



Sunrise

Kindergarten & Long Day Care Centre

Prospectus 2007

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INTRODUCTION

Welcome to Sunrise Kindergarten & Long Day care Centre for 3 to 5 year olds. Our kindergarten has been in operation since 1993 and our program is based on the Neo-Humanistic Educational Philosophy.

Sunrise Kindergarten is an educational project of Ananda Marga organisation (Path of Bliss), which was founded in 1953 by PR Sarkar (1920 - 1990), a prominent philosopher and educator. It is a multifaceted international organization. Reflecting this broadness, the Ananda Marga organisation has many different branches dedicated to the uplifting of humanity through education, relief work, welfare, the arts, ecology, intellectual renaissance, women's emancipation and humanistic economy.

Our Centre is managed by the Director/Coordinator, who is assisted by a Management Committee comprised of parents and local supporters of the Centre and its philosophy. The organisation Ananda Marga Pracaraka Samgha Ltd.(WWD) owns the premises.

GOALS AND OBJECTIVES

One of the goals of Sunrise is to develop a feeling of the interconnectedness of all things and to nurture an attitude of love and respect for the environment and everything in it. The elements of the programme are carefully planned to encourage children to deepen their concern for the welfare of others and to extend this to other living things such as animals and plants. In this way they come to realise that all living beings are interrelated and that the welfare of others is inseparable from their own. Through the behaviour of teachers and implementation of the programme, the children learn to care for and nourish their environment and its inhabitants.

Sunrise strives to promote the total growth and development of each child and endeavours to create a suitable environment for this purpose. The environment is warm, loving, stimulating and in keeping with our philosophical ideals.

All interactions with the children and decisions affecting their well being are based on knowledge of early childhood theories and practices.

The Centre maintains a safe, healthy learning environment. The physical space, materials and routines are arranged in a way that creates an interesting, secure and enjoyable place in which to learn and grow. The program allows children to choose from various activities, which provide them with excellent opportunities to gain greater self-mastery of themselves and their environment and to develop physical and mental competence, social skills and spiritual outlook.

OUR PHILOSOPHY

The educational philosophy of Sunrise Kindergarten recognises the importance of learning respect and love for all. It is called Neo-Humanism (NH). The philosophy of Neo-Humanism expands the underlying spirit of humanism or love for fellow beings to encompass love for animals, plants and the inanimate. The word Neo means 'ever new'. In this spirit, a NH teacher keeps an open perspective, free of dogma or limiting views.

Because we advocate a non-harming attitude towards all living creatures, the NH education supports a sentient vegetarian diet. Some mutative foods stimulate the mind and body, tending to make one restless while other static foods are not beneficial to the mind and may be harmful to the body. A sentient diet

excludes all meat and meat products, chicken, caffeinated beverages, excessive herbs and spices, eggs, fish, shell-fish, onions, garlic, mushroom and fungi, alcohol, tobacco, fermented, stale or spoiled food.

ADMISSION REQUIREMENTS

Sunrise accepts children from the ages of 3 to 5 Years.

Since the Centre does not have nappy changing facilities children are required to be 'toilet trained'.

The group size is up to 22 children with the kindergarten teacher and qualified childcare workers. The staff child/ratio is 1 staff member to 11 children.

HOURS OF OPERATION AND LATE PICK UP POLICY

Sunrise offers a daily kindergarten program and long day care. The centre is open **from 8am to 6pm Monday to Friday**. You may pick up your child at any time throughout the course of the day. Children may not be left before opening and must be collected before closing time.

Parents who pick up their child after the closing time of 6pm will be fined at the rate of \$10 for every 5 minutes or part thereof.

The centre is closed from the week prior to Christmas and reopens in the second last week of January (closed for 4 weeks). The centre is also closed on public holidays.

ENROLMENT PROCEDURES

1. Enrolment is usually started with a visit to the Centre by the parent/guardian and child and meeting with the director. The philosophy and various policies of the Centre are explained.

