

WEEKLY NEWSLETTER

TERM 4 WEEK 1



CONTACT US

E: brookfield@helpinghandsnetwork.com.au

P: 0492 450 427

OUR TEAM



IN THIS WEEKS NEWSLETTER

Road Safety

General Reminders and Notices (scroll down to see!)

Philosophy

UPDATED AFTERNOON ROUTINES

We'll continue with our new afternoon routine introduced late last term:

- **Junior group (Prep-Year 2):** Junior playground and oval area closest to the OSHC room
- **Senior group (Years 3-6):** Bottom oval and senior playground area

We'll start with roll call and afternoon tea together, then move into our group areas from 3:45-5:00pm. Children still at the service at 5:30pm will come together again for late snack and shared time.

GENERAL NOTICES

MISS EMILY ON LEAVE

Miss Emily will be on leave from November 2nd for three weeks while she completes her teaching practicum. We wish her all the best with this exciting part of her studies and look forward to welcoming her back afterwards.

LOST PROPERTY

Lost Property is getting very full again, please have a look and see if any of these items belong to your child!

HHQ BOOKINGS AND 2026 BOOKINGS OPEN

Want to prepare and be organised for next year and tick something else off the To Do List?

Holiday HQ and 2026 Bookings can be made via Kidsoft!

Our numbers have been hitting capacity pretty quickly so getting in early secures your child spot!

OUR UPDATED PHILOSOPHY

BROOKFIELD

HELPING HANDS



"A place where everyone belongs and feels heard"



ACKNOWLEDGMENT TO COUNTRY

We acknowledge the Turrbal people, the Traditional Custodians of the land on which we learn and play. We pay our respects to Elders past, present and emerging, and extend this respect to all Aboriginal and Torres Strait Islander peoples.



OUR MISSION

At Brookfield Helping Hands, our mission is to create a safe, flexible, and nurturing environment where every child feels a true sense of belonging. We build strong partnerships with families, the school, and the wider community while empowering children to grow, share their voices, make choices, and thrive.

OUR PHILOSOPHY

We believe every child, family, and educator belongs. Relationships are at the heart of what we do. They shape how we connect, play, learn, and grow together.

Children's voices are central to our program. We listen deeply, value their ideas, and create opportunities for children to contribute meaningfully to their learning and experiences.

We offer flexible, engaging experiences that reflect children's interests and encourage responsibility, autonomy, and joy. Together with families and our school, we nurture confident, respectful, and resilient learners who carry their sense of belonging into all areas of life.

OUR VALUES

BELONGING & COMMUNITY:

We are a welcoming place where every child, family, and educator feels connected, supported, and part of something bigger.

VOICE AND CHOICE

We value children's voices, ideas, and decisions, empowering them to shape their experiences..

RESPECT AND KINDNESS:

We celebrate differences, encourage empathy, and build relationships based on trust and care.

GROWTH AND RESPONSIBILITY

We support children to be independent, confident, and responsible while guiding them to make positive choices.

SAFETY & WELLBEING:

We create a safe, nurturing environment where children can explore, take positive risks, and flourish in body and mind.

CURIOSITY AND JOY

We inspire creativity, exploration, and a love of learning, celebrating achievements big and small..

SUPERVISE, SEPARATE & SEE

The Facts:

- Most driveway run-overs occur in the driveways of the child's own home, as it is a shared or restricted driveway. The driver is usually a parent, relative or family friend.

In 45% of cases, the driver does not realise that a child is close to the vehicle they think they are

- being looked after elsewhere.

Twelve usually involve children under the age of 5, most often, children around 2 years of age.

- All cars have a blind spot - some go to more than 15 metres which can make it difficult to see a child.
- Any vehicle can be involved in a driveway run-over. The most common are 4WDs, utes, trucks and cars.
- Most driveway run-overs occur in the morning (between 8am-12pm) and late afternoon (between 4pm and 6pm).

Statistics

Driveway run-overs of children are becoming increasingly common. These incidents have a devastating effect on families, particularly when the driver is a family member or friend.

