

Albany Primary School Kindergarten Information 2019

A proud Independent Public School



School Vision

Our school is a learning community that highly values life-long learning and facilitates excellence in student achievement. Our practices focus on enabling students to demonstrate our motto “Strive To Achieve”.

Welcome

We warmly welcome your family and child to Kindy. We would like your family to experience an enriching educational program at your new school while building supportive new friendships.

School Details

Albany Primary School Phone: 9842 7400
Kindy: 9842 7434

Purpose Statement

As a high quality primary school we provide all students with a safe, supportive environment which promotes the foundations for effective lifelong learning.

With support of best practice, technology and research APS staff, parents and community will assist each student to develop the core skills, knowledge, understandings, personal attributes and values necessary to become successful, responsible and independent adults who contribute successfully to the social and economic wellbeing of the community.

About this Brochure

This brochure has been designed to give you information about some of the procedures and policies in place at Albany Primary School that new families may need to know. If any information you require is not in this brochure please contact the school and we will endeavour to help.

We look forward to your long and positive association with our school. We are committed to working with you to create a safe and harmonious learning environment for your children and to ensure the academic and social needs of your children are met. Our aim is that your children strive to achieve their full potential.

W E L C O M E T O K I N D Y

Teachers

Mrs Martine Hennig (Monday, Tuesday Thursday and Friday)
Mrs Lisa Wahlsten (Wednesday)

Education Assistant

Mrs Marlene Bartley and Ms Pat Williams

NOTE: Mrs Hennig has Wednesday set aside to prepare for instruction time and meet with parents and other staff.

Class Times

Doors Open: 8:30am

Class Starts:

8:48am - 2:50pm

Kindy Timetable

Classes will be split on a fortnightly rotation as follows:

Group 1A

Week 1: Monday / Wednesday / Thursday

Week 2: Monday / Thursday

Group 1B

Week 1: Tuesday / Friday

Week 2: Tuesday / Wednesday / Friday



The Early Childhood Program

Early Childhood at Albany Primary School

Albany Primary School provides quality education programs in line with the *Early Years Learning Framework for Australia*.

This programming enables all children to experience play based learning that is engaging and builds life long success.

The Early Years Framework describes childhood as a time of belonging, being and becoming.

Belonging is the basis for living a fulfilling life. Children feel they belong because of their relationships they have with their family, community, culture and place.

Being is about living here and now.

Childhood is a special time in life. Children need time just to “be”.

Becoming is about learning and development that young children experience. Children start to form their sense of identity from an early age which shapes the type of adult they will become.

Our early childhood centres use a range of learning strategies to guide your child in learning. A key focus in all centres is the development of literacy and numeracy.

Literacy focus is on oral communication and developing early reading and writing skills.

The teachers at Albany Primary School carefully design learning activities and stimulating indoor and outdoor learning environments to assist in the education of the children in their care.

By working together parents and teachers can enhance a child’s learning and well being. As the most important person in your child’s life you can make a difference by being a part of their school life.

Ongoing committed attendance is extremely important in enhancing student learning. Expectations are that students should attend regularly which is set at 90% or better.

Key Focus Areas

During the Kindy year we focus on:

- ♦ Developing early literacy skills with a focus on oral language, phonemic awareness, early reading skills and preparation for writing.
- ♦ Developing a range of mathematical skills and understanding that include counting, measuring and spatial awareness.
- ♦ Enhancing social and emotional skills by being able to play and work with others while understanding the needs of others and self.
- ♦ Develop fine and gross motor skills and the effective use of equipment.

Assessments

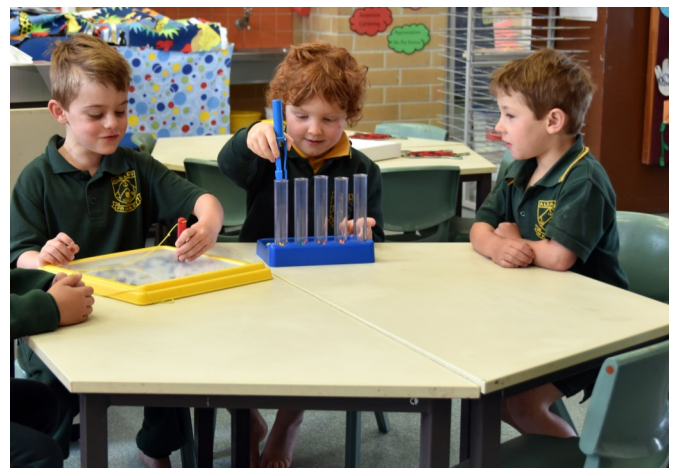
Assessment of student development across all learning areas is conducted in an ongoing and sustained process.

- ♦ Teachers keep records of assessments and student progress so that they can report accurately to parents.

