

Kenmore South State School



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Phone: 3327 0888

Prep Handbook 2018

Welcome!

We extend a warm welcome to you, as parents of our Prep year children. We hope that you enjoy your time with us at Kenmore South State School. We believe that education is most beneficial for the child when the parents and teachers work together and look forward to the opportunity of working with you.

Enrolment in Prep

Enrolment in Prep is as simple as getting an enrolment pack from the school or website and completing the necessary enrolment forms. A birth certificate or other proof relating to date of birth is necessary.

Prior to Prep

In term 4, we hold three transition days. These are days for children to spend the morning in the classroom to experience Prep. We will also hold enrolment interviews.

Operating Hours

We provide a full day program from Monday to Friday. Our day begins at 9.00 am and finishes at 3.00 pm.

The doors will open at 8.45am. This gives staff adequate time to prepare their room, set up equipment and attend any meetings that are scheduled before this time. Due to duty of care guidelines, children and parents are only able to enter the classroom when a teacher is present.

Dropping off and collecting your child

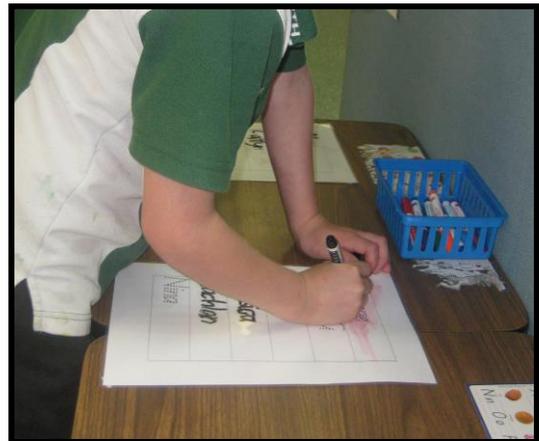
Please enter the Prep classroom via the front door. You (or another adult) must bring your child into the room at the beginning of each day. You then collect your child from the teacher in the classroom at the end of the day. School finishes at 3.00 pm. The doors will be opened at this time and parents will be invited to collect their children.

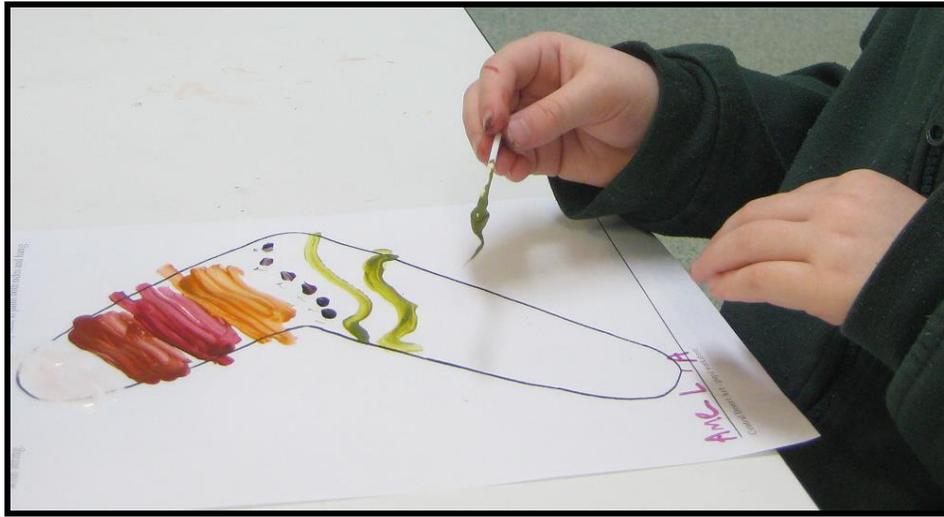
The school encourages adult supervision at all times with Prep children.

Prep children in Outside Hours School Care are accompanied to and from the Prep room before and after school.

Please ensure that you are on time when collecting your child.

Please contact the school if you are going to be late. We can then inform your child so that he or she will not be waiting anxiously and to update the class teachers. Please notify us when anyone other than yourself will be collecting your child from school.





Getting started for the day

When students come into the classroom, they are expected to be responsible for their own belongings. Please encourage your child to follow the routine outlined by the teacher. This routine may include:

- Unpacking their bag and putting it away
- Putting their morning tea into the appropriate container (some individual class routines may vary)
- Communication folders into the designated container / tub

It is very tempting for parents to complete these routines for their children, but it is equally important that you encourage your child to develop their own independence.

For Prep, your child will need

- A water bottle.
- A yellow prep hat (Legionnaires Style)
- Fruit/sandwiches/healthy snack for morning tea and lunch.
- A spare set of clothes (including underpants) all clearly named and in a plastic bag. These will be collected on the first day and stored at school. You will be notified when these have been used and need replacing.



