for their first day at preschool. Please clearly label all of your child's belongings.

- ☐ Back pack
- ☐ Lunch box
- ☐ Water bottle
- ☐ Fruit and vegetable break (cut up)
- ☐ Healthy lunch and recess in a lunchbox
- ☐ Broad brimmed hat
- ☐ Comfort toy (if required)
- ☐ Change of clothes
- ☐ Small pillow and sheet/blanket

Parent Checklist

- ☐ Download Sentral Parent Portal app on your phone (free)
- ☐ Download Storypark for Families app on your phone (free)



Sign up for Sentral Parent Portal



On your mobile phone download the Sentral for Parents app and select Lismore South Public School. Enter the access key code we will provide you with.

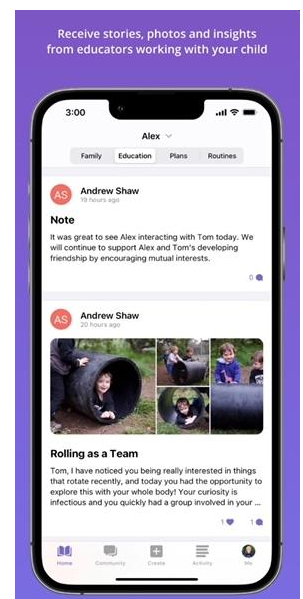
Switch on the notifications to ensure you receive all announcements, alerts and our weekly school newsletter. You can also inform the school of any absences by using the app.

Sign up for Storypark for Families

On your mobile phone download the Storypark for Families app.

Follow instructions to sign up for a Storypark account by clicking on the link sent by your child's educator.

Create a Storypark account and follow the prompts.



REVISED NATIONAL QUALITY STANDARD from 1 Feb 2018

Concept		Descriptor
QA1		Educational program and practice
1.1	Program	The educational program enhances each child's learning and development.
1.1.1	Approved learning framework	Curriculum decision making contributes to each child's learning and development outcomes in relation to their identity, connection with community, wellbeing, confidence as learners and effectiveness as communicators.
1.1.2	Child-centred	Each child's current knowledge, strengths, ideas, culture, abilities and interests are the foundation of the program.
1.1.3	Program learning opportunities	All aspects of the program, including routines, are organised in ways that maximise opportunities for each child's learning.
1.2	Practice	Educators facilitate and extend each child's learning and development.
1.2.1	Intentional teaching	Educators are deliberate, purposeful, and thoughtful in their decisions and actions.
1.2.2	Responsive teaching and scaffolding	Educators respond to children's ideas and play and extend children's learning through open-ended questions, interactions and feedback.
1.2.3	Child directed learning	Each child's agency is promoted, enabling them to make choices and decisions that influence events and their world.
1.3	Assessment and planning	Educators and co-ordinators take a planned and reflective approach to implementing the program for each child.
1.3.1	Assessment and planning cycle	Each child's learning and development is assessed or evaluated as part of an ongoing cycle of observation, analysing learning, documentation, planning, implementation and reflection.
1.3.2	Critical reflection	Critical reflection on children's learning and development, both as individuals and in groups, drives program planning and implementation.
1.3.3	Information for families	Families are informed about the program and their child's progress.
QA2		Children's health and safety
2.1	Health	Each child's health and physical activity is supported and promoted.
2.1.1	Wellbeing and comfort	Each child's wellbeing and comfort is provided for, including appropriate opportunities to meet each child's need for sleep, rest and relaxation.
2.1.2	Health practices and procedures	Effective illness and injury management and hygiene practices are promoted and implemented.
2.1.3	Healthy lifestyle	Healthy eating and physical activity are promoted and appropriate for each child.
2.2	Safety	Each child is protected.
2.2.1	Supervision	At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard.
2.2.2	Incident and emergency management	Plans to effectively manage incidents and emergencies are developed in consultation with relevant authorities, practised and implemented.
2.2.3	Child protection	Management, educators and staff are aware of their roles and responsibilities to identify and respond to every child at risk of abuse or neglect.
QA3		Physical environment
3.1	Design	The design of the facilities is appropriate for the operation of a service.
3.1.1	Fit for purpose	Outdoor and indoor spaces, buildings, fixtures and fittings are suitable for their purpose, including supporting the access of every child.
3.1.2	Upkeep	Premises, furniture and equipment are safe, clean and well maintained.
3.2	Use	The service environment is inclusive, promotes competence and supports exploration and play-based learning.
3.2.1	Inclusive environment	Outdoor and indoor spaces are organised and adapted to support every child's participation and to engage every child in quality experiences in both built and natural environments.
3.2.2	Resources support play-based learning	Resources, materials and equipment allow for multiple uses, are sufficient in number, and enable every child to engage in play-based learning.
3.2.3	Environmentally responsible	The service cares for the environment and supports children to become environmentally responsible.

