



FAMILY HANDBOOK 2022

Glass Street Kindergarten

16 Glass Street, East Kew VIC 3102

Telephone: 9859 6049

Welcome to Glass Street Kindergarten

Glass Street Kindergarten is a community-based kindergarten located in the leafy streets of Kew East. We offer a rich and engaging pre-school education program.

Our educators are dedicated to creating a learning environment that fosters a strong sense of community, actively promoting and encouraging parental contribution and involvement while building strong community partnerships.

Please take the time to read this handbook and keep it close by to refer to throughout the year as it may answer any questions that you may have.

Our Philosophy

Glass Street Kindergarten originated in the 1950s in the nearby Scout Hall. The current premises grew from the strength of community spirit. Local people banded together to raise funds that would allow for the construction of a new building for the families of Kew East. In 1956 on our existing site, Glass Street Kindergarten was officially opened. Today, the large European and native trees, provide a beautiful canopy of shade, colour, and beauty for the children at our kindergarten. We take pride in our outdoor space and the endless learning opportunities it provides the children.

Our Vision

A space where all children, families and educators belong.

Our Mission

Glass Street Kindergarten is committed to providing a nurturing, inspiring and inclusive learning environment for all members of our community. We celebrate and value the history and the stories of the past, present and future generations.

We Believe

At Glass Street Kindergarten, we believe all children are capable and competent. We aim to provide an inclusive approach where each child's voice is listened to and respected. We are committed to providing a happy, safe, and welcoming learning community for our children.

We believe play-based learning is essential for children because it contributes to their overall development and wellbeing. Our educators are responsive to children's ideas, provide an open-ended environment and scaffold learning to support children's education.

Family centred practice is core to what we do. We endeavour to form inclusive and trusting partnerships with our families. Inclusion of different cultures and diverse communities is highly regarded and valued. We recognise our long history of local community contribution as integral to the life of our kindergarten. We highly value and respect our community of families of the past, present and future as well as paying our respects to the Traditional Owners of the Land.

Our educators are committed to best practice and strive for continuous improvement. We believe reflecting on all aspects of our teaching, leads to developing joyful and better educational outcomes for our children.

Our Children's Voices

"My favourite thing to do at kinder is look at the sun"

"I like the flowers at kinder. They make me happy"

"I like to go for walks at kinder around the garden. I like to play with my friends"

"I like the monkey bars the best. I can swing upside down like a monkey!"

Kindergarten Management

Glass Street Kindergarten is an incorporated body administered by a Committee of Management. The Committee is elected at the Annual General Meeting and consists of parents of children attending the kindergarten. The Committee meets once a month in the evening. Non-committee members are welcome to attend meetings to discuss any issues they may have regarding the running of the kindergarten.

The Committee of Management comprises of the following members:

- President
- Vice President
- Secretary
- Treasurer
- Social Officer
- Maintenance Officer
- Social Media Officer
- General Officer

The Committee is responsible for all aspects of the management of the kindergarten including:

- employment of staff
- setting fee levels
- purchasing and maintaining equipment, building and grounds
- payment of outgoing costs, including insurance, utilities and wages
- policy development
- quality control
- ensuring adherence to the Code of Conduct

Timetable

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
4 YEAR OLDS 8.30am – 3pm	4 YEAR OLDS 8.30am – 3pm	3 YEAR OLDS 9.30am – 2.30pm	4 YEAR OLDS 8.30am – 3pm	3 YEAR OLDS 9.30am – 2.30pm
		GUMNUTS		GUMNUTS
BLUEBELL	BLUEBELL		BLUEBELL	

Program

Our program is a child-centred, emergent play-based program which reflects the ideas, interests and developmental stages of the children. We provide a range of intentional and open-ended learning experiences that are both challenging, developmentally appropriate, and also aim to meet the needs of individual children and their learning styles.

The Early Years Learning Framework (EYLF) for Australia and the Victorian Early Years Learning and Development Framework (VEYLDF) guides the teaching and learning at Glass Street Kindergarten.

This framework provides a set of broad learning outcomes that have a specific emphasis on play-based learning and recognises the importance of communication and language and social and emotional development.

The frameworks also convey the highest expectations for all children's learning and it communicates these through the following five learning outcomes:

- children have a strong sense of identity
- children are connected with and contribute to their world
- children have a strong sense of wellbeing
- children are confident and involved learners
- children are effective communicators.

Some aspects of each outcome have been outlined for you below.