2. If the parent or guardian decides to admit the child, an enrolment form must be filled out fully with all necessary information including emergency contact numbers and the names of those persons permitted to take the child from the Centre. It is Parents responsibility to supply the Centre a copy of any existing Court Orders.

A child will not be enrolled unless parents/guardians authorise the Centre to seek emergency medical, hospital or ambulance services. (As with duty of care we require all medical details including Medicare No. Ambulance Membership)

3. Parents or guardians who enrol their child/ren receive this information booklet that contains basic information about the Centre. **More detailed information about our policies is available in Sunrise's Policy Handbook.**

KINDERGARTEN PROGRAMME

Our programme is based on our centre's Neo-Humanistic Educational and teacher's personal philosophies and values. In our written curriculum we explain the framework from which we work and the broad goals we have developed. Staffs make daily observations of the children that provide the foundation for the weekly planned experiences (i.e. group's and individual's current interests).

The specific objectives are designed to meet children's current needs for development or extension. Sometimes the children might work on one specific objective for 4 weeks, depending on their development and/or maturation.

We aim for the programme to be realistic, attainable and address the development of knowledge, understanding processes, skills, dispositions and attitudes. Our programme has a strong emphasis on teaching children Yoga, Meditation, Drama and Dance.

Our programme includes respect and support for cultural diversity and encourages positive relationships with families.

Daily routines (times approximate)

- 8.00 am Free play indoors/outdoors
 Discuss any daily issues
- 9.00/9.15 am Morning circle (Circle of Love)
- 9.15/9.30 am Morning tea
- Children have kindergarten program indoors/outdoors
- 11.15-11.30 Clean up and prepare tables for lunch
- 11.30am Group time - group split for: story, games, drama, creative dance,
 Yoga, music and topic discussions.
- 12.noon Lunchtime
- 12.15-1.00pm Outdoor/indoor play
- 1.00-3.00pm Sleep/quiet time for those who do not sleep
- 3.00pm Afternoon tea
- 4.00-6.00 Afternoon story/group times.
 Free play indoors/outdoors in selected areas and quiet
 activities with an adult.

WAYS IN WHICH PARENTS CAN HELP

A suggestion box is placed at the entry, where you can write suggestions or agenda items for committee meetings or the program. Minutes from the meetings are available on request.

Talents and interests

Please feel free to share with the kindergarten group any of your talents and interests, eg, cooking, gardening, music, dance, crafts, feeding/bathing a new baby, sport, and language other than English

Fund raising

Throughout the year there are a small number of initiatives that raise money for the kindergarten. Fund-raising events will be held periodically to raise money for specific items that will benefit the children. Planning and carrying out these events is possible only by our collective effort and we encourage your participation.

Excursions

As a part of our Learning Program we will be going out on Excursions, either on walks or travelling on a Bus. We will give notice prior to the event and the Parent/Carer consent form must be signed and returned to us. Parent and carers are most welcome to attend. A 2:1 ratio child: adult is required to attend any excursions.

Maintenance / working bees / odd jobs

The centre holds two working bees each year and participation from all families is encouraged as together we can make our centre truly great. Any person who is handy and willing to help out on a needs basis for maintenance would be greatly appreciated

STARTING OUT

Naturally it is important to encourage a feeling of happiness about coming to a new environment. Explain to your child that the teachers are kind and caring and that there will be lots of 'interesting things to do. Your child will feel more secure and contented if you also feel good about them attending.

When you arrive, feel welcome to spend some time with your child in free play, doing puzzles or reading him or her a story. Leaving your child for the first time can sometimes be difficult. When you are ready to leave, tell them you are going, that you will return soon and that you love them. We have found through experience that long extended good-byes make it harder for the child. It is quite natural that there will be a few tears on the first day. The teachers will do their utmost to comfort your child. If your child remains unduly distressed, you will be contacted. Please feel free to talk to the teachers if you have any concerns.

Transition

We suggest that your child is picked up at 1.00pm for the first days until child has settled.