PLEASE NAME ALL ARTICLES THAT COME TO PREP

Resource and Book Requirements

Booklists are issued for parents during Prep Transition Days and you can choose to purchase the materials through the schools chosen provider who will deliver the items to your home, or alternatively, you can source the items individually. We encourage parents to purchase through the preferred provider as all materials are then similar. The students combine all of their consumables to share in Prep.

Please bring your book pack to school with all books and folders labelled with your child's name. Your child's teacher will advise where it will be stored in the classroom.

What to wear to Prep

All children at Kenmore South wear a uniform. Uniforms are available for purchase directly from the P&C uniform shop, located in the school hall. Closed in shoes must be worn to school. Velcro shoes are easier for young children to manage.



Names and Labels

Please label all your child's belongings. As young children often do not recognise their own belongings, we cannot emphasise enough the need to label absolutely everything – school bag, shoes, lunch boxes, hats, library bags, water bottles and clothing.

Food: Snacks and Lunches

A healthy snack will be required every day. We encourage good health and nutrition. We prefer a piece of fruit, sultanas, cheese sticks, cold rice/noodles, sandwiches, juice and water. As independence is encouraged in all aspects of your child's Prep day, please pack their lunch in a manageable way. Lunches will be kept in your child's school bag.

Birthdays

Everyone loves a birthday and other special celebrations as these are wonderful ways to build understanding about each other. We have found that **cup cakes** are the most ideal way for children to share their special event with their friends. Special arrangements can be made for children with allergies. Please contact your child's teacher to make alternative arrangements if this situation applies to your child.

Treasures from Home

Toys and trinkets from home very often become lost or broken at school. It saves a lot of heartache and time if these can be left at home. Any toys that find their way to school will be cared for by the class teacher until the end of the day. Staff cannot assume responsibility for any loss or breakage.

For show and tell, we encourage items in the educational line such as postcards, photos, something the child has made or nature items, but preferably not toys.

Communication

School Newsletters informing you of school community news and events will be emailed to parents and also available to view on the school's website. Individual class newsletters will be emailed weekly to keep families up to date on classroom routines.

Your child will have a communication folder that he/she will be responsible for checking each day and collecting when packing bags to go home. Individual classes may also have a note pocket. Occasionally your child may need reminders to do this, so please check your child's bag regularly for communication from the school.

Parent Reps

The Parent Rep is a point of contact for the class teacher and parents. Each class has a parent rep who volunteers to collate emails from parents, attend a meeting with the Deputy each term and liaise with the class teacher on school events. The class rep can also organise social events for the class.



Sharing Information

Events in family life, such as illness, new babies, visitors, separations, grief and new marriages can be a prime source of excitement or concern for young children, and so affect their behaviour at home and at school. It is important for the home and school to share information that may affect children, and we would appreciate it if parents would inform us of any unusual happenings of this nature.

Please feel free to discuss any problems or queries that you may have with your child's teacher. We look forward to working with your child and yourself in building a supportive partnership.



Parents in the Prep Classroom

As parents, you play a vital role in the education of your children and therefore, we welcome you to become involved in our classroom.

You can help by:

- Visiting the classroom and joining in the programs. A parent roster will start later in Term One.
- Offering to share hobbies, interests, ideas and any special expertise.
- Collecting junk, doing small jobs at home (eg. Cutting up collage materials).
- Discussing any problems or concerns with the teachers.
- Engaging with school programs, excursions or incursions.

Sun Safe Policy

We are very conscious of sun safety at our school and recommend that you apply sunscreen prior to your child's arrival at school. A bottle of sunscreen is available in the classroom if needed. However, we recommend that children's sunscreen is applied at home due to allergies etc. Children must wear a wide brimmed hat or legionnaire-style cap when outside. We strongly adhere to the school rule – **NO HAT, NO PLAY.**

Library

The children will start their visits to the school library early in the first term and you will be notified when borrowing commences. Children require a library bag in order to borrow a book. Library day and time will be advised.

Music & P.E.

During term one, Music and Physical Education lessons will commence. The Prep students will become familiar with their music and P.E. teachers and will be supported by their teacher aide. Please keep in mind that for P.E. appropriate footwear and clothing is required on these days.

Activities at School

School can be a very busy place. Your child will have access to Specialist lessons, assembly, seasonal special events (eg. Sports Day, visiting Arts Council performances, Under 8's Day, Dental Services, excursions etc.) Parents will be notified of any special events or excursions. Permission notes will be sent home for parents to sign and return to classroom teacher.