Outcome 1: Children have a strong sense of identity

This is evident when children:

- sense and respond to a feeling of belonging
- openly express their feelings and ideas in their interactions with others
- initiate and join in play
- are open to new challenges and discoveries
- increasingly cooperate and work collaboratively with others
- celebrate and share their contributions and achievements with others
- show interest in other children and being part of a group
- reflect on their actions and consider consequences for others
- celebrate and share their contributions and achievements with others
- show interest in other children and being part of a group
- reflect on their actions and consider consequences for others

Outcome 2: Children are connected with and contribute to their world

This is evident when children:

- understand different ways of contributing through play and projects
- cooperate with others and negotiate roles and relationships in play episodes and group experiences
- listen to others' ideas and respect different ways of being and doing
- begin to think critically about fair and unfair behaviour
- participate with others to solve problems and contribute to group outcomes

Outcome 3: Children have a strong sense of wellbeing

This is evident when children:

- assert their capabilities and independence while demonstrating increasing awareness of the needs and rights of others
- share humour, happiness and satisfaction
- make choices, accept challenges, take considered risks, manage change and cope with frustrations and the unexpected
- combine gross and fine motor movement and balance to achieve increasingly complex patterns of activity including, dance, creative movement and drama
- show increasing independence and competence in personal hygiene, care and safety for themselves and other

Outcome 4: Children are confident and involved learners

This is evident when children:

- are curious and enthusiastic participants in their learning
- follow and extend their own interests with enthusiasm, energy and concentration
- initiate and contribute to play experiences emerging from their own ideas
- use reflective thinking to consider why things happen and what can be learnt
- try out strategies that were effective to solve problems in one situation in a new context
- transfer knowledge from one setting to another
- experience the benefits and pleasures of shared learning exploration

Outcome 5: Children are effective communicators

This is evident when children:

- respond verbally and non-verbally to what they see, hear, touch, feel and taste
- contribute their ideas and experiences in play, and small and large group discussions
- interact with others to explore ideas and concepts, clarify and challenge thinking, negotiate and share new understandings
- sing chant rhymes, jingles and songs
- share the stories and symbols of their own culture and re-enact well-known stories

Learning Spaces and Environment

At Glass Street Kindergarten, we highly value the importance of the learning spaces and environment. We believe that for optimal learning children need to feel happy, safe and secure in their environment. We role model positive interactions which enable children to form secure relationships with peers and adults. This also helps in building upon children's feeling of self-worth and respect for themselves and others.

We have created an inspiring, aesthetically pleasing, engaging indoor learning environment that supports individual investigation, parallel and cooperative play and collaborative learning. The children's interests are reflected in the experiences provided and used to extend their learning in all areas.

Some ongoing/permanent learning experiences we make available in the program are:

- Fine motor and construction activities to build children's hand eye co-ordination (their ability to execute activities with the hands guided by the eye) encouraging accuracy in placement, direction and spatial awareness.
- Gross motor/physical activities and outdoor play to promote the development of children's large muscles, balance and whole body orientation, co-ordination and strength.
- Mathematical, science, sensory and puzzle experiences to encourage observation exploration, experimenting, questioning and formulating ideas as well as problem solving and discovery.
- Art and craft experiences to allow children to develop creative expression and communication, practice fine motor skills and stimulate imagination.
- We have a beautiful outdoor setting which provides ongoing opportunities to engage with and explore wildlife and the natural environment, building knowledge around community, sustainability and life cycles.

Excursions and Special Activities

Excursions, incursions and special events are planned for all children at Glass Street Kindergarten. The educators plan for excursions, incursions and special activities when it is thought to provide benefit to the program. The daily program is planned around these events and provides children to engage in learning around various topics.

Children cannot be taken on an excursion outside the kindergarten without parental authorisation. Parents are requested to complete an authorisation form as required.

Excursions require the participation of a number of parents/guardians to ensure appropriate child/adult ratios and supervisions. At the time of an excursion there will be a sign-up list for parents to complete should they wish to be involved. Each adult is responsible for the

supervision of a number of children. We really appreciate family support during these excursions.

(Please note that in 2020 and 2021 due to Covid-19 restrictions most excursions and incursions were unable proceed. For 2022, the kindergarten will resume these activities where possible)

Daily Drop-off and Pick-up Procedures

The following is a list of tasks which parents/guardians must fulfil on a daily basis:

Drop Off

- Parents are required to complete the Daily Attendance Book (sign-in book). Please sign, noting the name and time of arrival of your child. Please ensure that you sign beside the corresponding number for your child which remains the same for the duration of the year.

