

# MONTHLY FAMILY FACTSHEET

August 2018 – Balance Early Education

## Website of the Month – [www.letsread.com.au/Home](http://www.letsread.com.au/Home)

Reading is a really important part of your child's development. **Let's Read** supports families to share words, rhymes, songs, books and stories with their children anywhere, anytime. This site includes lots of great tips and free downloads including tip sheets, suggested books for each age group and even colouring-in sheets. Visit for great ideas and start reading today! [FREE DOWNLOADS](#)



## Reflective Practice

Under the National Quality Standards, our educators will be required to undertake critical reflection across all 7 quality areas. *“When educators strive to assess and understand the impact of their practice, they are engaging in reflective practice. Reflective practice is about learning from ordinary and interesting situations and from the issues and problems that are part of educators’ daily experiences. It is a critical examination of not only what happened but why. By deconstructing or ‘pulling apart’ experiences and critically examining each aspect, educators can gather information to guide their decision making about what should be repeated or extended and what might be changed. Through this process, educators can enrich children’s learning, build their own knowledge and skills and affirm and challenge their colleagues.”* (Quality Area 1 Information Sheet ACECQA Feb 2018)

**Focus on Policies to Support Quality**



## Medication

If your child requires medication, please firstly consider if they are well enough to attend care and fully participate in our program. Medication cannot be administered unless it is recorded on the Medication Record Form. This must include specific details including the last time it was administered before attending care. All medications must be in the original container and have a chemist label for your child. Expired medication, or medication belonging to another family member, will not be administered. In an emergency situation, verbal authorisation maybe provided by a parent or person named on the enrolment record as authorised to consent to the administration of medication or from a registered medical practitioner or medical emergency service. Our service will have a clear Medication Policy to support families and educators to ensure the safe administration of medication to children.

For more information visit

[STARTING BLOCKS](#)



Or

[ACECQA](#)



## Focus on Quality Area 4 – Staffing Arrangements

*“Quality Area 4 of the National Quality Standard focuses on the provision of qualified and experienced educators who develop warm, respectful relationships with children, create predictable environments and encourage children’s active engagement in the learning program. A collaborative and ethical culture where professional standards guide all aspects of practice is critical to a quality service.”*

(Guide to the National Quality Framework 2018)

**Quality Area 4** has two standards that focus on the organisation and professionalism of educators, staff and management:

- Staffing Arrangements
- Professionalism

**Our educators will be guided by our service philosophy and the Code of Ethics.**

## Poisons Information

Poisoning is one of the leading causes of injury to children under five years, and children are often poisoned by common household chemicals, cleaners and medicines. You can make your child's environment safer by locking away or removing potential poisons. For a range of tips to keep your children safe at home download the FREE [“Parent’s Guide to Kidsafe Homes”](#) published by Kidsafe, or visit [The Raising Children Network](#) for more info.

**If you or a child in your care might have swallowed something poisonous, immediately take the container and the child to the phone and call the Poisons Information Centre on 131 126 for first aid advice – 24hrs a day, 7 days a week, Australia wide.**

We trust the information provided in this factsheet supports you in your parenting role. All care was taken to ensure that information was correct at the time of production. The service and author accept no responsibility for information which may be incorrect or inaccurate. Information in this factsheet or related websites do not necessarily reflect the views of our service, owners, educators or staff. Your individual circumstances should be considered in relation to each topic.

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