



Welcome to the Baby Room

Modbury Community Children's Centre

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Welcome

Welcome to the baby room where we provide education and care for children aged between 3 months and 24 months.

The educator to child ratio in this room is 1:4.

The permanent educators in the room are complimented by our regular casual educators who are aware of the baby room routine and know the children.

We hope this booklet provides you with valuable information and we encourage you to approach us with any queries, concerns and information on your child or just to have a friendly chat.

We look forward to sharing the growth of your child during your stay in the Baby Room.

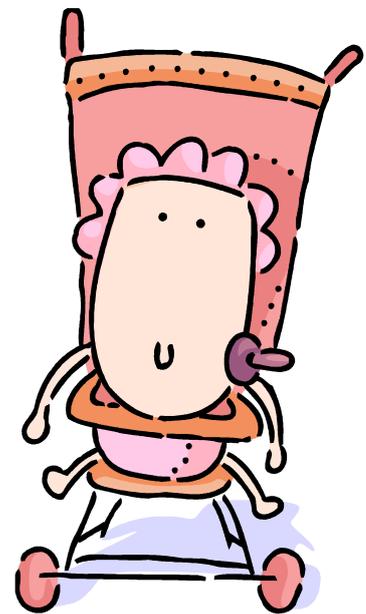


What should you bring to the centre?

- Security Toy, dummy, blanket etc
- Sufficient prepared bottles of formula
- 1 or 2 sets of named spare clothes
- Nappy for going home
- 1 piece of fruit (not apples) there is a basket on the cupboard for fruit

We supply sunhats and sunscreen. If however your child has sensitive skin, it would be appreciated if you would supply appropriate sunscreen for your child.

May we also suggest that a small bag with only the above items in it, as our storage facilities are very limited.



What do you need to do each day?

- Please sign your child in and out on the attendance sheet
- Place labelled bottles in the fridge
- Place bag on the cupboard
- Complete information on the communication sheet
- Should your child require any prescribed medication, your Doctor will need to complete a medication authority form

Please ask the Educators for a Medication form, you will need to fill this in and hand back to an Educator.

Signing in and out

Please remember to sign your child in and out each day on the I-pad in your child's room.

If your child is absent from the centre, when you return we will ask you to sign an attendance sheet to confirm your child was absent on that day.



Information Sheet

After signing your child in, we ask that you record the intended pick up time of your child and who will be collecting them.

Should this change, we ask that you call to inform us. If the person collecting your child is not noted on the enrolment form, they will need to provide identification.

We will, if not completely comfortable with this, make every effort to contact you to confirm that your child is able to go home with that person.

Nappies

The Centre provides disposable nappies throughout the day. We ask that you please supply a disposable nappy to go home in.

Toilet Training

Toilet Training is a development milestone for each child. We acknowledge that children should not be hurried into toilet training and that adults will follow the child's natural interest.

This means waiting until your child has enough understanding and muscle control to be able to begin using the potty or toilet.

If you have any questions about your child's readiness to be toilet trained, please ask your child's Caregiver for more information. Beginning toilet training is a time for shared involvement of both parents and staff.



Separation

Separation from a parent can be one of the most stressful times of your child's day and we will consult you as to how best to handle this time. It is important for the child to see that there is a trusting relationship between yourself and the Educator.

During the settling in time we will talk to you and establish a ritual that will help your child to have an easier transition from home to the centre. We encourage you to bring something significant from home e.g. special toy, blanket or book.

We ask for the first few days after your child begins in the baby room that, if possible, the days are kept shorter providing your child the best chance to settle in. This can be discussed at enrolment time.

Once you are ready to say goodbye, please try not to prolong this, as it can make it harder for your child to separate.



Transition Visits

Transition Visits are essential for us to begin to establish ways in which families and educators can plan effective and appropriate ways for handling separation.

As part of the transition visits, you and your child will be introduced to and will work with, the Primary care giver to discuss your child's daily routine including sleep and meal times and will devise strategies which will ease the transition from home to the centre.

We acknowledge that separation can be stressful for both child and parent and we seek to alleviate this through careful planning.

To begin with we ask that you visit with your child for a short time, giving your child the chance to explore the environment with the security of knowing that you are close by. It is important for your child to see that you are relaxed and comfortable with the Educators.



There are no hard and fast rules as to the number and length of visits. This will depend on your child's needs and time you have available.

Behaviour Management in the Baby Room

We recognise that a single room accommodating for the developmental needs of children aged 3 months to 24 months must not only be safe and stimulating but furnished and well resourced.

The concept of the behaviour management for infants up to 6 months is irrelevant, as the infant has no concept of the cause and effect of themselves as a separate identity, the educator's role is not one of managing behaviour but of recognising and responding to the child's needs.

By 6 months a child starts to learn that he/she is separate from other objects and people and that they exist even when he/she cannot see them.