Reporting

Our school reporting processes include:

- ♦ One on one formal parent interviews that include all aspects of a child’s development.
- ♦ Informal parent/teacher interviews.
- ♦ Displays of student work and processes that are sent home.
- ♦ Learning Journeys during which students show parents their work and parents are shown around the classroom.
- ♦ The formal report at the end of each semester.



Caring for Student Welfare

How you can help your child with the transition from home to Kindergarten

- ◆ Talk to your child about what they will be experiencing.
- ◆ Arrange a visit time when school opens for start of the year.
- ◆ Read stories about the first day at school and read stories daily.
- ◆ Actively talk to your child about the world around them.
- ◆ Create and join in social play situations.

Note: Please prepare your child for Kindergarten. Commence discussions about one week before the start date. Commencing too early can lead to anxiety.

How you can help your child have a successful first year

Assist them to:

- ◆ Speak in full sentences.
- ◆ **Toilet independently. Your child must be toilet trained to be able to attend Kindy.**
- ◆ Dress themselves independently.
- ◆ Listen to and follow instructions.
- ◆ Hold pencils/textas correctly.
- ◆ Use glue, scissors, play dough, pencils and paints.
- ◆ Listen carefully during story telling.
- ◆ Ask for assistance to play safely on playground equipment.
- ◆ Play with other children.
- ◆ Take turns and share.
- ◆ Collect their own belongings and put them away.
- ◆ Walk to and from places without being carried.
- ◆ Have a good sleeping routine that enables 10 to 12 hours sleep a night.



Medical conditions

The school must be advised of a student's medical condition which may need attention during school hours. E.g. Asthma, allergies. Please ensure you document these on your child's enrolment form. The school office will require further medical forms to be completed to ensure management of the medical condition at school.

The necessary health care forms, should medication need to be administered during school hours, are available from the front office for completion. In severe cases a medical health care plan will be devised in consultation with parents.

Infectious diseases

Parents are asked to keep sick children at home until they are well enough to cope with a full school day. Children who are sick during the day will have their parents contacted to pick them up if it is believed that this is warranted by office staff in consultation with the principal and parent. The school keeps a record of Immunisation of all children. Should a case of an infectious disease be identified at school all children not immunized against the disease will be sent home according to health authority's guidelines, until considered safe by the school and health authorities to return.

Head lice are an ongoing problem in schools. When head lice are detected parents from the class are notified. The administration will work with the parents to assist the family to deal with the problem.

Lunches

We promote healthy eating and the consumption of water at Kindy. Please assist us by providing a healthy lunch and a water bottle containing water. Healthy food has been proven to assist children's concentration at school and food and drinks containing high sugar and additives have been proven to be detrimental to children's health.

Canteen

Our canteen operates Monday to Friday for lunch and recess snacks. **Kindergarten children can order lunch only.** Lunch orders must be placed before school and orders will be delivered to the classrooms. Please note that the canteen does not manage a credit facility for students. There is now an online ordering process available through: www.quickcliq.com.au

Allergies

There are several students enrolled at the school who have severe, potentially life threatening anaphylactic reactions to nut and egg products as well as some animals. The school urges parents to refrain from providing their children with snacks and lunches that contain nut products/raw eggs.

As with all students with special needs or medical conditions, the school has developed appropriate health care and emergency plans for these students.

Birthday celebrations

Class teachers may recognise student birthdays but **no** shared cakes should be provided by parents. This is to cover students who have various food allergies.

Healthy food policy

The school has a Healthy Food Policy which includes the school:

- ◆ Not providing food as a “reward”.
- ◆ Recognises that discos and special
- ◆ celebrating functions may include some foods in the “red” section of the traffic light system. This may include end of semester type parties in classrooms.

Clothing

Wearing of the school dress code is optional for Kindergarten children. We ask that all clothing be labelled with your child’s name. If your child wears other clothing it should be practical, sun safe and easy to manage independently.

All effort is made to protect clothing from paint etc but the students will be engaged in play in the playground and in the classroom. **Therefore, a full change of clothing should be kept in the child’s bag in case of accidents.**

Note: Shoes should be practical and easy to manage independently by the children. They are removed outside and placed under the child’s bag before the start of the day. This allows for safety when climbing.

Hats

We have a ‘No Hat No Play’ policy at school. As per the dress code all children should wear a green broad brimmed or legionnaire style hat each day when playing outside.

Daily school preparation

Please assist your child to be prepared for school. Enhance their independence by allowing them to carry their own bag and changing their reading books.

Stationery List

These lists are available from the front office.

Parents are asked to ensure that their children have these items at all times. This may mean that some items need to be replaced during the year. We ask that you support the P&C by using the identified stationer (the P&C receives commission) to purchase quality items.

Attendance

It is expected that once a student is enrolled at a school they are to attend fulltime unless ill or important family business precludes attendance. The decision to attend school lies with the parent and not the child. Please don’t ask your child if they want to attend or not. Irregular attendance causes a lack of continuity with the program and encourages negative attitudes to future patterns of attendance.

