# Epping North Pre-School 2024 Quality Improvement Plan 2024



#### Service details

Service name: Epp	ping North Pre-School	Service approv	val number SE-00003924			
Primary contacts	at service					
Kristin Dadd - Direc	tor					
Physical location	of service	Physical locat	ion contact details			
Street	378 Findon Road	Telephone	03 9408 8000			
Suburb	Epping	Mobile	0499 022 362			
State/territory	Victoria	Fax	n/a			
Postcode	3076	Email	eppingnorthps@bigpond.com			
	r Epping North Pre-School Inc.	Nominated Su	Nominated Supervisor			
Primary contact	Kathy Klaromenos (president)	Name	Kristin Dadd			
Telephone		Telephone	03 9408 8000			
Mobile	0422 184 375	Mobile	0409 521 581			
Fax	n/a	Fax	n/a			
Email	kathk87@gmail.com	Email	eppingnorthps@bigpond.com			
Postal address (if	different to physical location of service)					
Street		State/territory				
Suburb		Postcode				

#### **Operating hours**

For each day of the week this service is open, indicate the times of the day when education and care is provided. For centre-based services, this does not include non-contact hours for educators.

Describe the scheduled opening and closing times using 24 hour clock (e.g. 07:30 to 18:00) rather than 'AM' and 'PM'.

Round times to the nearest quarter of an hour.

If the service is open for two sessions per day, please indicate the opening and closing times for both sessions.

Family day care services or multi-site services should list the operating hours of the service office.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	08:30	08:30	08:30	08:30	08:30		
Opening time							
	13:30	13:30	16:00	13:30	16:00		
Closing time							

#### Additional information about your service

The following information will assist the Regulatory Authority to plan the assessment visit.

Provide additional information about your service-parking, school holiday dates, pupil-free days etc.

Epping North Pre-School is a committee-managed preschool.

- The Epping North Pre-school employs five long-serving educators.
  - <u>Kristin Dadd</u> is the Director, Educational Leader and educator of Blue Group and Green Group on Wednesdays and Fridays. Kristin is the only full-time educator.
  - Marisa Scerri teaches Green Group on Wednesdays and Fridays, Blue Group on Thursdays.
  - Angela Liparota is a co-educator and works with Blue Group and Green Group on Wednesdays.
  - Kirsty Woods is a co-educator and works with Green Group on Wednesdays and Fridays, Blue group on Mondays.
  - Dani DÁrro is a co-educator and works with Green Group on Wednesdays and Fridays, Blue group on Tuesdays.
- Parking is available for families and educators in the car park off Longwood Drive (corner of Findon Rd). There is also off-street parking in Longwood Drive and Findon Road.
- Epping North Pre-school operates according to the Victorian School timetable.
- Pupil free days are available for educators to attend professional development once a year, and for cleaning or preparation.

How are the children grouped at your service?

• Two funded mixed three and four-year-old groups with a maximum of 26 children in each.

Blue Group: Monday, Tuesday and Thursday 8.30am-1.30pm

Green Group: Wednesday and Friday 8.30am-4pm.

Write the name and position of person(s) responsible for submitting this Quality Improvement Plan: Kristin Dadd, Certified Supervisor/Director.

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#### Service statement of philosophy

#### "Always remember that you are absolutely unique. Just like everyone else." ~Margaret Mead

We use a mindfulness approach at Epping North Pre-school to create a caring, nurturing atmosphere where everyone is valued for being unique. We recognise the rich Indigenous heritage of this country and acknowledge the Wurundjeri Willum Clan and the Gunung-Willam-Ballak people as the traditional owners of the land on which Epping North Pre-school is located. Our motto: "Connect... Create....Celebrate...." reflects our values and pedagogy. Relationships are fostered and constantly built upon with every person linked to our pre-school. This connection begins with each child and links into their extended family, friends and the wider community. We believe that the more links we join, the stronger the connections become and the more successful we become at creating the best educational program for each child.

We create open-ended play experiences using natural materials. Caring for our planet and growing knowledge about sustainability and our Indigenous heritage is the basis of all planned experiences. Shared learning experiences provide a sense of belonging and allow children to be mentors and role models for others. The physical environment is carefully planned to create peacefulness and children's agency. We believe that children need to be exposed to Literacy, Numeracy, Science and Environmental learning through play. Children's independence and interests are always promoted.

