

PARENT INFORMATION BOOKLET



**MANDURAH
PRIMARY SCHOOL**
Est. 1872
Motivate • Educate • Celebrate

SCHOOL DETAILS

Mandurah Primary School
18 Hackett Street
Mandurah
WA 6210
Phone: (08) 9535 1575

Email: Mandurah.ps@education.wa.edu.au
Website: www.mandurahps.wa.edu.au

ADMINISTRATION TEAM

Principal: Natasha Upcott
Associate Principal: Benjamin Garrett
Student Services Coordinator: Patricia Murphy
Manager Corporate Services: Carolyn Murray
School Officer: Joan Larcombe
School Officer: Amanda Hanlon

SCHOOL TERMS AND IMPORTANT DATES 2021

Semester 1

Term 1: Monday 1st February – Thursday 1st April

Term 2: Monday 19th April – Friday 2nd July

Semester 2

Term 3: Monday 19th July – Friday 24th September

Term 4: Monday 11th October – Thursday 16th December

Administration will be open from Thursday 28th January 2021

School Development Days (staff only)

Thursday January 28th January 2021

Friday January 29th January 2021

Monday 19th April 2021

Monday 19th July 2021

Monday 11th October 2021

Friday 17th December 2021



Public Holidays 2021

Labour Day: 1st March 2021

Good Friday: 2nd April 2021

ANZAC Day (Holiday): 26th April 2021

WA Day: 7th June 2021

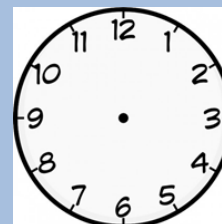
Easter Monday: 5th April 2021

Queen's Birthday: 27th September 2021

SCHOOL DETAILS

Hours of Instruction

Classrooms open:	08:40am
School Commences:	08:50am
Daily 10:	08:50 - 09:00
Period 1:	09:00 - 10:01
Period 2:	10:01 - 11:02
BREAK 1: Eat Lunch	11:02 - 11:32
Period 3:	11:32 - 12:33
Period 4:	12:33 - 13:34
BREAK 2: Eat Snack	13:34 - 13:59
Period 5:	13.59 - 15:00



SPECIALIST PROGRAMS

Physical Education

The primary focus of the Physical Education program is to develop and enhance the physical activity skills of all students and to encourage and foster a positive attitude towards a healthy and active lifestyle. Every student from Pre-primary to year 6 will participate in one hour of specialist Physical Education instruction per week. An additional hour of physical activity is achieved through the whole school fitness program which includes the dance program Jump Jam. The school accesses the Sporting Schools grant to run a 4-week program per term with sport specific coaches. Additional opportunities include runners club, interschool carnivals and intra-school competitions.

ICT

Mandurah Primary School values Information Communication and Technology (ICT) as a fundamental component of teaching and learning. Students have the opportunity to use state of the art technology in a variety of learning environments. Staff are provided with professional learning which equips teachers with transformative skills to develop students that are innovative and confident users of ICT in an ever changing digital world.



Science

Science is a specialist program at Mandurah Primary School using the West Australian curriculum through the Primary Connections model. It is taught for 2 hours by the Science specialist across Years 1-6 and collaboratively with the class teachers in K and P.

The Science learning area has 4 key areas of Biological, Chemical, Physical and Earth and Space Sciences. The concepts of Human Endeavour and Science Inquiry skills underpin these areas. Learning Science helps our students to become critical thinkers by encouraging them to use evidence to evaluate the use of science by society with a focus on the use and application of science in daily life.



STEM

Provide innovative mathematics curriculum resources for primary students, focusing on inquiry-led teaching. Support the introduction of computer coding across different year levels in our school leading to greater exposure to computational thinking, and, ultimately, expanding the pool of ICT-skilled workers.



Encouraging school students to study STEM subjects and showing them some of the great careers built on science, engineering, maths and technology will also help secure the nation's future. Starting this interest at the school level will help increase the number of students taking up STEM subjects in higher education and in their careers and help keep Australia competitive internationally in these important fields.

Indonesian

Mandurah Primary School students learn Indonesian as part of their requirement to learn a language as part of the West Australian Curriculum. Our Year 3's, 4's, 5's and 6's have been using *Ketawa* a flexible online Indonesian Language learning program. This program provides an introduction to the Indonesian Language and culture.



