

Pre-Primary

2018

Parent Information Booklet



St Joseph's School

Queens Park

Pre-Primary Information Booklet 2018

Welcome to Pre-primary, we are looking forward to teaching your child. Below are some important details, which we would like to share with you.

Programmes:

In Pre-Primary, we provide students with a balanced educational programme according to the School Curriculum and Standards Authority. This includes the following learning areas: English, Mathematics, History, Geography, Science, Technology, The Arts, and Health & Physical Education. These learning areas are integrated with the National Quality Standards (NQS), and the Early Years Learning Framework (EYLF).

The five areas of the EYLF are:

1. Children have a strong sense of identity.
2. Children are connected with, and contribute to their world.
3. Children have a sense of well-being.
4. Children are confident and involved learners.
5. Children are effective communicators.

The students will further enhance their academic and social development through integrating programmes with educational themes.

Language:

- Phonemic Awareness (PA) will be a main focus in our language programme during semester one. PA refers to an individual's ability to attend to the phonological structure or general sound structure of words. To help support our programme we would appreciate your support at home when reading to your child. Help your child to sound out and decode words when reading together. The focus should be more on the sounds of the alphabet letters rather than the name of the alphabet letters.
- During term one our main focus is learning the sounds of the alphabet. Could you please take the time to practise these with your child using the provided flash cards in the handout.
- In term two, to term four, the focus will be on learning sight words. Every five weeks we will send home a new set of words for your child to learn.

- In term two, to the end of term four, we will commence our home reading program. However, it is entirely up to you whether you participate or not, as we acknowledge that some children may not be ready.
- Over the year, your child's oral language will also be a main focus. Basic activities which involve the students participating in small groups. This includes recalling and retelling three step procedures as a means of improving oral language. Interacting and communicating with your child would help to develop their oral language skills, which also leads them into the early stages of writing and storytelling. The Educational Support Team will be assisting in this area of literacy throughout the year.

Handwriting:

- South Australia Beginners Font, is the hand writing style being introduced in pre-primary.
- This year, the pre-primary students will be introduced to handwriting through a variety of activities. The students will use the *Secret Code* which is a program used to help with letter direction created by Occupational Therapist, Luci Webb.
- It is important that the students learn to use capital and lower letters in the correct context, i.e. their name begins with a capital letter, followed by lower case letters.

News:

- To support students learning the components of News Telling, we will introduce a travelling soft toy. The soft toy will go home periodically throughout the week (each teacher has a slightly different news system). Every child will have a turn. We would really appreciate it if you could take the time to share some moments with soft toy. Then record a few words, draw a picture, or stick a photo in the book provided for teddies adventure. When the child returns teddy, they will get a chance to share their adventure with the class.

Cutting:

- Encourage your child to use scissors to cut regularly using the correct grip. This helps their eye and hand coordination and builds muscles in their hand for writing.

Mathematics:

- Students will learn Mathematical concepts through hands on experiences using and manipulating concrete materials. This will be integrated into the learning areas of: Number & Algebra; Measurement & Geometry; and Statistics & Probability (Data Representation).

Religion:

- Religious lessons will be based on the Pre-primary Religious Education units from the Perth Archdiocese. These lessons are integrated across the curriculum allowing students to have a diverse learning experience. The students will attend whole school masses throughout the year. You are also welcome to attend mass.

Discipline:

- The class discipline system provides children with the opportunity to develop self-discipline through engaging in informed decision making, thereby choosing consequences. Within this consistent and fair environment, children are encouraged to develop and display responsibility, and therefore promote constructive and positive behaviour. Positive and appropriate actions are rewarded and encouraged.

Fruit Time:

- Students are requested to bring their own pre-cut fruit or vegetables for morning tea. This would be best packed in a separate box or bag so your child can access it easily during fruit time.

Drinks:

- All students are required to bring a water bottle filled with only water. Water is the preferred choice as this allows the children to have full concentration on set tasks.

Sunscreen:

- Please practise with your child how to apply sunscreen.

Independence:

- Encourage your child to unpack his/her bag in the morning. There are a lot of items to bring into the class, but they can continue to return to their bags until all required items have been placed in the correct area in the classroom.



Health: Keeping Safe Programme

- **Term One:** Friendly Schools & Families - Anti-Bullying
- **Term Two:** Drug Education
- **Term Three:** Protective Behaviours
- **Term Four:** Healthy Living

Allergies:

- Please be aware we have students in Pre-Primary with NUT allergies. Please ensure that lunches are nut free (This includes Peanut Paste and Nutella. Please also ensure all muesli bars are **NUT FREE**).

Reports:

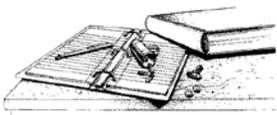
- Each child will take home a school report to share with their family at the end of Term Two and Term Four.

