1. General information

- Preschool Director: Sally Sorrell
- Postal address: 27a Highgate St. Highgate 5063
- Location address: 27a Highgate St, Highgate, 5063
- DECD Region: Eastern Adelaide Region
- Partnership of Greenhill Road South
- Geographical location – road distance from GPO (km): 5km
- Telephone number: 8271 6343
- Fax number: 8373 5734
- Preschool website address: www.ladygeorkgn.sa.edu.au/
- Preschool e-mail address: the.ladygeorge810@schools.sa.edu.au
• Enrolment/Attendance
The centre has a capacity of 30 children each session.
Total site capacity is 60.
A number of the children attending share their pre school time with other early childhood services in the area.

• Co-located/stand alone: Stand alone centre. The site is a short walk from the Highgate Primary school and almost opposite the St Johns’ Lutheran School which has an Early Learning Centre attached.

• Programs operating at the preschool
   Sessional Kindergarten for eligible children
   Bilingual Support
   Preschool Support for eligible children

Sessional Kindergarten – eligible children can access either the Bluegum or Wattle group

**BLUEGUM SESSIONS**  Monday and Tuesday  8:15 – 3:45

**WATTLE SESSIONS**  Wednesday and Thursday  8:15 – 3:45

**FEES** are set by the Governing Council and are reviewed annually. Currently fees are $200 / term.
Parents have an option of paying using Direct Debit, cheque or cash.
All money is receipted by the Banking Treasurer.
2. **Key Centre Policies**

- The Core business of The Lady George Kindergarten is to plan and provide high quality learning experiences for children in their preschool year. This is supported by quality teaching and by working in partnership with families to meet the needs of each child.
- A number of policies have been developed and are available for public view in the centre including
  - Safety and Evacuation Plans
  - Behaviour Code
  - Skin Protection
  - Health Policy
  - Child Protection
  - Healthy Eating Guidelines
  - Grievance Procedures
  - Toiletting Policy

These and a number of other policies are able to be viewed on our website.

3. **Curriculum**

- Framework used:
  - Our program is based on the the Early Years Learning Framework - Belonging, Being and Becoming.

Specific curriculum approaches
- Curriculum is play based
- We have an emphasis on Inquiry Based Learning.
- Joint programmes/special curriculum projects

4. **Centre Based Staff**

- Staff Profile: The centre is staffed by a full time Director, two 0.5 teachers who work 2.5 days / week and a 0.5 Early Childhood Worker (ECW1) who we generally increase time for dependent on enrolment numbers.
- Universal Access funding is used to employ a 0.4 teacher who works Monday and Thursday, and .1 ECW extra time.
• We also have Pre school and Bilingual support as needed

• Performance Management Program
   All staff engage in regular performance development processes.

• Access to special support staff is available to families in line with DECD guidelines

5. Centre Facilities

• Buildings and grounds
   The kindergarten building is a low ceiling open plan building on a suburban block in Highgate. The centre is of average size and has a capacity of 30 children. The newly renovated bathroom has 2 children’s and one adult toilet. The small adjoining area is used for children’s lockers. A large verandah with blinds extends the play area. The building is air conditioned and heated and uses environmentally friendly lighting. The outdoor play area is shaded by 3 large oak trees, has a dedicated gross motor / climbing area with rubber sponge safety fall material and includes set climbing equipment and a large platform area. The large sand pit area is covered by a solid pergola for all weather use and includes a ‘cubby’ area, bridge, water play, trickling creek fed from a rainwater tank and is surrounded by plants. Vegetable garden beds and general garden areas are also incorporated in the grounds.
   New playground re development is expected to be completed in Term 1 this year and will incorporate new equipment, sensory areas and climbing structures.

• Capacity (per session)
   Centre capacity is set at 30 children / session as per DECD regulations.
   Staffing regulations of 1:11 mean Monday / Tuesday group is staffed for capacity of 30 and Wednesday / Thursday group is staffed for 22 children

• Centre Ownership
   The Centre is owned by DECD and is on Unley Council land

• Access for children and staff with disabilities
   Wheelchair access
6. **Local Community** (intended for country preschools)

- **General characteristics:**
  
The cultural context of the centre includes families from a wide range of cultural backgrounds. The majority of parents are in professional employment with a high proportion of both parents in the workforce.

- **Schools to which children generally transfer from this preschool**
  
The majority of children access the Highgate Junior Primary school and St Johns’ Lutheran School. Both schools are in very close proximity to the centre. The Highgate Primary school is zoned and a number of families attending the centre place their children on the school waiting list. Children also attend a number of other local schools including Glen Osmond and Unley Primary schools, Sunrise Christian school, Mercedes College, Walford and PAC.

A number of children share time with St Johns’ Early Learning Centre, Cedars Montessorii, Hyde Park Nursery School and other local child care services.

- **Other local care and educational facilities,**
  
  - **Local Government**
    
    Unley Council

7. **Further Comments**

- **Partnership arrangements with other groups**
  
  Links with the Early Learning team at Highgate school are maintained with a strong Transition Program in place. Early Years staff from both sites work closely together in planned transition programs and shared pedagogy

  - **Partnership of Greenhill South Leaders meet twice each term**
  
  - **District professional groups are maintained with local pre schools – There is a strong Directors group which meets twice each term and work closely together.**
  
  - **Teachers group meets termly for planned PD**