This book is used in case of an emergency to help account for all children present at the kindergarten

- If you or your child ride a bike or scooter to kindergarten, please park it around the side, behind the gate.

Pick-Up

- At the conclusion of the session, children are dismissed individually by name. We teach this process and ask our families to explain this to their child to reinforce the importance of the process. We do this so staff can ensure children are being picked up by authorised adults.
- Parents are required to complete the Daily Attendance Book. Please sign, noting the name and time of departure of your child.
- The teacher is unable to hand a child over to any person other than the parent unless authorisation is given. Authorisation needs to be confirmed in writing and discussed with your teacher. If the teacher/educator has not met the person authorized to collect, photo identification will be requested.
- When entering and exiting the front gate, please only allow children in your care to exit and make sure it is firmly closed behind you. If holding the gate open for others to enter the kindergarten please ensure you know them, or of them. If unsure, please call a staff member for assistance. For safety reasons, we do not want strangers on the premises.

(We will keep families informed of any changes required to drop-off and pick-up procedures as they arise)

Parking

- For the safety of all children, please drive slowly in our narrow street and follow parking signage.
- For the consideration of our neighbours, please do not park across driveways.
- Please adhere to street signs and parking restrictions outside the kindergarten entrance.
- Please do not leave children unattended in your car.

Clothing

It is the aim of the kindergarten to foster a sense of independence in our children as well as assuring their safety within the kindergarten itself. Therefore, when dressing your children for kindergarten please consider the following:

- please ensure that all clothing, including hats, coats, jumpers etc. are named.
- that your child is wearing comfortable and easy to manage clothing that enables them to be independent.
- shoes should allow freedom of movement when climbing. Please **no thongs or Crocs** as they can be dangerous. Gumboots are outdoor wear and can be left at the door.
- we encourage fun, messy play, so please be mindful of this when choosing clothes for kindergarten days.

When the UV rating is three or above (usually between the months of September to April), it is compulsory for children to wear hats and sunscreen when outdoors. In addition, we encourage the wearing of clothing with sleeves (e.g. no spaghetti string straps or tank tops).

Please include a **spare set of clothing in your child's bag** so that in the event of an accident or messy play children may be changed into something fresh and familiar.

Glass Street Kindergarten Clothing with Logo

Clothing items, including hats, with the Glass Street Kindergarten logo are available to purchase during the year through EduThreads (www.eduthreads.com.au). Please speak to our Administration Officer, Carolyn, for more information.

Snack and Lunch Time

Glass Street Kindergarten promotes a healthy and active lifestyle. We encourage children to embrace a love of fresh, healthy food, and a love of the outdoors. If your child suffers from food allergies or is sensitive to certain foods, please notify the teacher immediately.

Our kindergarten aims to minimise waste and we promote the use of reusable containers over plastic wrappers which end up in landfill. Therefore, we encourage the use of small reusable containers instead of using clingfilm.

A typical inclusions lunch box may include the following:

Snack (morning/afternoon tea) suggestions:

- Fruit, chopped (preferred)
- Vegetables, chopped (preferred)
- Sandwiches
- Pita bread with filling or dip
- Cheese
- Yoghurt
- Dry biscuits and dip/cheese
- Plain popcorn
- Pretzels
- Olives
- Nori rolls
- Dried fruit
- Fruit tubs
- Homemade cake/muffin/slice

Lunch suggestions:

- Sandwich or roll
- Wrap
- Nori rolls
- Savoury muffin
- Pita bread
- Pasta



Three-Year-Old Program

In the three-year-old program, we will enjoy morning snack time and lunch time. In this program we will be learning to differentiate between our small meal for snack time and our larger meal for lunch time. Please send two separate containers. One will have your child's snack and the other will have their lunch. Please ensure both containers are clearly labelled with your child's name and if the container is snack or lunch. You may like to talk to your child about what has been packed in their snack and lunch box. This will support learning around healthy food choices and help children to differentiate between snack and lunch. We always encourage children to start with their healthy "growing food" and to save any treats in their food containers until the end of their meal.

Please also provide a labelled bottle of water for your child to drink throughout the session

Four-Year-Old Program

In the four-year-old program, each day we will be enjoying morning tea and lunch. In this program we will be learning how to differentiate between our small meal and our larger meal at lunch time. Please send one larger style lunch box containing both your child's snack and their lunch. You may like to talk to your child about what has been packed in their lunch box, this will support learning around healthy food choices and help children to differentiate between morning tea and lunch. We always encourage children to start with their healthy "growing food" and to save any treats in their lunchbox until the end of their meal.