Your child's arrival and departure

Child's arrival

Please sign the attendance book and acknowledge staff when you drop off and pick up your child so they can keep track of your child's whereabouts. If you have other children accompanying you at these times please keep them close to you, as staff cannot supervise these children as well as the kindergarten children.

The Kindergarten Program includes Morning Circle with stories, songs and games, a choice of individual and group activities, morning snack and outside time (weather permitting). For your child to fully enjoy

this program and for the smooth running of the program, please make every effort to arrive before 9:00 am if possible, 9.30 at the latest.

Child's departure:

If possible, please try to come early enough to spend a short time with your child in the Centre before going home. This helps him or her to bridge the transition between kindergarten and home. Once again we remind parents to keep younger siblings close to them.

At the time of enrolment, you must list the names of the persons permitted to pick up your child at the Centre. Your child will only be released to those persons. If anyone other than those persons listed on the enrolment card is to pick up your child, you must inform us in advance. That person will be required to provide identification if we have not met them before.

What your child needs to bring

Please bring a 'legionnaire's style, or wide brimmed hat, sunscreen (if needed). Baseball caps are not suitable Sunsmart covering. Leave a change of clothes in your child's bag. All items are to be clearly labelled.

Each day please bring:

- q Two pieces of fruit for morning and afternoon snacks: this will be divided and shared amongst all the children.
- q A nutritious vegetarian lunch (please exclude red and white meat, eggs & **ALL NUTS**)
- q For afternoon snack dry biscuits and crackers (rice/corn etc) and raw vegies e g carrots, cucumber,.. No popcorns.
- q Due to children allergies Sunrise is a **totally NUT FREE ZONE**.

PARENTS'/GUARDIANS' RESPONSIBILITIES

Signing in/out each day

At the time of arriving each day, children must be placed into the care of a staff member and the attendance book must be signed including the expected pick up time. When picking up children the attendance book must be signed again and the departure time recorded.

Staff will only allow children to be collected by those persons nominated on the child's enrolment information sheet or by some other person officially nominated by the parent/guardian on that day (i.e. notified to staff in person, attendance book or by phone). That person should also provide identification to staff if necessary.

Parents/Guardians or another authorised person must sign in and sign out at the time of drop off and collection of child/ren. The attendance register is situated on top of the pigeonhole shelves.

Toileting

Children starting must be toilet trained, as we do not have changing facilities as per current Health Regulation.

Punctuality

To ensure that the kindergarten runs smoothly parents are asked to drop off their children before 9.00 am as this is when our morning circle commences and is an important start to the day for your child and our group.

Medication

If your child requires medication, you must fill in the medication book at the beginning of the day. A clear, specific reason for the medication must be recorded as the words 'as needed' is not legally specific enough. The clearly labelled medicine in its original container should be handed to a staff member. Labels must show child's name, dosage, how often to be given, name of medication. THIS APPLIES TO HOMEOPATHIC MEDICINES ALSO. Upon collecting your child, you should check the medication book to acknowledge that the medication has been given and to note when the last dosage was administered.

The centre is not prepared to give the first dose of the medication in case of an adverse reaction. No medication should be left in your child's bag, medication needs to be handed to staff.

Anaphylaxis

source: DHS 2006

The Centre recognises the importance of all staff responsible for the child/ren at risk of anaphylaxis undertaking training that includes preventative measures to minimise the risk of an anaphylactic reaction, recognition of signs and symptoms of anaphylaxis and emergency treatment, including administration of an EpiPen.

Staff and parents need to be made aware that it is not possible to achieve a completely allergen-free environment in any service that is open to general community. Staff should not have a false sense of security that an allergen has been eliminated from the environment. Instead the Centre recognises the need to adopt a range of procedures and risk minimisation strategies to reduce the risk of a child having an anaphylactic reaction, including strategies to minimise the presence of the allergen in the Centre.

Staff will ensure that no child who has been prescribed an EpiPen is permitted to attend the service or its programs without that EpiPen.

