

Baringa

EARLY LEARNING CENTRE

Information Booklet



Welcome to the Acacia Family!



Our Acacia Room is home for up to 15 children, aged 1-3 years. We pride ourselves on creating a fun, nurturing and educational atmosphere.

During this time in each of your child's lives they are learning fundamental skills such as toilet training, recognition of letters and numbers, creating meaningful relationships with peers and so much more.

Our philosophy is to be role models and help guide each child's learning so they can achieve goals and milestones to the best of their abilities.

We love to engage with our families and create a home like feel to our room to enhance each child's ability to feel safe and supported.

Please see our [webpage](#) for more information, including information about your educators.



**Baringa
Policies**



**Local Area
Excursion Form**

Scan these with your phone camera to access!



Daily Routine

Below is an outline of a typical day in the Acacia Room, including time and a brief description of the usual routine. If you have any questions or suggestions please let us know.

Time	Routine
7:30am-9:00am	<p style="text-align: center;">Arrival at Baringa</p> <p>Children arrive in the Acacia Room for inside/outside play and toy exploration throughout the room with their peers from the Acacia room.</p>
9 am-9:30am	<p style="text-align: center;">Toileting/progressive nappy change.</p>
9:00am-9:45am	<p style="text-align: center;">Tidy up/Group time and Morning Tea</p> <p>Children are encouraged to join their educators to tidying up their play spaces and then enter the group time room for storytelling and singing whilst morning tea is prepared</p> <p>At 9.15am children are encouraged to wash their hands and then find a seat in the dining area. After morning tea, the children are encouraged to wash their hands and wipe their faces before transitioning to outdoor play.</p>
9.45am-11.20am	<p style="text-align: center;">Outside play</p> <p>Children are encouraged to choose what play experiences they want in their outside areas during this time. The children are also offered an experience that is derived from the program (set up inside to allow for focus).</p>
11:00am-12:00pm	<p style="text-align: center;">Toileting/progressive nappy change</p> <p>Group time - Children slowly transition to inside to take their jacket, shoes and hats off. They are then encouraged to join in with group time in the group time room and in the Acacia room (the children are split into two groups to optimise focus and learning). These group times have a literacy focus. After group time children are transitioned to wash their hands before sitting in the dining area for lunch.</p> <p>Lunch - At 11.45 children are encouraged to eat lunch and dessert. During this time, they are encouraged by the educators to engage in discussions about their day and the program focus.</p>
12:00pm-3:00pm	<p style="text-align: center;">Sleep time/Rest time</p> <p>Children transition to the sleep room and children who do not sleep are encouraged to have a 30-minute rest listening to soft music in the main room. They are then offered quiet activities.</p> <p>As children wake up they are encouraged to use the toilet and/or have their nappy changed. They then transition to indoor/outdoor play.</p>

Time	Routine
3:00pm- 3:30pm	<p style="text-align: center;">Group time and Afternoon Tea</p> <p>Children are encouraged to join their educators in the group time room for a group time that is music and movement-based whilst afternoon tea is prepared.</p> <p>At 3.15 children are encouraged to wash their hands and then find a seat in the dining area. After afternoon tea children are encouraged to wash their hands and wipe their faces before transitioning to an experience.</p>
3:30pm- 4:30pm	<p style="text-align: center;">Indoor/Outdoor play</p> <p>During this time, the children are offered an experience that is derived from the program.</p>
4:00pm- 4:30pm	<p style="text-align: center;">Toileting/progressive nappy change</p>
4:30pm- 4:45pm	<p style="text-align: center;">Pack-up backyard</p> <p>Children are encouraged to pack away toys in the yard and then slowly transitioned inside to wash their hands and have a late afternoon snack.</p>
4:45pm- 5:00pm	<p style="text-align: center;">Afternoon vegetables</p> <p>Children are offered a mixed vegetable snack during this time.</p>
5:00pm- 6:00pm	<p style="text-align: center;">Inside play</p> <p>During this time, the children are also offered an experience that is derived from the program.</p>
6:00pm	<p style="text-align: center;">Centre Closes</p>

Forms for completion

There are some forms available on the [Baringa website](#) that we ask you to complete:

1. Child Information Sheet
2. Local Area Excursion Form
3. Collection Authorisations (if required)
 - a. One-off collection form
 - b. On-going collection authorisation (online via My Family Lounge)

Please drop your completed forms to an educator, or at the Baringa Office (or email admin@baringa.org.au) at your earliest convenience.

Final Words

We are so excited to welcome you to the Acacia Family. We hope that this booklet will help your family with the transition to your new room. Please don't hesitate to chat to one of our educators, or call 6258 8891, email admin@baringa.org.au or drop in to the Baringa Office with any questions or concerns.