

# Preschool Field Officer Service Newsletter Term One 2018

To contact the PSFO Team:

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## AREA LEADER UPDATE

### 2018

#### Welcome Back!

Term 1 has already been and gone and referrals to the PSFO service are coming in at a steady pace!

At the end of Term 1 in 2017, we had received 29 referrals.

In 2018 at the end of Term 1, we have received a whopping **65** referrals! As a result of this, we currently have a substantial waiting list so please be patient. Usually this is related to timing – educators completing referrals before the end of term. We will commence screening calls in Term 2 to those educators who are waiting for service so we can start discussions about priorities and things that be commenced while you are waiting for a visit.



At the start of every year we complete 'meet and greet' visits to all services in the Wyndham area. This is to provide updated information about our service and answer any questions that you may have. So far, we have completed a total of 68 visits. Our priority is referrals, so if you have not yet received a meet and greet visit, we are doing our best to get out to you. In the meantime, please email us at [psfo.service@wyndham.vic.gov.au](mailto:psfo.service@wyndham.vic.gov.au) if you would like to plan ahead and make a booking.

At the start of the year we also launched the trial of the Inclusive Practices Group Referral. We have received a handful of group referrals and commenced visits. This is an emerging space for the PSFO team and the approach may be modified along the way. We are interested to hear your feedback and if you have any further suggestions for the group referral process. So far, we have had positive responses from those educators who have had visits from us in this format. If you would like further information or an Inclusive Practices Group Referral Form, please call or send us an email.

This newsletter will be focusing on communicating concerns with parents and having tricky conversations. In addition to the information that is in the newsletter, we have many resources and books relating to this and an array of other topics also.

We hope you enjoyed your Easter break and look forward to working with you in Term 2.

Narelle Keleher, PSFO Area Leader

# COMMUNICATING YOUR CONCERNS TO FAMILIES

Communicating concerns to parents can be difficult at times, even for the most experienced Early Childhood Educators. The way you communicate will either encourage partnerships or get parents offside. A partnership works best when messages are clear, specific and considerate of the other persons feelings.



Always talk to parents with the goal of strengthening relationships

## Approaching Parents

Remember: positive – need – positive

- ❖ Start by providing some positive feedback to the family
- ❖ Discuss the child's needs in a sensitive manner
- ❖ Finish on another positive

E.g.: "I have prepared some notes on Grace's participation in the program. She is doing really well at remembering and following the routine. However, I do have some concerns about her social interactions as she mostly prefers to play alone at kindergarten. I would like to share these observations with you. When can we meet?"

## Organising the Parent meeting

- ❖ Offer to meet up and discuss concerns at a time that suits the family
- ❖ Consider who will attend – provide the opportunity for both parents / grandparent to attend and arrange an interpreter if necessary
- ❖ Be prepared – have a few notes/observations prepared to refer to
- ❖ Consider appropriate setting for meeting and seating; ensure the attendants feel at ease
- ❖ Have a possible action plan ready

## During the Parent meeting - communicating with sensitivity

- ❖ Remember to let parents know at every opportunity that they know their child best. You are after their input to understand the situation better.
- ❖ State the factual information you have observed at kindergarten
- ❖ Ask questions as to how this information compares to the child when at home / in other social settings
- ❖ Relate this to child development information
- ❖ Make suggestions as to a possible action plan: E.g. - goal template to complete together or referral forms ready for specialists / PSFO

More info: [http://raisingchildren.net.au/articles/communicating\\_with\\_parents\\_the\\_basics.html](http://raisingchildren.net.au/articles/communicating_with_parents_the_basics.html)

Upcoming training through the Wyndham Child & Family Services team with Anthony Semann:  
Thursday 26<sup>th</sup> April, 9.00-11.00am – Building Relationships with Families  
Thursday 26<sup>th</sup> July, 9.00-11.00am – Crucial Conversations with Families

## TRAINING & PROFESSIONAL DEVELOPMENT

### NDIS – Wyndham City Council Staff & Community Educators sessions on Tuesday 24<sup>th</sup> April 2018

Wyndham City Council in partnership with National Disability Insurance Scheme are hosting an information session on the upcoming changes for people living with disability and to the disability sector.

Wyndham City staff and community educators are invited to this **free** information session to enhance your understanding of the NDIS.