A to Z

Administration of Medication – Policy & Procedures

The school does not provide any medicines for children. If the Principal is to approve of school staff administering or supervising the administration of medication to students, then the following requirements must be met:

Parent Responsibilities:

Parents/guardians must advise the school in writing, should there be any change in details of medication prescribed. Amendments must be made to the appropriate forms.

Parents/guardians of children requiring a **Medical Action Plan** should consult the Student Services Coordinator or the Principal.

Assisted or Supervised Administration of Medication:

If a student is unable to self-administer prescribed medication, discussion between the Principal and the Student Services Coordinator, school staff and parent/guardian is necessary to attend to the following details:

- Parent/guardian must complete a **Student Medication Request**.
- A **Medication Instructions from Prescribing Doctors** form must be completed by the Medical Practitioner. This form must contain details of the circumstances for the appropriate use and/or application of the medication. Forms are available from the School office.
- Drugs for administration need to be signed in by an Admin member in the front office.

All medication must be presented in the clearly labelled original container showing the name of the medication, the name of the student and the appropriate dose and frequency.

Medication will only be accepted when parents/guardians adhere to the policy.

School staff will administer or supervise administration of prescribed medication in accordance with the instructions or advice of the medical authority.

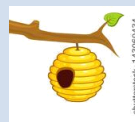
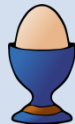
Self-Administration:

If a student is required to carry and self-administer prescribed medicine whilst at school, parents must advise the Principal of all relevant details for example Asthma puffer. For this to be allowed all students will require an Action Plan. Please see above for procedure.

Allergy Aware

Every year there is a growing number of children with severe food allergies and we ask parents to ensure the safety of all students within the school by making sure that no nut-based products (including spreads such as Nutella) are brought into the school.

Students with severe nut allergies can experience an anaphylactic response just by being in close vicinity to nuts, so although food is not shared, the contents of every student's lunchbox needs to be nut-allergy friendly. Please see a letter from the Principal on our Skoolbag App and website.



Assemblies

Assemblies are held Fridays on Weeks 3,6,9 in the undercover area. Each class is invited to present to the community on a rostered system. Merit awards and special presentations will be made during the assembly including our REACH and Aussie of the Month winners and updated faction points.

The Final Assembly for the year is on Tuesday of the last week of Term 4 at 9.30am In the undercover area. Please arrive early for limited seating.



A to Z

Attendance

Punctuality and regular attendance assist in individual and class progress. If it is necessary for your child to be late, or absent, a phone call/advice on-line (Skoolbag App) or a brief written explanation is required containing the following information:

- date of absence
- child's name
- child's class
- reason for absence



The school will generate reminder notes by mail to parents when a reasonable explanation for absence is not received by the school. All attendance data is recorded and reported on each semester report. See school website www.mandurahps.wa.edu.au for comprehensive parent/carer information regarding Everyday Counts.

Behaviour Management Policy



Mandurah Primary School has a comprehensive Behaviour Management Policy & believes that every student has the right to feel safe at school and has the right to learn. We positively reinforce desired behaviours using verbal praise, faction tokens, REACH rewards; Assembly Certificates and Aussie of the Month. Our School follows a PBS Framework around the values of REACH – Responsibility, Equity, Achievement, Care & Honesty.

Bicycles & Scooters

The following rules apply to students riding bicycles to school:

- Bicycles / scooters are not to be ridden on school grounds.
- Suitable safety helmets must be worn by all cyclists and scooter riders
- Bicycles / scooters must be kept in the racks provided.
- Bike compound will be locked at 9am, unlocked at 3pm. Opening at other times **MUST** be through the front office.
- Students must walk their bicycles across the road and follow bike safety rules.
- Bicycles should be fully equipped with bell, brakes, reflectors etc. and be maintained in good order.
- For easy identification, the engraving of an appropriate drivers license number on the frame is advised by the Police Department.



Booklists and Personal Use Items

The Department of Education supplies most essential requirements, but certain other articles are needed to suit the needs of individual students. Personal Items Lists for the following year are issued to students in Term 4 and a copy can be collected from the School Office at other times.

Canteen

Please see the SeaBreeze Deli menu on our website and in our school front office. Please note this menu is compliant with the Department of Education traffic light system in the Healthy Food and Drink policy.

GREEN – Healthy foods choose most. **AMBER – eat in moderation** **RED - off the menu & not available**

Collecting Students During School Hours

Parents, Carers or an authorised person who need to collect students during school hours must go to the Front Office with identification first, where they will be issued with a Student Release form. This will ensure that appropriate adults are collecting children from the school.