Illness

For the protection of your child and other students in the class, please keep unwell children at home. No matter how much your child protests about wanting to go to school, home is the best place for a sick child. In the event of a child becoming ill at school, the parent or care giver will be notified so that the child can be taken home. In the case of vomiting or diarrhoea, it is required that your child is not sent to school for 24 hours after the last episode. Other children can very quickly pick up these germs and be spread through the class.

Medication

When the need arises for medication to be administered at school, please contact the school administration for advice. All medication must be clearly marked with the student's name and dosage to be administered. The parent / carer must complete an authority form for the medication to be administered.

During the Prep year, your child is encouraged to:

- Communicate and express themselves through language and other media
- Form basic concepts to understand the world around them
- Develop self confidence
- Develop physical skills
- Develop a positive attitude to learning
- Develop social skills as they interact with others.

Early Years Curriculum

The Prep program is a full time quality program which endeavours to:

- Encourage active learning, problem solving, effective communication skills, creativity, social skills and participation.
- Celebrate the diversity of life experience and cultural heritage that shapes a child's life.
- Have the life long learner as a central focus.
- Reflect the core priorities of literacy, numeracy, life skills and future perspectives through learning areas set out in the Early Years Curriculum Guidelines.
- Encourage strong partnerships between children, parents, school and the community.
- Is based on active learning through play. This is the major way children learn about their world and how it functions. Through play they learn basic rules of communication, sharing and cooperation, as well as being free to experiment with ideas and materials.
- Make use of flexible learning environments using indoor and outdoor areas and the wider community.



Support Staff

If you have any concerns in regards to learning difficulties or a special need that your child may have, please contact the class teacher as the first point of reference. If necessary, a referral to the Student Enrichment Services can then be completed for further investigation and consideration.

The Australian Curriculum at Kenmore South State School

The Australian Curriculum has been introduced into all Queensland School from 2012, and will gradually replace the current Queensland curriculum.

The Australian curriculum gives teachers and students more consistent standards in all schools nationwide, and an updated, contemporary 21st century curriculum.

It sets out the core knowledge, understanding, skills and general capabilities that are important for all Australian students. It identifies what all young people should learn as they progress through schooling, and is the foundation for high quality teaching to meet the needs of all Australian students.

Students across Australia will have a consistent curriculum **in English, Mathematics, Science, and History**, and these will be the four core learning areas every young Australian will study during their education from Prep to Year 10.

In addition to these four learning areas, schools will have the flexibility to offer a range of other subjects, so that education is tailored to the needs of individual students and each school community.

Within all learning areas, there will be a focus on developing seven general capabilities of students. The capabilities include knowledge, skills, behaviours and dispositions that students need to develop and apply to content knowledge, and they will help them become successful learners, confident and creative individuals, and active and informed citizens. Throughout their schooling, students will develop and use these capabilities in their learning across the curriculum, in co-curricular programs, and in their lives outside school.

Information for Parents

At Kenmore South State School we firmly believe that open lines of communication are paramount for the success of our students. With this in mind our staff have developed term by term "Overviews of Expected Outcomes" from Prep to Year 6. These overviews articulate what is being taught and assessed for each year level cohort during the course of the term. These documents are readily available on our school website and as such we encourage all parents to avail themselves of these documents promoting greater involvement in their child's learning. Parents and carers can further support their child's education by familiarising themselves with the Australian Curriculum, to understand what their child will be learning at each stage of their schooling.

<http://www.australiancurriculum.edu.au/>

Buddies

As the first term progresses, the Prep students will be paired up with a buddy from the year 6 cohort. These buddies will often visit the Prep students in their classes and work with them in their room. The buddies are also used as a familiar face within the playground as the Prep students transition into the wider school.

Lunch Times

Prep students will eat at the amphitheatre with teacher aide supervision alongside Year 1 students. Throughout the year. Prep students are able to utilise any of the designated play areas of the school under the playground supervision of a teacher or teacher aide.

Which Classroom?

Towards the very end of the school year, parents will receive a Letter of Welcome. In this letter, you will be advised which class, teacher and classroom your child will be in for the start of the new school year.

Tissues and Tim Tams

On the first school day, it is our tradition to hold a morning tea called Tissues and Tim Tams in the Hall for all parents of Prep students. This is just one way to celebrate the new beginning for you and your child as they start their lifelong learning process at our school.

We hope that you and your child will have an enjoyable and rewarding year with us at Kenmore South State School. We also look forward to working closely with you to ensure the best possible start in education for your child. We wish you and your child many happy days at our school.

Looking forward to learning and playing with you at Kenmore South State School Prep!