#### Is this session for me?

- Can I explain what the NDIS is to a customer, community member or colleague?
- Do I know that the NDIS will increase social and economic participation of people living with disability?
- What will change in my role with the introduction of NDIS?
- How will mainstream services and community supports interact with the NDIS? What does this mean for me?
- Where do I refer someone who wants more information about the NDIS?

Come along to the information session to get the answers to these questions.

If you have any other specific questions you would like to ask NDIS, email your questions by Friday 13<sup>th</sup> April 2018 to [communitywellbeing&inclusion@wyndham.vic.gov.au](mailto:communitywellbeing&inclusion@wyndham.vic.gov.au)

#### Please find below the Eventbrite weblinks to register

Tuesday 24<sup>th</sup> April 10:00am-12:00pm, ADD Training Room 1&2, Penrose Community Centre, 83 Penrose Promenade, Tarneit, Vic 3029.

<https://www.eventbrite.com.au/e/ndis-wyndham-city-council-staff-community-educators-24th-april-10-12pm-tickets-44203335366>

Tuesday 24<sup>th</sup> April 1:00pm – 3:00pm, Council Chambers, Civic Centre, Princes Highway, Werribee, Vic 3030.

<https://www.eventbrite.com.au/e/ndis-wyndham-city-council-staff-and-community-educators-24th-april-1-3pm-tickets-44164746947>

### Wyndham Child & Family Services – Professional Development Calendar 2018



Tuesday 24<sup>th</sup> April, 6.00-8.00pm – Positive Behaviour Supports for 3-5 Year Olds

Thursday 26<sup>th</sup> April, 9.00-11.00am – Building Relationships with Families

Monday 7<sup>th</sup> May, 6.00-8.00pm – Red Flags for 3-5 Year Old Children – What am I missing?

Tuesday 24<sup>th</sup> July, 6.00-8.00pm – Practical Strategies for Teaching Children with ASD

Thursday 26<sup>th</sup> July, 9.00-11.00am – Crucial Conversations with Families

Thursday 23<sup>rd</sup> August, 6.00-8.00pm – Accessing Specialist Support in Early Childhood

For more information please contact Leonie O'Malley on 9742 8159 or email

[leonie.omalley@wyndham.vic.gov.au](mailto:leonie.omalley@wyndham.vic.gov.au).

All sessions are to be booked via Eventbrite and you can visit their website and search for the session title for more information – [www.Eventbrite.com.au](http://www.Eventbrite.com.au)

# Wyndham City Early Education and Care Services Early Years Matters Conference

## Friday 18<sup>th</sup> May 2018

**RESILIENT FAMILIES BUILD  
STRONG COMMUNITIES -  
An Imperative to Act!**

Friday 18 May, 2018

Encore Events Centre, 80 Derrimut Road, Hoppers Crossing

Tickets are on sale for \$165 (plus GST) and can be purchased using either of the below two payment options:

- Credit Card Payment can be made through Eventbrite
- Invoice can be supplied to your organisation by selecting 'Pay at the event' option. Wyndham City Council will then issue your invoice and payment needs to be made 14 days before conference date.

Families are key! Research demonstrates that families are the primary influence in children's lives. Let's work on extending our relationships between Early Childhood Professionals and families in order to create positive partnerships.

### **Resilient Families Build Strong Communities Conference will:**

- Highlight the significance of developing partnerships with families in order to achieve best outcomes for children;
- Challenge your current thinking by providing new provocations;
- Promote the importance and unpack the definition of Family-Centred Practice;
- Discuss concrete examples and strategies to support linking in with the community and support agencies; and
- Provoke you to reflect on how you build families capacity to ensure children are exposed to lots of learning opportunities throughout their lifetime.

### **There is an amazing line up including:**

Anthony Semann – Director of Semann & Slattery;  
Annette Sax – Director of Yarn Strong Sista;  
Jessica Staines – Director of The Koori Curriculum;  
Caroline Roberts – Preschool Field Officer;  
Michele Haywood and Nicole Pilsworth – Gowrie Victoria;  
Lou Ambrosy and Alison Webster – Noah's Ark;  
Laban Toose – Principle of Wyndham Park Primary School; and  
Marcus Pedro – Inspirational Speaker

Details of each workshop can be located via the ticket portal –

<https://www.eventbrite.com.au/e/invitation-to-early-childhood-educators-early-childhood-matters-13th-annual-conference-resilient-tickets-43868673383>