Absentees:

- Parents are expected to call the office if their child is going to be absent from school. **Phone calls must be received before 9am.** If the school is not informed of an absence you will receive a text, please then contact the office. If you are aware that your child will be absent from school on a particular day, please inform the class teacher prior to that date, with a written note.
- If your child is going to be absent for an extended period of time, permission must be sought from the Principal Mr Rose. Please submit this application in writing through the office.
- If your child is late to school you must make sure that you take them through the office and sign a late slip. This must be done for any arrivals after 9am.

Parent Communication Diary:

- If your child is to leave school for an appointment, leave early or be picked up by another person other than yourself, please write this in the communication diary just inside the front door of the classroom.



Communication:

- It is important to sustain a degree of open communication between parents/guardians and the teacher. Parents are encouraged to notify the teacher in the form of an interview, meeting or in writing, as appropriate, of any concerns about their child. In the case where the teacher has some need to communicate relevant information to parents regarding their child, parents will be contacted to arrange an interview time suitable to both parties.
- The **Student's Communication Diary/Folder** will need to be checked daily for important notes and letters that may be sent home by the class teacher. These notes and letters will keep you informed about our class activities. Please remember to take out any notes or school work when it is sent home in the communication diary/folder.
- The school Newsletter gives important dates relating to the activities of the school. These are e-mailed out to each family every Wednesday. You can also access it on the school website. If you require a hard copy please ask for one in the office.

Assemblies:

- The assemblies will be held on some Friday mornings between 8:50am and 9:30am (see term calendar). Parents are most welcome to attend. Your teacher will inform you of when your child is receiving a Merit Certificate, please keep it as a surprise.
- Students will need to go to the toilet prior to the bell on Assembly mornings as we move directly to the undercover area on the bell.
- Pre-Primary will have their assembly performance in term three. We will inform you of the date closer to the event.

Classroom:

- In the morning, the classroom door will be opened on the bell at 8:50am. Parents and students must not enter the classroom when there is no teacher present. Students can be collected after school from 2:50pm to 3:00pm.

Outdoor Equipment:

- The students are **not allowed to play on the outdoor equipment before or after school** as there is no teacher supervision at these times. This also includes the play equipment outside of the Pre-Primary area.
- If you are picking up an older sibling, Please ensure that your child is kept under control while waiting. Please do not allow them to play on the equipment, or run around the school grounds.

Clothing:

- Students are required to wear suitable clothing for playing on outdoor equipment. This includes suitable footwear such as sneakers for climbing and running. Sneakers must be worn on sports day. 
- All belongings need to be **clearly labelled with your child's full name.**
- **Hats:** we have an all year round 'hat' policy of 'no hat, no play', if students do not have a hat they will be asked to sit under the veranda. Please ensure all **strings are removed from hats**, this is a safety issue! 
- Shoulder length or longer hair needs to be tied up neatly at school for hygiene reasons. Please encourage your child not to pull out, or play with their own or others hair.
- It is encouraged that students leave **jewellery** at home as it can be lost in the playground or sandpit.

Parent Roster:

- We encourage parents, grandparents, aunties, uncles or a special friend to actively participate in our class learning journey throughout the year. Please write your name on the parent roster on a suitable day for you.
- At the end of each term we would appreciate parent help with cleaning the classroom equipment ready for the new term.
- You are most welcome to visit our classroom to see your child's work and there is always plenty for you to do. We look forward to a great year together.

Signing in & out:

- All visitors must sign in & out at the front office and receive a badge. Gates are closed between 9:20am to 2:45pm Monday to Friday.



Mrs Andrea Lewis and Mrs Katrina Malcolm

Pre Primary Teachers

GUIDELINES FOR ILLNESSES

Any child showing signs of being unwell e.g. running a temperature, running nose, not usual self, should be kept at home until better or requires diagnoses and treatment from doctor.

Children with major vaccine preventable diseases should be excluded from school until well for the known infection period.

Diseases to be excluded from school:

- **Measles** – excluded for 5 days after rash appears.
- **Mumps** – excluded for 9 days after the symptoms appear.
- **Rubella (German Measles)** – exclude for 4 days after rash appears or until fully recovered.
- **Whooping Cough (Pertussis)** – exclude for 5 days after starting antibiotics.

Also exclude:

- **Chicken Pox** – for at least 5 days or until recovered.
- **Hepatitis A** – for at least 7 days after onset of jaundice.
- **Diarrhoea** – and associated bowel infections e.g. salmonella, excluded until symptoms have ceased.
- **Head Lice** – exclusion from school until a full day treatment commenced.
- **Bacterial Infections**
- **Sores** – return the day after treatment.
- **Cold Sores (Herpes)** – to be excluded while lesions are open or weeping.
- **Conjunctivitis or “Sticky Eye” Infection** – must be kept home until treated by Doctor and return ONLY with Doctor’s certificate.
- **Ringworm** – return the day after treatment has commenced.



Flash Cards

Aa

Bb

Cc

Dd

Ee

Ff

Gg

Hh

li

Jj

Kk

LI

Mm

Nn

Oo

Pp

Qq

Rr

Ss

Tt

Uu

Vv

Ww

Xx

Yy

Zz

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