We recommend that the lunch box is placed in a cooler bag in warmer months.

Please also provide a labelled bottle of water for your child to drink throughout the session



We ask that you do not bring nuts or foods containing nuts to kindergarten to ensure the safety of children with allergies.

We appreciate your understanding and co-operation in keeping our kindergarten safe for everyone.



Birthdays

In order to promote inclusion and support the diverse range of family dynamics in the centre, we celebrate birthdays in the program in the same way for each child, with a special birthday routine that involves, a pretend birthday cake, a special mat time and a birthday song.

We request that invitations to parties not be handed out at kindergarten to avoid any embarrassment.

Health and Safety

For the wellbeing of all the children, please do not send a child who is unwell to kindergarten. If your child has contracted an infectious disease, please ring the teacher who will advise you how long the Children's Services Regulations specify that your child should remain away from the kindergarten. If your child is generally feeling unwell, the best place for them is at home recuperating.

If your child will be away for more than one day, please notify the teacher. This also applies to holidays.

COVID-19

If your child or someone in your household is diagnosed with COVID-19 (or is a close Tier 1 contact) please notify Glass Street Kindergarten immediately. Please adhere to all COVID-19 health and safety guidelines that are in place at the kindergarten. This may include wearing face masks when required and meeting vaccination requirements as advised by the Department of Education.

Administration of Medication

Staff are able to administer medication under specific circumstances including if:

- there is a medical management/action plan in place; and/or
- a medicine administration form has been completed and signed. Medication must carry child's name and dose required as per relevant prescription.

Injuries

In the event of a serious injury where medical attention is required, attempts will be made to contact the parent immediately. In the case of minor accidents and injuries, parents will be advised of the details at collection time.

If while at kindergarten a child is seriously injured or there is a medical emergency, the following procedure will take place:

- teacher asks educator to supervise the other children
- teacher is responsible for ensuring that the child is attended to, isolated, made comfortable and reassured
- teacher informs parents or emergency contact
- if parent or emergency contact cannot be reached and the teacher feels it is necessary, the child will be transported to the nearest doctor or hospital by ambulance
- educator then attends to the child while the teacher returns to main group of children.

Immunisations

All children enrolling at Glass Street Kindergarten must be fully immunised, unless they are eligible for the 16-week grace period under 'No Jab No Play' legislation.

Please see www.health.vic.gov.au/immunisation/factsheets/no-jab-no-play.htm for more information.

Please ensure your child's latest Immunisation History Statement is provided to the kindergarten (even if you are eligible for the 16-week grace period) and an updated copy is provided to the kindergarten every time your child is immunised.

Sunscreen and Hats

Please ensure that your child has SPF 30 (or higher) broad-spectrum, water-resistant sunscreen applied before the start of each session when the UV rating is three or above, generally between September and April. Sunscreen is provided at the beginning of each session should you require it.

Children who attend kindergarten will be supported to reapply sunscreen every two hours (as required). In the event that a child is unable to use the kindergarten supplied sunscreen, parents must provide sunscreen, clearly named with the child's name, as an alternative. This needs to be given to the teacher and left at the kindergarten.

As an ongoing commitment to our Sun Protection Policy, it is a requirement of all children attending Glass Street Kindergarten to wear a broad-brimmed hat. This is required at all times when the UV rating is three or above, generally between September and April. New hats featuring the Glass Street Kindergarten logo can be purchased from the EduThreads website.

Hats are to be named and are to remain at the kindergarten.

Enrolment

Enrolments at Glass Street Kindergarten are managed by the Boroondara Kindergarten Central Enrolment Scheme (BKCES). For further information about BKCES and their enrolment policies and practices refer to the information document available at:

<https://www.boroondara.vic.gov.au/community-support/children-and-families/kindergarten>

BKCES can also be contacted on telephone 9278 4444.

If you change your contact details, or wish to withdraw or defer, please advise the kindergarten as well as BKCES.

Kindergarten Deferral

Once commencing kindergarten, if parents (in consultation with the teacher) have concerns about their child's readiness, they are able to withdraw their child from the respective group by the end of Term One.

In doing so, you will be placed at the top of the list for the following year. Please note that deferral is not possible after Term One. Should families have concerns about their child's progress or readiness for school, please do not hesitate to speak with your teacher as early as possible to assess the options.