Centre encourages ongoing communication between parents and staff regarding the current status of child's allergies, this policy and its implementation.

All parents/guardians are asked not to send food containing specific allergens or ingredients as determined in the risk minimisation plan.

Immunization

Parents enrolling their child in the Centre must provide a written record of the immunisation progress of their child or state that they have chosen not to. There is space provided on the enrolment Form.

However, due to legal implications, the Centre will inform parents of unimmunised children that their child may, depending upon advice from the Public Health Unit, be excluded from care during outbreaks of

some infectious diseases (such as measles and whooping cough), even if their child is well. Normal fees must be paid during the period of exclusion.

Accident/injury

If an accident or injury occurs, the incident will be recorded in the accident/injury book. The incident will be explained to you and you will be requested to sign and date the entry when picking up your child.

Illness

If your child becomes ill, this will be recorded on the illness record in your child's folder. You will be required to sign and date the entry.

Excursions

Parents/guardians will be notified and asked for their written permission to include their child on excursions. Parents are welcomed and encouraged to attend with the children and are occasionally asked to provide additional assistance or transport when needed. Excursion costs are not incorporated within fees and are an additional expense.

Communication With Parents

We endeavour to maintain a policy of open communication between staff and parents regarding the children, centre activities and events and Centre policies.

Annual parents meeting

Every year a Parents meeting is held to explain the principles of our Kindergarten Program and share ideas and suggestions.

Noticeboard

A notice board near the classroom announces the weekly program and new announcements for the kindergarten, eg fund raising initiatives. Please check this regularly .

Mail pocket

A mail pocket for each child or guardian is placed near the entry where all communications can be made available eg weekly newsletter, fees envelopes, and meeting notifications. Please check this regularly and clear for important messages.

"Reflections" newsletter

Reflections of the kindergarten programme are given to parents. This is an invaluable source of information on what is currently happening in the kindergarten program, upcoming events and sharing of anecdotes on the children's experiences throughout their day.

Annual report of child's progress

This report outlines your child's developmental progress and will be made available to you at the end of November.

Appointments

Appointments can be made for more in-depth discussions about your child. The kindergarten teacher keeps a detailed record of each child's development through daily observations. You are welcome to look over these records. However, you must schedule a convenient time with our teacher. Our policy is always to have two staff members present at our opening hours.

Informal exchanges

Informal exchanges between parents and staff are welcome, however if a lengthy discussion is required we ask that you make an appointment so we do not disrupt the kindergarten program for that day.

PARENT TIPS

Food

Recognising the effect of diet on mind and behaviour as well as on the growth of the body, we encourage only healthy vegetarian foods at school. Please do not bring sweets or dyed drinks.

On special occasions, end of the year, etc., we request healthy (but still scrumptious!) foods.

Birthdays

Birthdays are special as they help each child to realise the rhythm of the year as well as being an occasion for the child to feel especially sociable and joyful. When it is your child's birthday, we welcome a cake or a treat such as biscuits or a slice (preferably a healthy type). When bringing any food to share at the centre please bring a written list of ingredients used. We especially request 'healthy' as possible!

Bring a photo of your child as a baby to show everyone how they have changed.

Clothes

Play clothes are the most appropriate to wear at Kindergarten. That is, clothes in which your child can play safely without the worry of becoming dirty or ruffled. We encourage practical neatness in the choice of clothing. Your child should also have proper clothing for the weather conditions. This includes warm clothing in winter including a jacket to put on for outdoor play and a "legionnaire's" hat that fits well in summer. Please see Sunsmart section for further information.

Shoes should also be comfortable and practical. There are many times during the day when children may or may not need their shoes. We advise shoes that are easy to remove and put back on.

Toys from home

We only allow cuddly, soft animal toys to be brought from home for rest time. Please leave other toys at home.

Your child's work

Your child's work is kept in his or her pigeonhole. Please collect it and take it home to see how and what your child is doing. We will keep some samples of your child's work for the portfolio, which parents will be able to view on request. The portfolio will be released to take home when your child leaves Sunrise.

