



## Assessment and Reporting Policy

At Morphett Vale East Kindergarten our curriculum is based on a number of required documents including:

- the EARLY YEARS LEARNING FRAMEWORK
- Keeping safe Child Protection Curriculum
- Respect Reflect Relate

These documents inform the way we program, monitor, review and report.

### Ongoing strategies

Information about each child will be collected and reviewed by all staff through:

- Staff debriefing at the end of each day and at staff meetings.
- Observations
- Examples of your child's work which is kept in their learning folder. (Parents and children are welcome to look at their child's profile book at ANY time).
- Learning Stories - some of these will be displayed in our Floor Book, others will be placed directly into their profile folder. You will be notified when you receive a new learning story in your child's folder via the parent pigeon hole.
- Informal chats with parents throughout your child's kindergarten time. The staff have an open door policy and parents are welcome to talk to staff at any time.
- Staff offer a formal interview with parents at the end of your child's first term of kindy and also during term 4.
- Meetings occur with Morphett Vale East Primary School with the leadership team and or JP teachers to ensure a smooth transition to school.

### First Term of Kindergarten

Children are entitled to access four terms of preschool in the year before they start school. There is one intake at the beginning of each year for children who turn four years of age **before** 1 May.

At the conclusion of your child's first full-time term of kindergarten an initial review of their development and progress will be completed. Also in this term an Individual Learning Plan is devised specifically for your child. This focuses on your child's strengths, interests and any areas of need.

This can be reviewed with either the Director or Teacher at a short fifteen-minute chat at a mutually convenient time. Your input is an important part of this process.

## **Final Term of Kindergarten**

In your child's final term of kindergarten staff will review your child's progress. This will be collated in your child's final report. Parents are given a copy to read, sign and return to staff. If permission is granted a copy will be forwarded to the school your child will be attending. You will be given a copy to keep after this process is finalised.

At your child's final kindergarten session your child will be presented with their Learning Folder and a certificate.

This policy was endorsed by the Governing Council on:

Date : .....11/5/12.....

Chairperson : .....Karina Carlisle.....

Director : .....Kerri Willmott.....

Policy was reviewed

Date : .....19/6/15.....

Chairperson : .....Renee Henley .....

Director : .....Kerri Willmott.....