



Woolooware Outside School Hours Care

(02) 9523 9971
34 Wills Road, Woolooware, 2230
info@woshc.com
accounts@woshc.com

WRITTEN PROGRAMS POLICY

POLICY STATEMENT:

We aim to develop and implement a balanced program that is stimulating, interesting and exciting, which allows opportunities for children to play, explore and develop new skills and is appropriate to the developmental and leisure needs of all children. Our Centre's program will be based on the "My Time, Our Place" Framework and reflect the cultural diversity of today's society. Children and parents are encouraged to be actively involved in the planning, implementation, and evaluation of the program.

CONSIDERATIONS

Education and Care Services National Regulations – R56, R73, R74, R75, R76, R123, R168

National Quality Standard – 1.1.1, 1.2, 1.2.1, 1.2.2, 2.1.3, 2.2.1, 4.1.1, 4.2.2, 6.1.1, 6.1.3, 7.1.2, 7.1.3, 7.2.1

My Time Our Place: LO. 1, LO. 3, LO. 4

Other Service policies/documentation – WOSHC Philosophy, Hours of Operation Policy, Priority of Access Policy, WOSHC Philosophy, New Children Orientation, Dropping off and Picking Up Policy, Maintenance of Records Policy, Homework Policy, Witten Programs Policy, Child Management Policy, Staff Orientation and Induction Policy, Child Protection Policy.

PROCEDURES:

The Educational Leader will be responsible for the programming cycle. Educators and children will work in collaboration to develop a child centred program. The program will reflect the philosophy of the Centre and meets the social, physical, recreational, intellectual, creative, and emotional developmental needs of the children attending.

Programs will be developed for all aspects of the Centre, before school and after school.

The education program will explore the concepts of Belonging, Being and Becoming and will work on developing the key outcomes of all children:

- The child will have a strong sense of identity
- The child will be connected with and contribute to his or her own world
- The child will have a strong sense of wellbeing
- The child will be a confident and involved learner
- The child will be an effective communicator.



Woolooware Outside School Hours Care

(02) 9523 9971
34 Wills Road, Woolooware, 2230
info@woshc.com
accounts@woshc.com
www.woshc.com

The Centre will use the following Principles in developing the Educational Program:

- Secure, respectful, and reciprocal relationships
- Partnerships with Families
- High expectations and equity
- Respect for diversity
- Ongoing learning and reflective practice
- Emotional wellbeing of the children

Educators will use varying pedagogical practices to promote children's learning by:

- Adopting holistic approaches
- Collaborating with children
- Planning and implementing play and leisure activities
- Acting with intentionality
- Creating physical and social school age care environments that have a positive impact on children's development, wellbeing, and community building
- Valuing the cultural and social contexts of children and their families
- Providing for continuity in experiences and enabling children to have a successful transition
- Using reflection processes and documentation about children's wellbeing and learning to inform and evaluate programs and to support children in achieving outcomes.

In order to achieve these outcomes, the written program will:

- Promote the importance of play
- Maintain the dignity and rights of each child at all times
- Respect the cultural and language diversity of the local and wider community.
- Foster friendships
- Consider individual and group interests, skills, needs, talents, and abilities.
- Encourage cooperative and responsible behaviour
- Foster independence, self-help skills and problem-solving skills
- Provide an environment to develop self-reliance and foster self-esteem
- Allow opportunities to explore and develop new skills through stimulating, exciting and interesting activities.
- Consider all developmental areas
- Provide variation in indoor/outdoor activities
- Provide variation in quiet/active activities
- Provide variation in structured/unstructured activities
- Consider the varying age ranges of the children within the service
- Provide variety and choice
- Provide positive examples and direction to allow children to develop self-discipline skills



Woolooware Outside School Hours Care

(02) 9523 9971

34 Wills Road, Woolooware, 2230

info@woshc.com

accounts@woshc.com

www.woshc.com

- Assist children in appreciating and caring for each other and their surroundings.
- Make children feel valued and welcomed in their surroundings.
- Encouraging the children to express themselves and their opinions
- Promote physical activity
- Provide creative experiences

The written program will be prepared for each day and put on display for children and families to view (as per Regulation 75).

Where educators see fit, they may post-plan to allow the children to develop their own interests and skills. Where a decision has been made to post-plan, educators will ensure this is written up in the appropriate manner.

Training in children's programming and activities will constitute part of educator's development and be included as an item in the Centre's budget each year.

Children and parents are encouraged to incorporate their views, ideas, and specific interests into the program through both verbal and/or written communication. Educators will encourage feedback and input from children and parents in relation to the program. This may be done verbally, through the newsletter or in the Parent Handbook.

Educators will regularly talk to parents concerning their child's interests and activities and respond to parents' suggestions, requirements, and expectations.

Children will be encouraged to be actively involved in the planning, implementation, and evaluation of the program through group discussions, individual conversations, and children's meetings.

Each child's progress in their learning and development will be assessed and taken under consideration when planning, implementing, documenting, and evaluating written programs.

Documentation will be taken of each individual child in the service to adequately evaluate their wellbeing, development, and learning (Reg. 74(1)(b)). This will be prepared in such a way that it is readily understandable to the parents and families as well as the educators in the Centre. Families will be presented with a copy of the documentation in respect to their child as requested (Reg. 76). This information will be presented so that it explains the child's participation in the Centre's educational program. Information about the content and operation of the educational program will be readily available to parents, displayed at the Centre at all times.

DATE ENDORSED: April 26, 2021

DATE FOR REVIEW AND EVALUATION: April 26, 2023