Children are unpredictable. They are naturally inquisitive, so will be being increasingly quiet and mobile. They stand up, together with the large blind spots behind most cars, means that children standing or sleeping behind the vehicle often cannot be seen from the driver's seat. Even if the vehicle is fitted with parking sensors or a reversing camera, children may not be noticed until it is too late to stop. Often, a young child follows an adult vehicle in very close proximity or is seen when they are doing, then moves behind the vehicle and isn't seen until it is too late.

The information in this fact sheet

provides a number of key tips to make sure you do prevent driveway run-overs.



Supervise Your

SUPERVISE

- There have young children close to play, especially near parked or moving vehicles.
- If there is only one child at home and there is a road to reach the vehicle, even for a small distance, ensure young children are placed securely in the vehicle until the vehicle is being moved.
- Any children not in the vehicle should be kept well away and actively supervised by an adult who is holding their hand, to ensure a clear passage for the vehicle to move.

SEPARATE

- Think the driveway like a road. Do not let children use the driveway as a play area.
- Separate children's play areas from garages and driveways. Drive design features that can prevent children accessing the driveway include fitting high handles to garage doors, fences separating the house and garden from the driveway, and soft change doors and gates.
- On farms, in addition to providing a barrier between the farmhouse and the driveway, a second inaccessible driveway can be built for farm vehicles.

SEE

- All vehicles have blind spots. Reversing sensors and cameras can assist with reducing blind spots, however, even when these are used, it may still be difficult to notice a small child until it is too late. It is important not to become complacent when these devices are used. There is no adequate replacement for the active supervision of children by an adult.
- Drivers should get into the habit of looking around their vehicle before getting into it when leaving an area where a young child is present.
- When checking a car, check its rear visibility rating on the NHTSA Reversing Visibility Guide (www.safercar.gov.au/improving-rear-visibility).

DROP OFF & PICK UP REMINDER

SIGN IN/OUT PROCESS

All children are to be brought into the service and signed in/out by **Authorised Nominee(s) only**. Children are **not** to be dropped off and requested to sign themselves into the service without an Authorised Nominee(s) present.

****NOTE: Authorised Nominee(s) MUST be 18 or over for your child to be released in their care****

ADDITIONAL AUTHORISED NOMINEES

Additional authorised nominees can be added through Parent Portal. If you have difficulties doing this, please contact the service and we will be happy to assist. If you do not wish to list the individual as an authorised nominee for regular pickups; it is your responsibility to ensure you are providing approval, in writing, to the service. The individual **MUST** present Photo ID to ensure your child can be released into their care. The responsible person on site will sign your child out on your behalf after confirming the individual matches the approval provided.

**** WE CAN BE FLEXIBLE ****

There is flexibility in special circumstances when dropping off or collecting your child. Should you require additional support due to unforeseen circumstances, please contact the service and arrangements will be made to ensure the safe delivery of your child to and from our service.

If you have any concerns regarding this process, you can contact us via Parent Portal, Email or Phone.

ROAD SAFETY

As we strive to create a safe environment for our children at OSHC, we want to remind everyone of the **importance of using the designated pedestrian crossings** when arriving or leaving Helping Hands.

Please **avoid walking down the driveway**, as it poses unnecessary risks. Safety is our top priority, and we encourage you to help us embed these safe practices. By using the crossings, we can ensure a safer experience for everyone.

ACCOUNTS REMINDER

For all fee inquiries, billing questions, or anything related to your statement, please contact our external accounts team directly. We are unable to view or make changes to accounts on our end.

Thank you for your understanding.

Contact Information

E: accaccounts@helpinghandsnetwork.com.au

P: 1300 612 462

A GENTLE REMINDER OF KINDNESS

We are so proud of the caring community we've built together. Our educators work with dedication and heart each day to create a safe, joyful space for your children. We kindly ask that kindness and respect guide all interactions within our space. Thank you for being part of our supportive community.