Concept		Descriptor
QA4		Staffing arrangements
4.1	Staffing arrangements	Staffing arrangements enhance children's learning and development.
4.1.1	Organisation of educators	The organisation of educators across the service supports children's learning and development.
4.1.2	Continuity of staff	Every effort is made for children to experience continuity of educators at the service.
4.2	Professionalism	Management, educators and staff are collaborative, respectful and ethical.
4.2.1	Professional collaboration	Management, educators and staff work with mutual respect and collaboratively, and challenge and learn from each other, recognising each other's strengths and skills.
4.2.2	Professional standards	Professional standards guide practice, interactions and relationships.
QA5		Relationships with children
5.1	Relationships between educators and children	Respectful and equitable relationships are maintained with each child.
5.1.1	Positive educator to child interactions	Responsive and meaningful interactions build trusting relationships which engage and support each child to feel secure, confident and included.
5.1.2	Dignity and rights of the child	The dignity and rights of every child are maintained.
5.2	Relationships between children	Each child is supported to build and maintain sensitive and responsive relationships.
5.2.1	Collaborative learning	Children are supported to collaborate, learn from and help each other.
5.2.2	Self-regulation	Each child is supported to regulate their own behaviour, respond appropriately to the behaviour of others and communicate effectively to resolve conflicts.
QA6		Collaborative partnerships with families and communities
6.1	Supportive relationships with families	Respectful relationships with families are developed and maintained and families are supported in their parenting role.
6.1.1	Engagement with the service	Families are supported from enrolment to be involved in the service and contribute to service decisions.
6.1.2	Parent views are respected	The expertise, culture, values and beliefs of families are respected and families share in decision-making about their child's learning and wellbeing.
6.1.3	Families are supported	Current information is available to families about the service and relevant community services and resources to support parenting and family wellbeing.
6.2	Collaborative partnerships	Collaborative partnerships enhance children's inclusion, learning and wellbeing.
6.2.1	Transitions	Continuity of learning and transitions for each child are supported by sharing information and clarifying responsibilities.
6.2.2	Access and participation	Effective partnerships support children's access, inclusion and participation in the program.
6.2.3	Community engagement	The service builds relationships and engages with its community.
QA7		Governance and Leadership
7.1	Governance	Governance supports the operation of a quality service.
7.1.1	Service philosophy and purpose	A statement of philosophy guides all aspects of the service's operations.
7.1.2	Management systems	Systems are in place to manage risk and enable the effective management and operation of a quality service.
7.1.3	Roles and responsibilities	Roles and responsibilities are clearly defined, and understood, and support effective decision-making and operation of the service.
7.2	Leadership	Effective leadership builds and promotes a positive organisational culture and professional learning community.
7.2.1	Continuous improvement	There is an effective self-assessment and quality improvement process in place.
7.2.2	Educational leadership	The educational leader is supported and leads the development and implementation of the educational program and assessment and planning cycle.
7.2.3	Development of professionals	Educators, co-ordinators and staff members' performance is regularly evaluated and individual plans are in place to support learning and development.

