



Hahndorf

primary school | preschool

Building Respectful Relationships, Rigour in Learning and Resilience For Life

# QUALITY IMPROVEMENT PLAN

2016 DRAFT

## Service Details

Service name	Service approval number
Hahndorf Preschool	
Primary contact at service	
Kerry Docking	
Physical location of service	Physical location contact details
Street: 12 Church St	Telephone: 83887058
Suburb: Hahndorf	Mobile:
State/territory: South Australia	Fax: 83887928
Postcode: 5251	Email: <a href="mailto:dl.0163_info@schools.sa.edu.au">dl.0163_info@schools.sa.edu.au</a>
Approved Provider	Nominated Supervisor
Primary contact: Alison McLeod- Bean	Name: Kerry Docking
Telephone: 83887058	Telephone: 83887058
Mobile:	Fax: 83887928
Fax: 83887928	Email: Kerry. Docking854@schools.sa.edu.au
Email: Alison.McLeodBean115@schools.sa.edu.au	
Postal address (if different to physical location of service)	
Street:	
Suburb:	
State/territory:	
Postcode:	

## Operating Hours – MULTISITE SERVICE

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
<b>OPENING TIMES</b>	8.15	8.15	8.15	8.15	8.15	CLOSED	CLOSED
<b>CLOSING TIMES</b>	16.00	16.00	16.00	16.00	16.00	CLOSED	CLOSED

## ADDITIONAL INFORMATION

- We are a school based preschool open during SA School Terms.
- We operate within a 5 day week .
- Pupil free and school closure days are nominated by the Governing Council.
- Some staff work across in both the preschool and school.
- Children are grouped vertically.
- We operate with in a DECD school based Preschool funding model which either includes 1.4 or 1.0 teacher and 0.8 fte SSO , plus very limited administration time less than one hour per week. In comparison with a stand alone Preschool which would receive 1.0 Director, 1.0 Teacher plus 0.5 ECW.

Kerry Docking is the site Principal and is responsible for submitting the Quality Improvement Plan.

## QUALITY AREA 1

STRENGTHS	KEY IMPROVEMENTS – <i>Standard/ element</i> – Identified Issue
<p>Based on our National Quality Standard Assessment and Rating Report (18/07/2015)</p> <p>We exceeded in: all areas of Quality Area 1</p>	<p><b>1.1.4 The documentation about each child’s program and progress is available to families.</b> Based on parent surveys the communication of children’s program and progress has been identified as an area for improvement</p> <p><b>1.1.1 Curriculum decision making contributes to each child’s learning and development outcome in relation to their identity, connection with community, wellbeing, confidence as learners and effectiveness as communicators.</b> In particular in the area of numeracy ( as Linked to Partnership direction)</p>

## IMPROVEMENT PLAN - Quality Area 1

Standard/ Outcomes	Priority	Steps to achieve outcome	Success measure	By when?	Progress Notes We have achieved:
1.1.1.	H	<p>Staff training and development</p> <ul style="list-style-type: none"> <li>- Linking Numeracy Indications to AC Foundation and Capacities</li> <li>- Utilising and accessing Result Plus resources</li> <li>- Trail an action research linked to planning cyclic model</li> </ul> <p>Visiting other preschool</p> <ul style="list-style-type: none"> <li>- Investigate mathematical language</li> <li>- Tracking children’s outcomes</li> <li>- Developing a proforma and trailing</li> <li>- Investigating and developing links to Nature Play and Active learning environment</li> <li>- Purchasing option mathematical resources</li> </ul>	<p>Evident in day to day learning programs</p> <p>Staff attend training</p> <p>Documentation of programme and reflective notes</p>	End by 2017	<p>3 sessions - Deb Lassock – Numeracy Indicators</p> <p>Niki Buchan – Nature Play and Numeracy</p> <p>Attending all Partnership Training available</p> <p>Purchase appro resources</p> <p>Children observation reflecting numeracy indicators</p> <p>Program reflects numeracy indicators</p>
1.1.4	H	<p>Formal interviews offered in Term 2</p> <p>Facebook page develop</p> <p>Digital Photo display</p> <p>Floor book available for parents</p> <p>Displays in preschool informative</p> <p>Newsletter email</p> <p>Parent email link re events</p> <p>Ongoing white board</p> <p>Skoolbag</p> <p>Child learning committees parents emailed and involved in process.</p> <p>Informal</p> <p>Review summative Reports</p> <p>Persona Books</p>	<ul style="list-style-type: none"> <li>• Implementation of all outcomes achieved</li> <li>• 90% parent highly satisfied on parent survey result</li> </ul> <p><i>I receive helpful information about my child’s progress and achievement</i></p> <ul style="list-style-type: none"> <li>• 65% - Strongly agree</li> <li>• 20% - Agree</li> <li>• 10% - Neutral</li> <li>• 5% - Disagree</li> </ul> <p>100% of parenting attending interviews</p>	2017	<p>Formal Facebook Digital Photo display</p> <p>Floor book</p> <p>Displays</p> <p>Newsletter email</p> <p>Parent email link re events</p> <p>Ongoing white board</p> <p>Child learning committees parents emailed and involved in process.</p> <p>Informal</p>

## QUALITY AREA 2

STRENGTHS	KEY IMPROVEMENTS – <i>Standard/ element</i> – Identified Issue
<p>Based on our National Quality Standard Assessment and Rating Report (18/07/2015)</p> <p>We met: 2.1, 2.3</p> <p>We exceeded in: 2.2</p>	<p><b>2.1.1 Each child's health needs are supported</b> Based on Assessment feedback - ensuring child's comfort and opportunities for rest. Clarity of role of school admin area and preschool re: health plans</p> <p><b>2.3.1 Each child is adequately supervised at all times</b> In light of layout of preschool</p> <p>2.</p>