Second Year of Funded Kindergarten

Children in four-year-old funded kindergarten need to display two or more areas of developmental delay, with specialist referral or guidance, in order to be eligible for a second year of funded kindergarten. Being younger does not meet the criteria for a second year of funding. Each child is an individual and cannot be compared to other children.

There is no automatic entitlement to, or guarantee of, a repeat year for four-year-old kindergarten. If you believe that your child may require an extra year of kindergarten, please discuss your options with your child's teacher before the end of Term One.

The Department of Education does not support children repeating three-year-old kindergarten.

Three-Year-Old Kindergarten Commencement

Parents and guardians should be aware that children cannot commence kindergarten until their child has turned three years of age due to regulated adult to child ratios.

Orientation

We aim to provide each child a positive and enjoyable introduction to their kindergarten group. To help your child settle in and build confidence in a new environment, we have slightly shorter sessions for the first few weeks. These first sessions not only help children settle in gradually, but also allow extra time for staff to get to know and spend time with each child. Each child has different needs and ways of settling into new situations. Some children may be ready to settle into full-time kinder straight away, while others may need a little more time to feel secure and confident in their new learning space.

Please note that the times for the shorter sessions over these first few weeks has been emailed to you.

Leaving parents for the first time to go to kindergarten can be a very emotional experience for both parent and child. Please speak to your child's teacher if they are struggling with the longer sessions as they increase during the orientation program. The teachers at Glass Street Kindergarten are more than happy to work out an individual plan with you to meet the needs of your child.

Communication and Feedback

Communication and feedback at Glass Street Kindergarten is ongoing throughout the year and takes place in a variety of forms.

Parent Meetings

All parents are invited to attend an individual parent/teacher meetings before commencement. These are valuable meetings where the parents and teachers can share information. Families have vast knowledge of their children and we value working in collaboration with you.

Glass Street Kindergarten plays a vital role in your child's transition to school. Throughout the year, should you or the teacher have any concerns about the progress of your child, a consultation will be arranged to discuss future outcomes. This conversation can further support you in your understanding of your child as a learner in their learning community and how they are developing skills for lifelong learning. Kindergarten is part of the learning

continuum whereby parents will have ongoing and regular communication with their child's teacher.

At the conclusion of four-year-old kindergarten, Transition Learning and Development Statements will be prepared to support your child's transition to school.

Noticeboards

The noticeboards at the front gate, near the front door and in the foyer display official documents, program information and upcoming local community events. These are updated regularly.

Storypark

Storypark is a secure, private online space to ensure that you receive timely information regarding your child through the Storypark platform. You can choose to add your own photos and stories or leave comments and feedback for children's teachers. You can also choose to share stories with other family members if you wish.

Storypark will also be used to post important information to families and will be our primary form of communication.

Email

Upon enrolment, you will be asked to provide your preferred email address(es) so that the kindergarten can contact you throughout the year.

Communicating with Teachers

Our teachers will use Storypark to keep you up-to-date with everything that happens at kindergarten throughout the week.

In addition, please feel free to approach the teachers to ask any questions or provide additional information about your child so that we can best support your children and family.

If you need to discuss any matter with a teacher, please feel welcome to approach your teacher to make a suitable time for discussion.

Parent Survey

A parent survey is administered annually. Parent feedback is vital and greatly appreciated. This information is used to enhance Glass Street Kindergarten into the future. Parents are asked to provide constructive feedback in areas such as, communication, kinder program, the environment and overall satisfaction. A few weeks after all the data has been collated a summary of the responses is distributed to parents (anonymity is ensured).

Grievances

If you have any concerns about your child or the experiences they have at kindergarten, please talk to the teacher. Most problems can be easily resolved if we work together.

The Glass Street Kindergarten Committee of Management is committed to the resolution of any unresolved complaint or grievance that relates to any aspect of the operation of the kindergarten. A complaints policy has been formed indicating the procedure to be followed to ensure that all matters are dealt with efficiently and consistently. The contacts for a complaint of grievance are displayed in the foyer.

All grievances are treated confidentially and with the utmost respect.

Should you have a grievance that has not been resolved to your satisfaction, please put your grievance in writing and contact the kindergarten President

Parent Involvement

Stay and Play

Parents are warmly invited to join us in the kindergarten program and have the opportunity to see first-hand the amazing learning that takes place throughout the year.

In Term One, our focus is on settling the children into the program, ensuring they feel safe, secure and a valued member of our whole 'class team' while becoming familiar with the routines of the day.

