Partnership with families  
25 to 28 March 2024

Dear Families,

As a part of the continuous improvement required by the National Quality Standard, this week we are:

* reviewing what it means to critically reflect and how doing so helps us improve learning outcomes for children. If you’d like to know more about our reflective practice please ask our Educational Leader or your child’s educators
* reviewing our Technology Usage Policy. A summary follows:

**Technology Usage Policy**

* IT devices at the service (eg computers, laptops, iPads, tablets, Smart Boards, TVs and DVD players) may only be used for work related activities eg children’s play and projects
* Children will only access IT devices when directly supervised by educators
* Technology will not be used as a substitute for interactions and collaborative learning
* All screen content viewed by children at the service must:
* be suitable to the needs and development levels of each child watching
* hold the interests of the children watching
* be rated 'G' if relevant
* The time children spend watching content on IT devices at the service will be consistent with the Federal Government’s Get Up and Grow Guidelines
  + birth to 2 years zero time per day (very short viewings for educational purposes is okay)
  + 2-5 years no more than one hour per day
* Educators must not access personal IT devices (eg smart phones, iPads, tablets) while interacting with children or contributing to service ratios
* Action will be taken against educators who use computers inappropriately or for illegal purposes.

There is a copy of the policy near the sign in/out sheet. Please take a moment to read it.

We value any feedback you may have.

Nominated Supervisor