

ST JOSEPH'S PRESCHOOL

ORIENTATION FOR CHILDREN POLICY



St Joseph's School
PORT LINCOLN
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Policy Statement

This policy recognises the importance of an orientation that allows the child and family to transition positively to preschool.

Background

The Education and Care Services National Regulations require the approved provider to have policies in place in regard to the enrolment of children at the service and that there is an appropriate orientation process for children and their families.

NQF

QA6	6.1.1	Engagement with the service - Families are supported from enrolment to be involved in the service and contribute to service decisions.
	6.2.1	Transitions - Continuity of learning and transitions for each child are supported by sharing relevant information and clarifying responsibilities.

National Regulations

Regs	177	Prescribed enrolment and other documents to be kept by approved provider
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Related Policies

- Enrolment Policy
- Family Law and Access Policy
- Parental Interaction and Involvement in the Service Policy
- Physical Environment (Workplace Safety, Learning and Administration) Policy
- Relationships with Children Policy
- Staffing Arrangements Policy

Implementation

Orientation helps to make the transition from home to preschool as smooth as possible with the aim to maintain continuity between home and the Service, which helps the child adjust to the new setting. Orientation will include the following:

- Attendance at the service (together with parents/s) for one or more visits to meet the staff and familiarise with the environment.



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- A parent meeting to discuss items, including but not limited to, the program, routine and requirements.

Sources

- Education and Care Services National Regulations
- National Quality Standard

Review

The policy will be reviewed annually.

Review will be conducted by:

- Management
- Employees
- Families
- Interested Parties.