We will let you know when Stay and Play commences and we will display a Stay and Play roster near the entrance if you would like to sign-up to participate. Please note that COVID-19 guidelines will apply.

Please note that our Privacy and Confidentiality Policy does not permit the taking of photos and videos of any children (including your own) during Stay and Play.

Other Parental Involvement

Each family will be asked to support us by laundering smocks, tea towels and hand towels.

We value the special relationship between you and your child as your home is your child's first learning environment. Your contribution to the program is gratefully accepted and encouraged. Parents and families are very welcome to contribute to the program with any particular skills or interests at any time. In the past, parents have helped with cooking, playing instruments, excursions, craft experiences, talking to the children about a holiday, even speaking a second language to the children. If you have an occupation or particular interest and are willing to share it with the children, please pass details onto the teacher.

Throughout the year, a series of events are organised including BBQs and working bees. We believe these events are not only an important way of supporting the kindergarten but also show our children that we belong to a community and support one another. We look forward to your involvement in these events!

Working with Children Check

As part of the Government's Child Safe Standards, Glass Street Kindergarten will be requiring that all volunteers who participate at kindergarten in a range of ways including Stay and Play, working bees and excursions must have a current Working with Children Check (WWCC) card registered with Glass Street Kindergarten.

WWCCs last five years and are free for volunteers who work with children.

Parents holding a Victorian Institute of Teaching (VIT) card can provide a copy of this to the kindergarten instead of a WWCC card, but holders must also register with Working with Children Check Victoria.

Unfortunately, people without a WWCC card cannot participate in these activities. A receipt showing submission of an WWCC card application is not sufficient.

To apply for a WWCC, please go to www.workingwithchildren.vic.gov.au.

Fees

The operating costs of Glass Street Kindergarten are met in two ways:

- Department of Education and Training (DET) funding for each child enrolled in four-year-old child kindergarten, and
- term fees.

As the kindergarten is a not-for-profit organisation, all families are encouraged to assist the kindergarten, including maintenance and upgrading of the kindergarten's facilities and grounds.

Term fees for 2022 are as follows:

Three-Year-Old Gumnuts	\$600 per term
Four-Year-Old Bluebell	\$995 per term

Families eligible for a concession (such as a Healthcare Card) will receive a fee discount. Childcare subsidies do not apply to kindergarten fees.

Levies

Glass Street Kindergarten does not charge any additional levies.

Voluntary Withdrawal of a Child

Ideally, one full term's notice is provided when a child is voluntarily withdrawn from the kindergarten. This may occur when a family is moving and the child has been enrolled into a new kindergarten. BKCES must also be advised by the family that the child is being withdrawn from the kindergarten.

Contact Details

Contact details are:

Camilla (4YO teacher): camilla.gsk@kindergarten.vic.gov.au

Luisa (3YO teacher): glass.st.kin.3yo@kindergarten.vic.gov.au

Carolyn (Administration Officer): admin.gsk@kindergarten.vic.gov.au (for all general enquiries)

Questions?

If you have any questions in relation to this handbook, please contact your child's teacher or our Administration Officer, Carolyn Camm at admin.gsk@kindergarten.vic.gov.au.

Important Dates

Term One	
Tuesday, 1 February	4YO Group Parent Welcome Meetings
Wednesday, 2 February	3YO Group Parent Welcome Meetings
Monday, 14 March	Labour Day Public Holiday (no sessions)
Friday, 8 April	Last Day Term One
Term Two	
Monday, 25 April	ANZAC Day Public Holiday (no session)
Tuesday, 26 April	Term 2 Commences
Thursday, 19 May	4YO Family Night (after hours)
Wednesday, 25 May	3YO Family Night (after hours)
Monday, 13 June	Queen's Birthday Public Holiday (no sessions)
Friday, 24 June	Last Day Term Two
Term Three	
Monday, 11 July	Term 3 Commences
Thursday, 11 August	4YO Special Person Visit (after hours)
Wednesday, 17 August	3YO Special Person Visit (after hours)
Friday, 16 September	Last Day Term 3
Term Four	
Monday, 3 October	Term 4 Commences
Tuesday, 1 November	Melbourne Cup Public Holiday (no session)
Wednesday, 14 December	3YO Last Day and Break-up Party
Thursday, 15 December	4YO Last Day and Break-up Party
Friday, 16 December	3YO Organisation Day (no session)
Monday, 19 December	4YO Organisation Day (no session)
Tuesday, 20 December	Staff Pack-up Day (no session)