We believe that celebrating success is linked to wellbeing, and we share achievements with children, families, and the community throughout every day. Educators take time to present children's achievements in meaningful ways and create opportunities for families and the community to share in every child's learning. We love that everyone is unique and celebrate individual talents, cultures, and ways of being with our pre-school community.

"It must not be forgotten that the basic law of children's creativity lies not in its results, not in the product of creation, but in the process itself. It is not important what children create, but that they do create, that they exercise and implement their creative imagination."

~ Vygotsky

**Reviewed February 2024** 

#### Quality Area 1: Educational program and practice Quality Improvement Plan for Quality Area 1

#### Summary of strengths for Quality Area 1

Strengths	<ul> <li>The program is guided by the EYLF which is used to formulate newsletters, portfolios and all planning, by all educators.</li> <li>Observations of each group, and each child are completed by all educators and are used to drive programming.</li> </ul>
	Planning is cyclic and is shared with children, parents and families through a program book, webpage, WhatsApp, home packs, hand written
	observation letters, phone calls, yarning and text messages.
	<ul> <li>Each child's interests, strengths and ideas are valued and incorporated daily through open ended activities or project work.</li> </ul>
	<ul> <li>Activities are scaffolded as needed to cater for children's agency or needs.</li> </ul>
	Intentional teaching is used to maximise each child's learning outcomes.
	<ul> <li>Educators carefully choose from a range of strategies to involve learning between the pre-school and children's home and community.</li> </ul>
	<ul> <li>Shared learning is embedded in the program and provides a sense of belonging and opportunities for children to be mentors and role models for others.</li> </ul>
	<ul> <li>A focus is placed on creating peacefulness and children's agency.</li> </ul>
	<ul> <li>WhatsApp inspires families to participate and share in their child's learning progress.</li> </ul>
	<ul> <li>"Focus Groups" target specific interests of the cohort of families attending our service.</li> </ul>
	<ul> <li>Focus droups anget spectral interests of the control relation of the part of the most effective ways for planning to be shaped by meaningful engagement with their family and the community. Educators choose which method works best for individual families and focus their planning via this method.</li> </ul>

#### Key improvements sought for Quality Area 1

#### Improvement Plan

Standard/ element	Identified Issue	What outcome or goal do we seek?	Priority (L/M/H)	How will we get this outcome? (Steps)	Success measure	By when?	Progress notes

## Quality Area 2: Children's Health and safety

Summary of strengths for Quality Area 2

Strengths	<ul> <li>Areas for rest and relaxation are available daily.</li> <li>Illness and injury management and hygiene practices are displayed and practised.</li> <li>All children are supported to participate inactive, physical activity which is embedded in the indoor and outdoor program.</li> <li>All educators participate in emergency procedures and practices and know their responsibilities. Families are involved in the practises and are encouraged to share their reflections.</li> <li>The indoor and outdoor spaces are always created to provide maximum supervision and "considered risks" are planned to challenge children.</li> <li>All educators are trained in First Aid, Anaphylaxis and Emergency Asthma Management.</li> <li>Extended family members enjoy being actively involved in learning about children's health and safety and are included in events at the</li> </ul>
	<ul> <li>Pre-school, such as our Garden Fun days, Community Market stall and Community Fun Days;</li> <li>Child safe practises are embedded within the program.</li> </ul>
	<ul> <li>Healthy lifestyle choices are practised daily in the program.</li> </ul>

#### Key improvements sought for Quality Area 2

#### Improvement Plan

Standard/ Identified Issue	What outcome or	Priority	How will we get this	Success measure	By when?	Progress notes
element	goal do we seek?	(L/M/H)	outcome? (Steps)			