FEES / CCB / ABSENCE / 4 YEAR OLD KINDERGARTEN YEAR

Fees

Fees are \$57.00 per day.

These fees are set by the committee of management and are subject to **change** depending on the budget.

Fees are payable for 4 weeks in advance.

A registration fee of \$50.00 is payable at the time of enrolment. This fee is non-refundable.

A bond fee of \$300.00 is payable at the time of enrolment. This fee is refundable at the end of the service.

The full day fee must be paid, even if your child does not attend for the full day.

Fees are payable monthly in advance from your start date.

There is a late fee of \$10 per week unless prior arrangements are made.

The preferred method of payment is by cheque or net banking. Fees slips provided monthly in your child's communication pocket.

No fees are payable for the four weeks that the Centre is closed during the year; (last two weeks of Dec. and first two weeks of Jan.).

Normal fees are payable for Public Holidays and holidays taken by families and for staff in-service days and preparation days.

During prolonged illness, normal fees will be paid for the first two weeks of absence. After that, fees may be negotiated with the director.

Parents/guardians wishing to relinquish part or all of their enrolled hours during the year are required to give a MINIMUM of THREE WEEKS NOTICE in writing and full fees are payable for the three week notice period.

Childcare benefit (CCB)

Childcare benefit is payable to eligible parents to assist with fees. The percentage of CCB will vary according to circumstances. If eligible for CCB the fee payer pays the difference between the benefit and the centre's fees.

Contact FAO/Centre link to claim your CCB **upon enrolment** since we can only backdate data up to **28 days**.

CCB is available through the Family Assistance Office (FAO). FAO will pay a % of the parent's fee up to \$2.96 per hour. The FAO will calculate your subsidised fee percentage. The FAO will post a copy to you and a copy to our centre.

To continue your eligibility for CCB this process needs to be repeated every 12 months or when your circumstances change. It is each family's responsibility to ensure their assessment is current. Failure to advise the FAO of a change in financial circumstances could result in recovery action being taken by the FAO.

Parents can choose weekly assistance or claim a lump sum at the end of the year. In both cases the family needs to register with FAO.

To register for CCB please telephone the FAO on ph **136150**. Sunrise Kindergarten is registered under Ananda Marga Pracaraca Samgha Ltd Preschool. You will need to advise the FAO of our service ID. This number is **555 000 669K**.

Allowable Absences

CCB is only payable for up to 30 "allowable absences" per financial year for each child across all approved long day care centres.

There is no limit however on "approved absences". Approved absences include absences for the following reasons:

- Illness with a medical certificate
- Non immunisation if there is an outbreak of immunised diseases
- Parents rostered days off

Multi Child rate of CCB

If you have another child attending an approved childcare service eg after school hours care or family day care in the same week, you are entitled to receive the multiple rate of childcare benefit. This means that your fees will be reduced. Please fill in a parents statement form available from the office.

Funding for 4 year old kindergarten year

Children who turn four years of age before 30 April of the year have one year of state government funded access to their 4-year-old kindergarten year. This funding comes direct to Sunrise from state government-Department of Human Services. Children are not eligible for this funding in the year they are three.

Funding for second year kindergarten year

Parents who feel that their child would benefit from an additional year of preschool and wish to continue to have their child at Sunrise for an extra year, need to make an application. Sunrise stresses that there are no guarantees the funding will be available, because

- In order to be eligible for this second year of funding a child must have Delayed development in two or more areas.
- Is eligible to enter school in the year he/she wishes to access a second year of preschool
- Will benefit from a second year of preschool

The application includes completion of a detailed form with support from a doctor or preschool field officer. The regional assessment team of Department of Human Services makes the decision.

A number of parents have self-funded an extra year, which costs them (see office for further details) per year in addition to their fees. The self-funded full amount is to be paid before the start of the second year kindergarten year.