## IMPROVEMENT PLAN - Quality Area 2

Standard/ Outcomes	Priority	Steps to achieve outcome	Success measure	By when?	Progress Notes
2.1.2 2.1.3	M	Provide each child with individual pillow and blanket – which parents laundrer children able to bring a comfort toy Identifying children who need to rest and providing adequate provision for this Individual conversation with parents Need to ensure Communicated to TRTs	Strategies in place Children comfortable and resting	T 4 2016	
2.3.1		In acknowledgement that we do not have a purpose built preschool: Regular audits All risk assessment documentation in place	Strategies in place	2016	-
		Educators, Co-ordinators Review child protection policy <i>Induction of a new staff member</i> -	•		-

## QUALITY AREA 3

STRENGTHS	KEY IMPROVEMENTS – <i>Standard/ element</i> – Identified Issue
<p>Based on our National Quality Standard Assessment and Rating Report (18/07/2015)</p> <p>We met: 3.1, 3.2. 3.3</p>	<p><b>3.1.2. Premises, furniture and equipment are safe, clean and well maintained</b></p> <p><b>3.3.2 Children are supported to become environmentally responsible and show respect for the environment This is a strength and needs to continue in light of new staff team</b> Develop a Environmental and Sustainability Strategy.</p>

## IMPROVEMENT PLAN - Quality Area 3

Standard/ Outcomes we seek	Priority (L/M/H)	Steps to achieve outcome	Success measure	By when?	Progress Notes
<p><b>3.1.2 Premises, furniture and equipment are safe, clean and well maintained</b></p>	H	<p>Ongoing Audits using “Safe Play Hazard Checklist”</p> <ul style="list-style-type: none"> <li>• Review and purchase new furniture which is easier to maintain</li> <li>• Review and remove equipment surplus to needs</li> <li>• Removed board from windows and redesigned learning space</li> </ul>	All implemented	T1 2016	
<p><b>3.2 The environment is inclusive, promotes competence, independent exploration and learning through play</b></p>	M	<p>Regular working Redesigned outdoor paly area:</p> <ul style="list-style-type: none"> <li>- Created levelled grassed area</li> <li>- Created a sensory area – plus path/ garden</li> <li>- Bridge</li> <li>- Developing a green house</li> <li>- Outdoor kitchen</li> <li>- Redeveloping sand pit</li> <li>- Review out door storage</li> <li>- Gate signage</li> <li>- Soft fall review</li> <li>- Outdoor blinds update</li> <li>- Isolation taps</li> <li>- Cleaning shade sail</li> </ul>	All implemented	Mid 2017	

## QUALITY AREA 4

STRENGTHS	KEY IMPROVEMENTS
<p>Based on our National Quality Standard Assessment and Rating Report (18/07/2015)</p> <p>We met: 4.1 We exceeded in:4.2</p>	<p>4.1</p>

## IMPROVEMENT PLAN - Quality Area 4

Standard/ Outcomes we seek	Priority (L/M/H)	Steps to achieve outcome	Success measure	By when?	Progress Notes
41.		Maintain ratios within DECD funding and staffing			2014

## QUALITY AREA 5

STRENGTHS	KEY IMPROVEMENTS
<p data-bbox="73 268 987 331"><b>Based on our National Quality Standard Assessment and Rating Report (18/07/2015)</b></p> <p data-bbox="73 360 595 392"><b>We exceeded in all Area in Quality Area 5</b></p>	<p data-bbox="1010 268 1317 300">No improvement required</p>



## QUALITY AREA 6

STRENGTHS	KEY IMPROVEMENTS
Met the following areas; 6.1 6.3 Exceeding in 6.2	

## IMPROVEMENT PLAN - Quality Area 6

Standard/ Outcomes we seek	Priority (L/M/H)	Steps to achieve outcome	Success measure	By when?	Progress Notes
<b>6.1 Respective an supportive relationships with families are developed and maintained</b>	M	Review orientation processes: - Better utilise play group session as transition into preschool - Develop in information booklets for transition points Attending HECL transition meetin s	Implement strategies	2016	
<b>6.3.</b>	M	<ul style="list-style-type: none"> <li>• school receives summative report</li> <li>• Discussion with future teachers.</li> <li>• Linking with zebra kids re children who are attending both services ie attending Library –email links</li> <li>• Reviewed Transition programmes and links to school                school assemblies                Buddy classes                German lessons music lessons                Siblings visit preschool                Regular visits to school garden and yard</li> </ul>			

## QUALITY AREA 7

STRENGTHS	KEY IMPROVEMENTS
We met 7.2 7.3 We exceeded 7.1	7.1

## IMPROVEMENT PLAN - Quality Area 7

Standard/ Outcomes we seek	Priority (L/M/H)	Steps to achieve outcome	Success measure	By when?	Progress Notes
7.2.2 The performance of educators, co-ordinators and staff members is evaluated and individual development plans are in place to support performance improvement	M	<ul style="list-style-type: none"> <li>• Team meetings implemented</li> <li>• Performance meeting for SSOs with line manager planned</li> <li>• Performance plans for SSOs developed</li> <li>• Reviewed on a regular basis</li> </ul>	Performance management is embedded to preschool practice  Staff develop prof portfolios		

**Signed – Principal  
Name**

**Date:**

**Signed – Governing Council Chair  
Name**

**Date:**