### **Quality Area 3: Physical Environment**

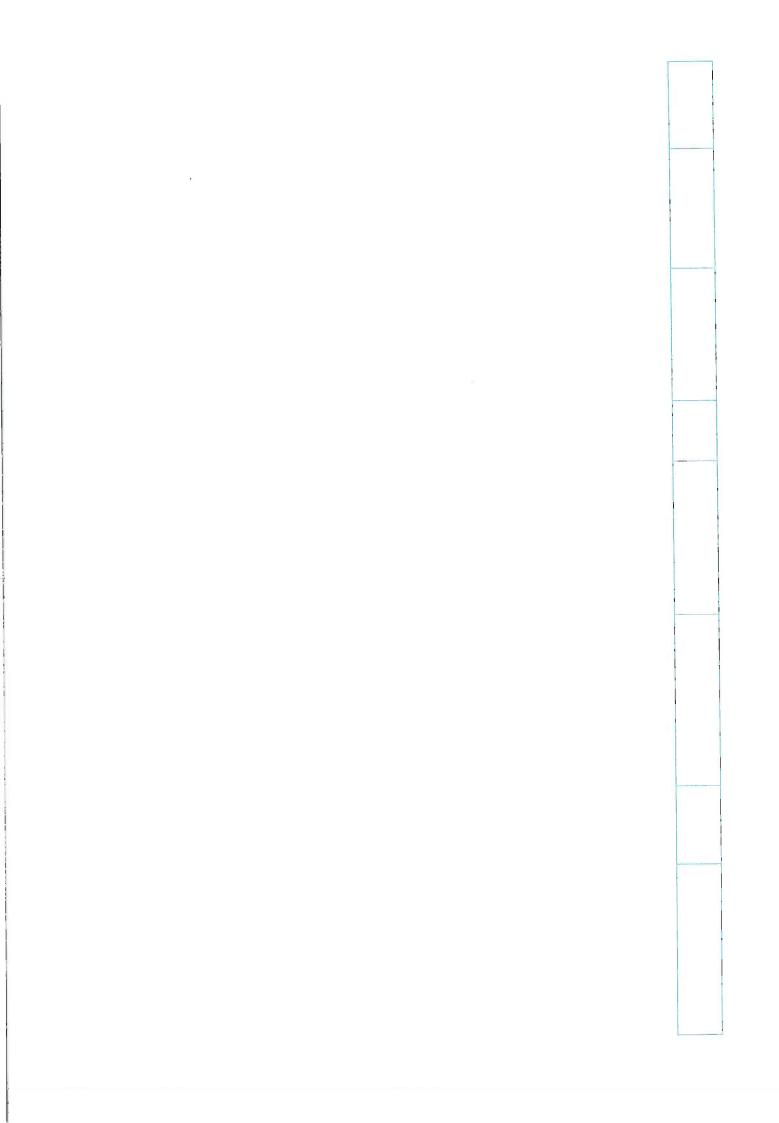
#### Summary of strengths for Quality Area 3

Strengths	<ul> <li>Whittlesea council responds quickly to any repairs linked to the building and plans future upgrades annually.</li> <li>Environmentally friendly practices guide and support our program. There is strong extended family involvement in quarterly garden fun days which ensures the upkeep of the outdoor yard, and areas of attention are carefully chosen and addressed.</li> </ul>
	<ul> <li>Rooms and resources from other parts of the activity centre are used in ways to suit the families attending each year. This includes using other rooms within the activity centre when vacant. Educators critically reflect on which areas of the activity centre would best suit the program, and support opportunities to engage with families and the broader community.</li> </ul>
	<ul> <li>Relationships with other group users of the activity centre are fostered and links have been developed with the Macedonian Senior Citizens, playgroup and dance classes.</li> </ul>
	<ul> <li>Community walks foster opportunities for indoor/outdoor play, and exploring the environment of the local community and its many natural elements and opportunities for intentional teaching.</li> </ul>
	<ul> <li>Links to "Peppermint Ridge Farm" have been established. Our connections with Julie, the owner, provides opportunities to obtain bush tucker plants and signage for our Indigenous garden area and intentionally teach about these wonderful plants through caring, cooking and sharing our fresh produce with the community.</li> </ul>

#### Key improvements sought for Quality Area 3

Improvement plan

Standard/	Identified Issue	What outcome or	Priority	How will we get this	Success measure	By when?	Progress notes:
element		goal do we seek?	(L/M/H)	outcome? (Steps)			



# Quality Area 4 : Staffing arrangements

### Summary of strengths for Quality Area 4

Strengths
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Standard/ element	Identified Issue	What outcome or goal do we seek?	Priority (L/M/H)	How will we get this outcome? (Steps)	Success measure	By when?	Progress notes:
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# Quality Area 5 : Relationships with children