Punctuality and learning program

The learning program commences at 8.48am. Unless a parent is a parent helper or a special activity is occurring, parents should depart promptly so the learning program can commence on time.

Students should be in the classroom ready to engage in the learning program by **8.48am**. Late arrivals disrupt other students and make it difficult for the child to commence learning in a seamless, easy manner. Please be punctual.

Children cannot be dismissed from school without direct permission from the caregiver. Parents must sign out students via the school office when collecting their child during school hours.



Pets on school property

Pets should not be brought onto the school grounds unless organised with the class teacher and authorised by the principal as part of a supervised educational program.

Communication between Parents and School

Information Session - Term 1 2019

A further information session will be held early in Term 1 which will give you an opportunity to find out about the learning programs in your child's class.

Newsletters

The school issues a newsletter containing important dates and information each fortnight. This is uploaded to our website for your convenience. You can also request from the Front Office to have our Newsletter emailed to you. A paper copy is sent home each fortnight with the eldest sibling attending the school.

Website

The school website has many important pieces of information about what is happening at the school and also outlines key planning, policies and procedures. You can access the website on www.albanyprimary.wa.edu.au



Contacting the Classrooms

While it is important to have communication lines open and available we do ask that parents minimise telephoning during the learning program. This distracts the staff and students from engaging in the learning program.

Parent/Teacher Interviews

Parents are welcome to arrange an interview with the class teacher regarding a child's social, mental, academic and behavioural development. They may also discuss matters with the school administration. However, firstly the parent should address student progress and development with the class teacher.

The Daily Program

Parent support in the classroom can be very effective. Your involvement is through liaising with the class teacher who has the responsibility to arrange parent engagement.

Parents may be instructed to:

- ◆ Assist in class during the learning program. Teachers will display a roster for volunteer names in the classroom
- ◆ Attend excursions to help with supervision.
- ◆ Special activities that celebrate occasions such as Mothers Day.
- ◆ Visit the classroom to view student work and activity.
- ◆ Read or do puzzle with their child in the morning.
- ◆ Hear students read in the morning.
- ◆ Attend assemblies and other special school events.



Parent involvement in The School

The Daily Program

Parent support in the classroom can be very effective. Your involvement can be organised through the class teacher who has the responsibility to arrange parent participation.

Parents may provide support by:

- ♦ Assisting in class during the learning program. Teachers will display a roster or volunteer names in the classroom.
- ♦ Attending excursions to help with supervision.
- ♦ Participating in activities that celebrate occasions such as Mothers Day/Fathers Day.
- ♦ Visiting the classroom to view student work and activities. Please ensure that you have signed into our visitors book, located in the office if you are on school grounds.
- ♦ Reading or doing puzzles with their child in the morning.

The Parents and Citizen Association

The P&C is the organisation that enables parents to participate in working with other parents to help the school.

P&C meetings are held twice per term. Dates are published on term calendars. Parent and staff participation is encouraged. The P&C meetings are the best forum for parents to have input into a number of school processes that directly affect parents. The P&C has a Facebook page that promotes key activities.

School Council

The School Council is made up of six parent, four staff members and the principal (ex officio) who are elected to the positions by their constituents for a two year term.

The School Council's role is to:

- ♦ Assist in developing School Planning and Policies.
- ♦ Assist in budgeting to meet the needs of the plan and students.
- ♦ Actively engage in developing key matters such as Dress Code and Homework Policy.

If you are interested in being on the School Council then you may discuss this with the principal.

The management of the school and the development of the learning program is the responsibility of the principal. Information is on our website regarding School Council business.

Uniform Shop

Volunteer parents run a Uniform Shop on site for the P&C. New and second hand uniforms are available from our Uniform Shop.

Opening hours are:

Tuesday 2.45pm - 3.30pm

Thursday 8.30am - 9.00am

Please note that EFTPOS is not available at the uniform shop. Cash or on-line payments are available only at www.ouronlinecanteen.com.au



PENCIL GRIP

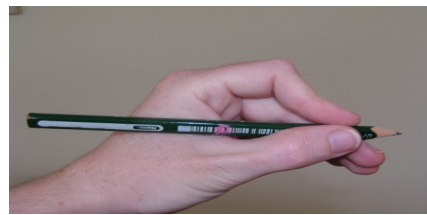
In Kindy we teach the children to hold their pencil correctly. It is a very important part of a child's learning. Poor pencil grip, learnt from early habits, seriously affects student's capacity to write efficiently. A picture has been included so parents can model this at home.



Pretend the pencil is an aeroplane, between your thumb and index finger.



Peter Pilot (index finger) bends and rests on top of the aeroplane.



Cody Co-pilot (thumb) joins Peter Pilot on the side of the aeroplane.



The passengers (the rest of the fingers) on the aeroplane sit behind the pilots.



Now the aeroplane is ready for take off.

Correct pencil grip is very important!

