

Aims of Pre-School Work

A KINDERGARTEN...

1. Is of value to the child, the home, and the community.
2. Provides specially designed and safe equipment and furniture in an approved building with adequate outdoor playing space.
3. Provides an environment in which children may feel secure and have opportunity to grow at their own rate of development.
4. Safeguards health of children.
5. Provides opportunities for happy social adjustment.
6. Provides stimulating experiences for social, mental and physical growth.
7. Provides opportunities for good habit development.
8. Provides opportunities for development of children's creative abilities.

PARENT-TEACHER CO-OPERATION

The teachers in Kindergartens are specially trained to understand and guide children during the impressionable and important years.

Parents are encouraged to co-operate with teachers in planning for and satisfying the needs of individual children.

Parents are encouraged to discuss with teachers problems and matters affecting their own families and attend group meetings arranged regularly for discussion of subjects relating to family life.

CONDITIONS OF AFFILIATION

The Free Kindergarten Union may accept applications from committees of Kindergartens for affiliation under the following conditions laid down by the Council of the Union:—

1. A favourable report on the site, building, equipment and programme planned for a specified number of children must be received by the Executive Committee from the Education Committee of the Union, who will be advised by the Director of Pre-School Activities.

2. No change in the general policy of the Kindergarten may be made without consultation with the Director of Pre-School Activities and the Education Committee of the Union, who will report to the Executive Committee.

3. A Director approved by the Education Committee must be in charge. If space permits for a second group to be enrolled, a qualified assistant, approved by the Education Committee, must be appointed. The committee must be responsible for securing regular voluntary or non-professional paid help adequate to ensure that proper guidance and care can be given to the children. There should be a minimum of two adults for any group, however small, to ensure that any emergency situation can be handled without leaving the group unsupervised.

4. All qualified members of staff must be paid according to the "Determination of the Kindergarten Teachers' Board."

5. The committee must notify professional staff vacancies to the Secretary of the Union, and must make appointments in accordance with the procedure laid down by the Education Committee.

6. The religious instruction given to the children must be undenominational, and no denominational or political propaganda may be undertaken with parents.

7. The general standard of the educational work must be in accordance with the standards approved by the Education Committee of the Union.

8. The committee shall elect two members of the committee to be representatives on the Council of the Free Kindergarten Union.

9. Payment of an annual affiliation fee, due on 1st July, shall be made to the Union. Centres affiliated during the year shall pay such fee on a pro rata basis.

10. Annual Reports and Balance Sheets must be sent to the Free Kindergarten Union office immediately following the Annual Meeting.

11. An audited statement of receipts and expenditure for 12 months to 31st March must be forwarded to the Union office not later than July of each year. All cheques drawn on the bank account shall be signed by not less than three signatories authorised to sign on behalf of the Kindergarten Committee.

12. Under conditions of Government subsidy no fixed fees may be charged for children attending a Free Kindergarten, but parents of children are invited to make voluntary and regular contributions.

13. Maintenance of a Kindergarten shall be the ultimate responsibility of the local committee.

Our Children need Your Help



FREE KINDERGARTEN UNION OF VICTORIA

358 COLLINS STREET, MELBOURNE

Telephone: MY 1214

The Union is entirely dependent
upon voluntary giving.

The Union is the pioneer body in the Pre-School field in Victoria, having been formed in 1908.

Through the intervening years it has served the community in general, the Pre-School Children, and its affiliated Kindergartens in an ever-increasing number of ways.

What the Union Does . . .

1. FOR THE COMMUNITY IN GENERAL:

Informs the public regarding the value of pre-school work.

Provides speakers at public meetings.

Answers enquiries from members of the public seeking information on pre-school work.

In 1916 it established a course of training for Kindergarten teachers, and in 1922 acquired the present Kindergarten Training College building situated at 4 Madden Grove, Kew.

2. FOR ITS AFFILIATED KINDERGARTENS:

Has headquarters in the city for its affiliated Kindergartens.

Advises groups wishing to form committees to establish Kindergartens.

Advises committees regarding choice of sites, planning of buildings, and equipping of same.

Advises committees regarding relieving staff.

Advertises for trained staff.



Paint is one of the many creative materials with which children may experimnt and express their feelings and ideas.

Recommends staff appointments to committees, with special consideration to the abilities of teachers and the particular needs of the individual Kindergarten.

Provides Supervisors to ensure maintenance of standards in its affiliated centres, and advises committees and staff regarding type of programme most suited to particular needs of children and district, and other matters relating to the general work of the Kindergarten.

Provides a trained Social Worker to advise in special problems affecting Kindergarten families.

Provides an Honorary Medical Officer, and distributes certain medical supplies.

Has affiliated Holiday Kindergartens conducted by the Graduates' Association of the Kindergarten Training College.

Distributes grants, bequests, etc., and gifts in kind.

Makes quarterly application for, and distributes Government subsidy. (The Union was responsible for the establishment of the original Government subsidy.)

Salaries: Advises committee of Salary Award rates, taxation deductions, and cost of living adjustments.

Group Taxation Scheme: Taxation records and monthly return to Taxation Department are made for all Kindergarten staffs.

The Union, on behalf of its affiliated centres, is a member organisation of the Australian Pre-School Association.

Distributes Parents' News Sheet and other publications.

Provides necessary printed forms for Kindergartens.