Lismore South Public School Ngulliboo Jarjums Preschool
Term 1 2025



	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1					Staff Development Day 31/1/25
Week 2	Staff Development Day 3/2/25	Staff Development Day 4/2/25	Staff Development Day 5/2/25	6/2/25	7/2/25
Week 3	10/2/25	11/2/25	Buninj	13/2/25	14/2/25
Week 4	17/2/25	18/2/25	Ngumahl	20/2/25	21/2/25
Week 5	24/2/25	25/2/25	Buninj	27/2/25	28/2/25
Week 6	3/3/25	4/3/25	Ngumahl	6/3/25	7/3/25
Week 7	10/3/25	11/3/25	Buninj	13/3/25	14/3/25
Week 8	17/3/25	18/3/25	Ngumahl	20/3/25	21/3/25
Week 9	24/3/25	25/3/25	Buninj	27/3/25	28/3/25
Week 10	31/3/25	1/4/25	Ngumahl	3/4/25	4/4/25
Week 11	7/4/25	8/4/25	Buninj	10/4/25	11/4/25



Buninj Group



Ngumahl Group

Lismore South Public School Ngulliboo Jarjums Preschool
Term 2 2025



	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1	Staff Development Day 28/4/25	Staff Development Day 29/4/25	Buninj	1/5/25	2/5/25
Week 2	5/5/25	6/5/25	Ngumahl	8/5/25	9/5/25
Week 3	12/5/25	13/5/25	Buninj	15/5/25	16/5/25
Week 4	19/5/25	20/5/25	Ngumahl	22/5/25	23/5/25
Week 5	26/5/25	27/5/25	Buninj	29/5/25	30/5/25
Week 6	2/6/25	3/6/25	Ngumahl	5/6/25	6/6/25
Week 7	King's Birthday Public Holiday	10/6/25	Buninj	12/6/25	13/6/25
Week 8	16/6/25	17/6/25	Ngumahl	19/6/25	20/6/25
Week 9	23/6/25	24/6/25	Buninj	26/6/25	27/6/25
Week 10	30/6/25	1/7/25	Ngumahl	4/7/25	4/7/25

Lismore South Public School Ngulliboo Jarjums Preschool
Term 3 2025



	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1	Staff Development Day 21/7/25	22/7/25	Buninj	24/7/25	25/7/25
Week 2	28/7/25	29/7/25	Ngumahl	31/7/25	1/8/25
Week 3	4/8/25	5/8/25	Buninj	7/8/25	8/8/25
Week 4	11/8/25	12/8/25	Ngumahl	14/8/25	15/8/25
Week 5	18/8/25	19/8/25	Buninj	21/8/25	22/8/25
Week 6	25/8/25	26/8/25	Ngumahl	28/8/25	29/8/25
Week 7	1/9/25	2/9/25	Buninj	4/9/25	5/9/25
Week 8	8/9/25	9/9/25	Ngumahl	11/9/25	12/9/25
Week 9	15/9/25	16/9/25	Buninj	18/9/25	19/9/25
Week 10	22/9/25	23/9/25	Ngumahl	25/9/25	26/9/25



Buninj Group



Ngumahl Group

Lismore South Public School Ngulliboo Jarjums Preschool
Term 4 2025



	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1	Staff Development Day 13/10/25	14/10/25	Buninj	16/10/25	17/10/25
Week 2	20/10/25	21/10/25	Ngumahl	23/10/25	24/10/25
Week 3	27/10/25	28/10/25	Buninj	30/10/25	31/10/25
Week 4	3/11/25	4/11/25	Ngumahl	6/11/25	7/11/25
Week 5	10/11/25	11/11/25	Buninj	13/11/25	14/11/25
Week 6	17/11/25	18/11/25	Ngumahl	20/11/22	21/11/25
Week 7	24/11/25	25/11/25	Buninj	27/11/25	28/11/25
Week 8	1/12/25	2/12/25	Ngumahl	4/12/25	5/12/25
Week 9	8/12/25	9/12/25	Buninj	11/12/25	12/12/25
Week 10	15/12/25	16/12/25	Ngumahl	18/12/25	19/12/25

My Notes

[illegible]