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### Summary of strengths for Quality Area 5

	Strengths	<ul> <li>Educators build strong relationships with each child by drawing on the connections they develop about home life, family members, pets and relevant festivals, holidays and celebrations.</li> <li>Educators respect each child and support individuals to learn, feel secure to be confident and part of the group; we seek out individual opinions, thoughts and ideas allowing children to connect and strengthen their bonds.</li> <li>Educators encourage, support and role model positive interactions and relationships between children and between children and educators.</li> <li>Each child is supported to build relationships and learn through collaboration.</li> <li>Shared learning is always featured and is used to scaffold children's opportunities to mentor others.</li> <li>Educators are well trained in effective strategies for behaviour management and provide relevant support and training to help children and families target methods that are appropriate for their needs.</li> <li>Every child's agency is fostered and is central to all aspects of the program.</li> <li>Group learning is interactive and collaborative; children's agency is the focus.</li> <li>Mentoring opportunities are an everyday event; educators critically reflect on which children would benefit from leadership opportunities throughout the day. These are directly linked to their individual development plans.</li> <li>WhatsApp allows children to actively share their learning outside and inside of preschool with the entire group.</li> </ul>
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Standard/ element	Identified Issue	What outcome or goal do we seek?	How will we get this outcome? (Steps)	Success measure	By when?	Progress notes:

# Quality Area 6: Collaborative relationships with families and communities

#### Summary of strengths for Quality Area 6

Strengths	<ul> <li>We have excellent collaborative relationships with families and community organisations.</li> <li>Parents are involved in planning for their child from the start of the year and this continues throughout the year with multiple opportunities for parents and extended family to share in the decision making.</li> <li>Our committee managed centre is an indication of the high level of parent and family involvement.</li> <li>Relationships with families and community members are integral to our centre; Epping North Pre-school fosters strong community involvement.</li> <li>A strong link has been forged with many groups outside of the preschool-Peppermint Ridge farm, The Harvest Store, Jacaranda Pre-school, St Francis of Assisi, Mill Park Secondary College, Meadow glen Primary, Allied Health Services, and Other Hall Users- Macedonian group, Playgroup, etc- this is expanding every year.</li> <li>Educators provide relevant resources to families and critically reflect on the most valuable information to target the individual needs of families.</li> <li>Educators have critically reflected that our Indigenous, bush tucker garden is a resource that offers valuable opportunities to connect with our cohort and local community; it offers produce that is healthy and linked to our Indigenous families and heritage; provides opportunities for caring for our planet; provides a supply of plants that can be cooked and enjoyed with our cohort and local community; allows opportunities to actively involve our cohort in murals and art displays to enhance this area; and allows us to Intentionally teach about Bush tucker.</li> <li>Garden Fun Days linked with a Community Market stall will provide a time for each educator to share some of their Interests" and personal plans with our families and the local community.</li> </ul>
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### Quality Area 6 :

Improvement plan

Standard/ element	Identified Issue	What outcome or goal do we seek?	Priority (L/M/H)	How will we get this outcome? (Steps)	Success measure	By when?	Progress notes:
Collaborative Partnerships with Families and Communities 6.1.3	1~Many children in our cohort do not have access to children's books at home and do not attend a library. ~Many children in our cohort begin preschool with no or little English. ~Many children need to be referred to	To increase our cohort's ownership of books; access to books that are home-language based, and items that promote engagement in literacy practices and connect families to our program.	HIGH	Dolly Parton Library Bi-lingual Pre-school Library	Every child to receive up to 3 books in their mailbox during 2024 that they can keep. Every child to receive a library book and where possible to be bilingual in their home-language or linked to Indigenous practices.	Dec 2024 Dec 2024	Feb:

speed	ch therapy.				77		
strong parent learn r	g interest in nt's wanting to more about development school ness.	To provide Language / literacy focus groups that allow families to bring their children to an activity-based learning group ADDITIONAL to 15 hours of pre-school that will guide families in ways to develop language skills at home.		Focus groups with Allied Health workers on: SPEECH DEVELOPMENT and LITERACY / School Readiness	A focus group will be held with a Speech Therapist on SPEECH DEVELOPMENT and one on LITERACY. A focus group will be held on SCHOOL READINESS.	Dec 2024	
betwee presch childre more t conne our pre	een home and chool encourage ren to attend	Shared books made with our preschool children which can be shared with families and returned to preschool.		Whole group constructed books to share travelling between preschool to home.	At least three books will be created throughout 2024 in each preschool group – using children's agency-to share with their families and return to preschool so that all children can enjoy this community experience.	Dec 2024	
recogr import value our co Indige and kr linked the en	gnise the rtance and i in educating ohort about enous practices (nowledge d to land and nvironment, and	To provide opportunities for our cohort to connect with country and Indigenous culture; To educate children throughout our program of Indigenous knowledge linked to the land and environment.	HIGH	Wominjeka to Kinder will be a daily practice, embedded in our program. It will be a springboard for continuous learning and draw on ideas from our previous Wayapa Wuurrk workshops in 2022-23	Bush Tucker plants to to be used in our Woninjeka to Kinder.	Term one onwards	
	ild development school ness.	To use bush tucker in our program.		Wominjeka Cooking	Daily Wominjeka practise Bush Tucker Cooking Bush tucker to be used within our play experiences so that it is referenced and valued.	Feb on Each term	
		To use Indigenous language in our program.		Wominjeka / Games/ Songs/ Look & listen / Indigenous language	Indigenous words to be used when relevant.		

-Educators have identified that many children are artiving at preschool winder to share teating -Many Families report that their bands to every team a attendance to share throughout the year, as a dry prescie. To provide finit and vegetables in fun and the preschool winder to share the preschool winder to share the preschool winder to share the preschool winder to share throughout the year, as a dry prescie. To provide sin fun and vegetables in fun and the preschool winder to share the share to share the preschool winder to share the share to share the preschool w	o c a c	To provide on-going opportunities for our cohort to receive advice and guidance on their child's development and school readiness.		Parent / Teacher interviews Teacher / Teacher Discussion group on school readiness	Parent / Teacher interviews by the end of term 1 Parent / Teacher Interviews early term 3. Parent / Teacher discussion group on school readiness by term 4.	End of term 1 Mid term 3 Term 4
individual learning opportunities.To provide a formal learning situation linked to importance and value in educating our cohort aboutKid's ROAR program for each group of childrenInitiating Kid's ROAR to visit and scaffolding on the learning opportunities presented with our cohort.By end of 2024.	identified that many children are arriving at preschool without eating. ti ~Many Families report that their children do not eat fruit or vegetables and would like our help and support to encourage this practice. co ~Active involvement in preparing food supports children to try what they have prepared. ~Active involvement in preparing fruit and vegetables provides	vegetables early in our session for all in attendance to share throughout the year, as a daily practice. To engage children in the preparation of fruit and vegetables in fun and interesting ways. To help children to learn the names and to	HIGH	Breakfast Club	Preparing fruits and vegetables for snack time as a daily practice.	
	individual learning opportunities. ~Educators recognise the importance and value in educating our cohort about	learning situation linked to empowering children about ways to empower			scaffolding on the learning opportunities presented with our	By end of 2024.

### Quality Area 7: Governance and Leadership

#### Summary of Strengths

Strengths	The committee of management is parent run and has a very effective change over system which includes the in-coming and out-going committees running two meetings together. We have detailed hand over packs.
	Educators are all involved in regular educators' meetings. Educator's appraisals are central to our planning and are overseen by the President. Each educator has an individual development plan. Training, and observing other educators and centres, is carefully targeted to meet each
	educator need. All educators reflect on their learning and present their learning at educators' meetings and committee meetings.
	<ul> <li>Excellent educators' relationships are nurtured through regular meetings and social catch-ups.</li> </ul>
	<ul> <li>The Educational leader takes responsibility to critically reflect and guide individual learning plans in consultation with the President. SMART goals are used, are strength based, and linked to the QIP.</li> </ul>
	The Educational Leader takes an active role in reviewing the philosophy each year, critically reflecting on the cohort and all uses of the centre.
	The Educational Leader works with a passionate outlook to build the emotional wellbeing of all users of Epping North Pre-school.

### Key improvements sought for Quality Area 7

Improvement plan

Identified Issue	What outcome or goal do we seek?	Priority (L/M/H)	How will we get this outcome? (Steps)	Success measure	By when?	Progress notes:
			1			