HEALTH AND MEDICAL POLICIES

You must keep your child home if he or she is unwell, especially with vomiting, diarrhoea or fever, until they have recovered. If your child develops a skin rash or unusual sore, you must consult with your doctor to determine whether it is contagious or not before bringing your child to the Centre.

When there is an outbreak of a contagious illness parents will be notified on our notice board.

A child with a fever of more than 38 C should be kept at home as this indicates that the child is unwell. It is advised that the child should have a normal temperature for 24 hours and his/her activity level should have returned to normal before returning to the centre. **Please notify us before 9 a.m. if your child will be absent due to illness or absent for the day.**

If your child becomes sick while at the centre, we will contact you or the person designated by you as an emergency contact and ask that the child be picked up within half an hour. This is for the welfare of your own child and that of the others attending the Kindergarten. You will be shown a report and asked to sign.

If your child receives a minor injury at the centre, the teachers concerned will write an incident report. You will be shown the report at home time and asked to sign. The report details the event and the action taken after the injury.

Any major injury requiring medical attention will be immediately reported to you. If you are not available, those on your emergency list will be contacted. If no one can be contacted, we will contact a doctor or ambulance officer.

DENTAL CARE

The centre encourages parents to pack healthy and nutritious food for their child's lunch.

The staffs discuss with children about healthy foods and the effect sugar food has on dental health and the importance of mouth hygiene.

We encourage the children to "Sip, Swivel and Spit" with water after meals to ensure mouth hygiene.

The centre invites regularly dental health care professionals to visit and discuss dental care with children.

POLICY OF USE AND STORAGE OF DANGEROUS PRODUCTS

Sunrise follows Victorian Workcover Authority recommendations regarding storage and use of dangerous products kept in the centre eg tools, chemicals and medicines. (**See Policy Handbook**).

CHILD PROTECTION POLICY

Sunrise follows the Protocol between Child Protection and Children's Services (DHS 2004) regarding any observations of any possible abuse or neglect. (see Sunrise Policy Handbook 2006)

HEADLICE AND NITS POLICY

Sunrise recommends parents to take immediate steps if they find head lice and/or nits in their children's hair.

The staff will not check child's hair, but if the child scratches his/her hair a lot and it is evident that there are lice, the parents will be notified by phone and the child has to be picked up.

Only when a child has been treated for head lice in the past 24 hours will s/he be admitted to attend. As part of treatment is advisable to wash all bed linen etc and repeat treatment after 7 days.

AVIAN FLU POLICY

If either child's parent or any one else in the household has travelled in countries where there is an outbreak of human avian flu in the past 10 days and if there are any flu like symptoms, we recommend that medical certificate would be sought and given to the Centre.

SUNSMART POLICY

Sunrise adheres to a strict sun smart policy. Sunrise has a Sunsmart accreditation. From 1st September until 30th April children are required to wear a hat outdoors. Staffs plan activities to ensure minimal heat exposure.

Each family is expected to provide a suitable clearly labelled hat (legionnaire's style or wide brimmed, recommended) for their child to wear when out of doors. This hat is kept at the centre to ensure it is always available when required.

Please apply sunscreen to your child before they arrive at the centre and equip your child with their personal container of sunscreen (if needed). Sunrise has sunscreen to reapply in the afternoon.

Staff also wear a hat and sunscreen whilst outdoors as children learn from imitation.

Clothing should be 'Sunsmart", that is arms and legs covered as much as possible, and no 'sun dresses'.

PLEASE REMEMBER NO HAT, NO OUTDOOR PLAY

POLICY DEALING WITH COMPLAINTS

All complaints and concerns will be acknowledged and discussed first in a meeting with parent or guardian and the Director. The minutes and or documents of these meetings will be brought forward to the Management Committee Meeting. The action to the complaints and concerns will be decided in the Management Committee Meeting. This process should be prompt i.e. Done at the earliest convenience.

