

## FROM THE DIRECTOR

Hi everyone.

2010 is well underway and the staff and children have all settled back in after the Christmas holidays. The room swap between the Toddlers and Kindy is going very well and the children have quickly adjusted to their new surrounds.

We are getting new vegetable gardens in the Big Room yard for the children to continue the growing of vegetables and herbs which has been a successful activity previously. The planter boxes we will be using are made from fully recycled materials and are long lasting and a sustainable building product. This also ties in with the centre's mission to be more environmentally responsible.

The staff have already attended several training sessions this year, including Asthma training and an introduction to the new federal Early Years Learning Framework, which we will be phasing in over 2010. We also have lots of staff booked in to attend courses on various topics from Intentional Teaching to What's right for Toddlers to Basic Emergency Life Saving First Aid and Observation Techniques. The Management Committee has a strong focus on Staff Development and ongoing professional training which benefits the entire staff team.

The start of any new term brings about many changes to the centre with children moving between rooms and children moving on to school and/or Kindy. Children notice these changes for a variety of reason and often because it changes their friendship group and who attends care on their days. This can be unsettling for children and may cause them some anxiety as they make new friends and adjust to the new mix of children. The child may say they do not want to come any more or be upset and teary at drop off time. This is a normal part of child care and the staff work with the children to ensure they know why their friends are not there on a particular day and encourage new friendships to form. This is often their first experience with friends leaving and with time the children do resettle. If you have any concerns regarding your child being unsettled at care please speak to a staff member or myself.

Until next time, Kerri



**We have some exciting visitors coming in the next few months:**

Amazing Drumming Monkeys 23rd April at 10.30

Living Eggs will be here for 2 weeks from June 21.



We are awaiting confirmation of dates for the following shows:

Rockin' Rocky and Remabi Park As per previous years parents are mote than welcome to come to the shows with their children if it is not their usual booking.

**Kytons Easter Order form will be distributed to families in the first week of March. Items for order include Hot Cross Buns (with and without fruit) and Lamingtons as well as Apple and Apricot pies & several other items they make.**

**Orders are due back by 24.03.10 and they will be ready for collection on:**

**Wednesday 31st March after 1.00pm.**

## **POLICY A7 INFORMATION PRIVACY STATEMENT**

The primary purpose for which our service collects information is to enable PCCCC & OSHC, to provide your child with an individual developmentally appropriate program that is educational, stimulating, nurturing and safe.

PCCCC & OSHC requires certain information be collected, in accordance with administration of Child Care Benefit, regulations or legislation that directly relate to the operation of a children's service.

PCCCC & OSHC discloses personal and sensitive information to the service's staff, for the specific purpose of administration and education of your child.

PCCCC & OSHC will obtain parent/guardian permission before disclosing a child's personal and sensitive information to a professional attending our centre for the specific purpose of providing a service for your child. This includes early intervention teachers, speech therapists, occupational therapists, doctors and counsellors.

Personal information collected about children is regularly disclosed to their own parents or guardians. On occasion information such as children's personal achievements, child portfolios and photos are displayed within the boundaries of our services building.

Parents/Guardians have the right to access personal information collected about them or their child. However, there may be occasions when access is denied. Such occasions would include where access would have an unreasonable impact on the privacy of others, where access may result in a breach of the service's duty of care to the child or where children have provided information in confidence.

As you may know PCCCC & OSHC from time to time engages in fundraising activities. Information received from you may be used to make an appeal to you. We will not disclose your personal information to third parties for their own marketing purposes without your consent or for any other reason than for the purpose in which it was collected.

Prospect Community Childcare Centre, will include your child's name, age and specific needs in their Carer's focus children's folder. PCCCC & OSHC may include your emergency contact details in a class list and in PCCCC & OSHC contact directory. Access to these is generally limited to the staff at PCCCC & OSHC.

If you provide PCCCC & OSHC, with the personal information of others, such as doctors or emergency contacts, we encourage you to inform them that you are disclosing that information to the Centre and why. You will also need to inform them that they can access that information if they wish to do so.

PCCCC & OSHC takes all reasonable precautions to ensure personal information that we collect, use and disclose is accurate, complete and up-to-date. Please ensure you inform the service of any changes to the information supplied.

**Ratified by Management Committee April 2009**

**Next review: March 2011**

Does your child need a bigger hat? Please see staff to organise the 54cm size if you require

Just a reminder that the centre closes at 6.30pm. Please ensure you have collected your children and signed them out by 6.30pm.

Parents who are late will have a late fee applied in accordance with our policies:

**POLICY B5—LATE COLLECTION POLICY**

*(in part)*

“Late collection of child/children after 1.00pm and 6.30pm will incur a late collection fee and is currently charged at \$25.00 for the first 10 minutes and \$1.00 per minute after that.”

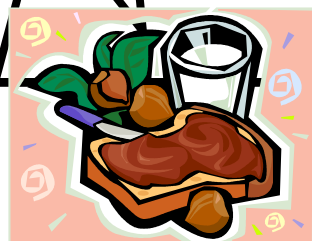


[www.prospectcc.com.au](http://www.prospectcc.com.au)

Please feel free to complete the feedback form if you have anything you would like us to know.

This may be on topics such as the Room Swap, the menu, the centre building or our staff team. If you have something you would like us to know, please complete the form and return it to the centre via the fees box in the foyer.

Please ensure you keep the centre updated on your child's diet intolerances and any changes you implement to your child's diet. We request that you supply the information to us in writing so that we have current and accurate records of your child's dietary needs. These forms are available online for you to access as you require them.



**✂ FEEDBACK FORM ✂**

Have you got any feedback, suggestions or comments on the centre or the menu? Please jot them down below and pop them into the fee box. Thanks!

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# TUNA MORNAY

Oven: 180°C Cooking time: 20 - 30 minutes Serves: 6

## Ingredients

250g short pasta,  
40g butter  
3 tablespoons plain flour  
1½ cups milk  
2 eggs, lightly beaten, optional  
1 small onion, finely chopped  
1 cup grated tasty cheese  
425g tuna in brine or spring-water, drained  
2 tablespoons chopped parsley  
juice of half a lemon  
1 cup breadcrumbs  
1/3 cup grated parmesan



## Method

Cook Pasta. Drain and set aside.

Preheat oven to 180°C. Lightly grease a 1.5 litre capacity dish.

Melt butter in a medium sized heavy based saucepan. Sprinkle over flour, and cook for about 1 minute or until the flour has lost its raw smell and smells a bit nutty. Gradually whisk in milk. Bring to a boil, stirring until slightly thickened.

Remove from heat and quickly beat in the eggs, if using. Stir through the onion, cheese, the drained tuna, pasta and parsley.

Pour into prepared dish. Sprinkle with breadcrumbs and pour over melted butter. Sprinkle with the parmesan. Bake for 20 - 30 minutes or until golden. Allow to stand for 5 minutes before serving.