It is at this age that the children begin to form attachments. The Educator's role is one of providing constant and consistent support with the children being able to access sufficient resources without being expected to wait too long.



Sleep

In the Baby Room, we will follow your child's normal sleep routine and will seek information from you as to his/her sleeping preferences and habits at enrolment time.

Some children prefer to be patted to sleep while others prefer to be left with their favourite toy or some other comforter, knowing that their caregiver is nearby.



We will discuss with you when you feel your child is ready to move from cot to mattress.

This is usually around 18 months and it is often associated with the fact that the cots are required for younger children.

Meal Times

Mealtimes and snack times are not only a time for refuelling small bodies but also a social time, accompanied with rituals and routines. The Baby Room has high chairs for children unable to feed themselves, or small chairs to sit on at the table.

All food is prepared at the centre by our cook. The menu is displayed in the front foyer and on the wall next to the sign in cupboard.

Each day you will receive notifications through Kids XAP which will provide you with information on what your child has eaten, when they've slept and if applicable information about their bottles.

We will seek information from you as to the timing of the introduction of solids or new foods. We can also advise you about this if you are unsure about how or when to do so.



The Centre has a nutrition policy, which you can access, in the policy folder in the front foyer, or you can ask for a photocopy of this.

Breast feeding

We encourage mothers to continue to breastfeed and we will discuss with you ways in which we can accommodate your special needs. Please do not hesitate to discuss your needs with the Educators.

Bottle Feeding

At enrolment time, we will discuss with you your child's bottle-feeding routine. We ask that you bring sufficient bottles for the day. If your child is on formula please have this made up in the bottles, making sure your child's name is clearly marked on them and place them in the fridge when you arrive.

Educators will record the time and the amount your child drank and notify you of this through Kids XAP. Empty bottles will be placed back in your child's bag. Please check the fridge for any remaining bottles.

Primary Caregiver

This was briefly mentioned under the section Transition Visits. During your transition visits you will be introduced to your child's primary caregiver.

Feeling secure is a prime issue for infants and in order to feel secure; they must develop a sense of trust in their Educator and their environment.

Primary Caregivers learn to cue into the individual needs of the children in their primary care group and develop warm personal attachments with each other.

A secure attachment between your child and the Educator is strengthened through routines within the room, planning carefully for separation from you, building links between home and the centre and acknowledging the importance of physical contact (being held and cuddled) for your child.



Routines

The routines within the room will not only accommodate your child's needs but will also reassure your child that their needs are understood.

We cannot say to a hungry and tired toddler that lunch will be ready in a few minutes, as this is totally meaningless to the child. However we can reassure each child by putting on a bib and washing their hands, that it is time for a meal or snack. It is in this way, through routines, that the child understands that their needs are being acknowledged. This way the child knows that his/her needs are respected and will be responded to.

It must also be understood that although meal and snack times as well as sleep times are set down for the older children, if a child is tired, that child will be put to bed and their meal saved.

It must also be said that within the basic room routine we are extremely flexible and it is the needs of the child which come first.

The Program

Our programme reflects the *Early Years Learning Framework*. This provides learning continuity from birth to 5 years. Children need a range of knowledge and skills to navigate their way through these rapidly changing times.

The aim of EYLF is to ensure that all children from childcare, family day care and preschool develop in ways that will enable them to understand their world and play an active role in shaping it.

The Early Years Learning Framework describes childhood as a time of Belonging, Being and Becoming.



Through the Framework's five learning goals we will assist your child to develop:

1. A strong sense of identity
2. A strong sense of wellbeing
3. Confidence and involvement in their learning
4. Connections with their world
5. Effective communication skills

You will find the programme located on the board above the mirror.

Should you wish to find out more or need more explanation about EYLF, please speak to an Educator in the room, who will be happy to help you.

Portfolios

In conjunction with our programme each child will have an individual portfolio. Digital photographs are taken of the children as they achieve milestones in their development, the photographs are then put into a folder and a story written about what is happening in the photographs. These are then linked to EYLF.



The portfolios are sent home from time to time for you to view and comment on. They are also available for you to take at any time.

Please ensure you advise the primary caregiver of your intention to take your child's portfolio home.

Family Participation

We acknowledge that as families you are busy but we ask that you take a little time to learn about the programme in our room and share any ideas with the educators.

As our centre is a community based centre, we rely on parents to be involved in many areas eg: members of the Governing Council, other sub-committees as required and also as volunteers to help with various tasks as they come up.

If you are interested in being involved in any way, please speak to the Director.



Communication

We seek to establish open and honest communication with all families.

It is extremely important when caring for young children that we develop meaningful, trusting relationships.



Please try and speak to your child's primary caregiver and give any information to her, however if she is not available, then the information can be presented to another Educator.

You can also write information on the Communication sheet.

When collecting your child we encourage you to speak with the Baby Room Educators as they will provide you with information on your child's day.