The parents can also report any complaints to the responsible office of
Department of Human Services

Regional Office Children's Services Advise

145 Smith Street

Fitzroy 3065

Phone: 94125333

BEHAVIOR MANAGEMENT POLICY

The policy applies to all staff, volunteers and committee members working with the children.

The kindergarten is committed to the safety and wellbeing of all children in attendance. At Sunrise all children are encouraged to behave responsibly towards each other. By promoting positive, cooperative actions by children and fostering a sense of community within our kindergarten, the result is a safe and caring environment that promotes learning, personal growth and positive self esteem.

Sunrise is committed to providing such an environment and every child, parent and staff member plays an important part in ensuring this happens.

In accordance with behaviour management principles widely employed in preschool/school environments Sunrise has a strong focus on creating a blame free zone. Use of words "blame" and 'fault" by children, teachers and parents are discouraged. This approach is paired with a focus on the consequences of any behavioural choice. All behaviour has consequences and as behaviour is chosen so are the consequences of that behaviour.

Sunrise aims to minimise unacceptable behaviour and bullying by:

- q Building awareness of the issues
- q Responding to a child's individual needs, with consideration for the age of the child.
- q Taking action to foster tolerance
- q Planned ignoring (for behaviour that is attention seeking)
- q Redirecting (substituting a positive activity for a negative activity)
- q Distraction (changing the focus of the activity or the behaviour)
- q Active listening (to determine the underlying cause of the behaviour)
- q Always separate the deed from the child.
- q Assist the children in developing strategies to deal with bullying or other inappropriate behaviour by teaching them empowering techniques and building self esteem. Listening to the individual, considering their opinion and acting on their recommendation when fair and reasonable.
- q Be vigilant in observing any incidents within the kindergarten and acting upon them promptly.

The purpose of this policy is to guide staff and parents and to ensure consistent approaches to the management of the children's behaviour at the kindergarten. It also aims to cover relevant statutory requirements as well as addressing the parent's role in the management of children's behaviour. Confidentiality is a key aspect regarding this issue.

MORE ABOUT ANANDA MARGA

The founder of Ananda Marga, PR Sarkar developed a progressive utilisation theory (PROUT) which advocates the maximum utilisation and rational distribution of all resources and potentialities of the world.

His vision is about a new humanistic social order of harmony and justice for all. For example, during his lifetime PR Sarkar started many projects such as a global plant exchange program to save and propagate thousands of plants species and sanctuaries for animals in various locations around the world.

Ananda Marga has many schools all over the world; Holland, Iceland, Albania, Finland, Jamaica, USA, Thailand, Japan, S-America, Mongolia, Russia, Taiwan, Africa, England, Australia and many more.

CONCLUSION

Parents are welcome to drop in at any time to check on their child. If the teachers observe your child having any problems or difficulty, the Director will inform you. You may be asked to come in for a meeting with the Director and the Teacher to discuss the matter. It is best for the child when the kindergarten and parents work together in overcoming problems.

The Director and Teachers are always happy to discuss any issues but for the mutual convenience, please arrange a specific time to meet.

We value your comments and suggestions.

We hope that your child's time here is a positive and enjoyable learning experience.

CHECK LIST TO BRING ON FIRST DAY

- *Enrolment Form*
- *Additional child information sheet*
- *4 year old kindergarten authorization form*
- *Immunization certificate/exemption*
- *Enrolment Fee* *\$ 50*
- *Bond* *\$300 (refundable end of service)*
- *Fees (as per discussion with Didi)*
- *Sunsmart Hat (to be kept at Sunrise)*
- *Apply Sunscreen*
- *Label all clothing, hat, lunch box, bag etc*
- *Pack Lunch and Fruit (Vegetarian, exclude **ALL NUTS** and egg)*
Suggest insulated labelled lunch box
- *Medication if applicable (handed to a staff member)*
- *Advise Childcare details to Centerlink*
- *Sign your child in, 'Sign in form', on shelf!!*
- *Change of clothes*
- *Soft toy or blanky for rest time only*

Thank You Enjoy and have fun!



Didi & Cathy