The Improvement Process
Keith War Memorial Community Kindergarten and Childcare Centre is a community based children’s service that operates under the umbrella of the Department for Education and Child Development. The Centre provides Childcare, Preschool and Out of Hours School Care programs for children from birth to age 12.

All early childhood and care services within Australian are assessed under the National Quality Standards, coordinated by ACEQUA (http://acecqua.gov.au)

To ensure that Keith War Memorial Community Kindergarten and Childcare Centre meets or exceeds these standards, the Keith staff and Governing Council are engaged in continuous improvement to provide high quality care and education in for Keith and surrounding districts.

Each year the staff and Governing Council review progress against the targets set within the Quality Improvement Plan. Strengths and achievements are celebrated and new priorities are gathered and included to ensure ongoing improvement.

Ways that you can support improvement at Keith War Memorial Community Kindergarten and Childcare Centre:

- Provide feedback via the annual Preschool Parent Opinion survey
- Provide feedback via the annual Childcare parent survey
- Join the Keith War Memorial Community Kindergarten and Childcare Centre Governing Council or one of the sub committees (finance, policy, staffing, indoor /outdoor environment)
- Respond to educator’s comments contained in your child’s profile book and summative reports
- Ask to read a more detailed copy of the Quality Improvement Plan held at the centre
- Attend centre events to help build a stronger sense of community collaboration
- Discuss concerns and issues the Director, Asha Crozier. If you don’t feel that your concern has been listened to, talk with the Governing Council appointed Grievance Officer Sally Hedges or consult DECD Regional Office on 08 8724 5300. If you feel there still hasn’t been a resolution, you can contact the DECD Parent Complaints Unit on 1800 677 435.
Our Quality Improvement Plan will concentrate on ‘Developing Shared Understandings between Kindy and Childcare in relation to pedagogy, assessment, documentation and reflective practice’. Strategies for this improvement are detailed under each of the National Quality Areas.

**Quality Area 1: Educational Program and Practice**
- All programming linked to Priority Learning Areas and Regional Improvement Plan
- Increased emphasis on children’s agency within the program
- Develop a whole site agreement in relation to assessment, documentation and reporting
- Develop systems to demonstrate how teaching practice responds to children’s ideas and play
- Children and Educators engaged in high quality learning

**Quality Area 2: Children’s Health and Safety**
- Develop new system for managing children’s health needs across all services ensuring safe and thorough plans and processes
- Promote nutritious eating and drinking (including food from site garden)

**Quality Area 3: Physical Environment**
- Investigate ways and collect evidence of ways the service can become more sustainable.
- Efficient storage and location of resources to support engaging play both indoors and outdoors.

**Quality Area 4: Staffing Arrangements**
- All staff working towards minimum of Certificate 3 and then continuing on to Diploma
- Establish a staff team where all staff members work collaboratively and articulate agreed professional standards.
- Educational programs based on current Early Childhood research, that matches learner needs

**Quality Area 5: Relationships with Children**
- Update behaviour management plan to reflect new service and the varying age of children now attending the service
- Educators continuing to extend skills and training in relation to building positive interactions among children.

**Quality Area 6: Collaborative Partnerships with Families and Communities**
- Early Childhood Numeracy understandings to be explored and documented with Keith Area School
- Develop scheduled opportunities for families and the community to be involved in the service

**Quality Area 7: Leadership and Service Management**
- Agreed whole site expectations for performance development conducted by line managers and supported by all staff
- Develop new system for enrolment process across all services ensuring safe and thorough enrolment and OHS&W practices and processes
- Develop in consultation with DECD Governing Council, Management Committee and DECD shared provider agreement.