If a parent requires a friend or relative to collect any child on their behalf, a signed note to this effect is required. This should be addressed in writing to the Principal, prior to the need to pick up time/date. Your assistance with the process is greatly appreciated and will ensure a smooth pick up for your child/children. The student release card should then be given to the classroom teacher. Children under the age of 18 are not permitted to collect students prior to 3:00pm.

Access to the school will be via the electronic gate on Hackett St adjacent to the Gate 1. Please buzz and we will open the gate remotely.

A – Z OF MANDURAH PRIMARY SCHOOL



A to Z

Communicable Diseases

It is possible that at some time during a child's school years, he or she may contract one of the common diseases of childhood.

Parents are asked to note the exclusion periods for particular diseases. The following exclusion period details are provided by the Health Department:

Chicken Pox:	Student may return to school (if well) after all blisters have crusted – usually about ten days from onset or as directed by their GP
Conjunctivitis:	Student may return to school when discharge has stopped.
Influenza:	Student may return to school when symptoms have subsided or as directed by their GP
School Sores:	Student may return to school if under treatment and sores (Impetigo) are covered.
Measles:	Student may return to school no less than seven days from appearance of rash. (Notifiable) and as directed by GP
Mumps:	Student may return to school (if well) no less than fourteen days from onset. (Notifiable)
Head Lice / Nits:	Student may return to school after effective treatment has been administered to destroy all live head lice and the majority of the eggs.
Ringworm:	Student may return to school if they are no longer likely to convey the infection. At least one day after effective treatment has commenced.
Rubella:	Student may return to school when symptoms have subsided – at least four days after onset of rash. (Notifiable)
Pertussis (Whooping Cough):	<i>Child may return to school no less than five days after starting antibiotic treatment or at least 14 days from onset.</i>

(Notifiable diseases are those which must be reported by a medical practitioner to the Health Department of Western Australia)

**Further information may be obtained by
contacting the
Department of Health on 9388 4999.**

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Communication with the school

An essential component of school policy is the fostering of positive home/school relationships. Parents are welcome to make contact with the school to discuss student progress or problems at any time, although it would be appreciated if a mutually convenient time can be made by appointment.

Parents are invited to attend our assemblies or to participate in special activities or functions that are held during the course of the year - i.e. Anzac Day Service, Sports Carnivals, etc. Some teachers welcome the assistance of interested parents in classroom activities such as listening to oral reading, assisting with math, science, art/craft activities etc.

The School's telephone number is 9535 1575. Parents are welcome to contact Reception to make an appointment with the Principal / Deputy Principal. Our school uses Class DoJo and Skoolbag App to notify parents of upcoming events and messages.

Cultural Diversity

We have many students and families of cultural and linguistically diversity and Indigenous backgrounds. We promote values of respect, caring and inclusion of difference amongst the whole school community. Community Breakfast, celebrating Harmony Day and other programs and events support these values.



Dental Health

The School's dental service operates as a clinic and is based at Greenfield's Primary School. There are no charges for a check-up and simple levels of treatment. However, a consent form from parents must be completed before students can participate. These forms are obtained from the dental clinic. Telephone 9581 3895.



Educational Visits - Excursions and Incursions

Excursions and Incursions can provide vital support to teaching programs. The school will endeavour to provide a balance of activities to complement these programs. Parents are advised of any forthcoming excursion/incursion and any associated costs. Information and requirements for these are outlined via app notifications and class notes in advance of the event and costs are kept to a minimum. Please refer to the Contribution and Charges Schedule for the current year as a guide.



Emergency Contact

Every attempt will be made to contact parents in the event of an emergency, however parents are requested to ensure that the emergency address and number registered on their child's enrolment details is kept **up to date**. If this is done, unnecessary delays for medical attention will be averted. Working parents are requested to keep the school updated of their employment address and contact number.

On an excursion where it is not practical to communicate with parents/caregivers the Teacher in Charge of any excursion will ensure that such medical treatment as may be considered necessary will be provided. The Education Department insurance does NOT cover accidents through misadventure nor loss or damage of personal belongings.

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A to Z



Fruit and Water (Crunch & Sip)

The school has developed a 'Crunch & Sip' Policy to encourage students to eat healthy snacks and drink water during the school day.

For more information check our policy section at: www.mandurahps.wa.edu.au



Fundraising Committee

Parents are very welcome to join the Fundraising Committee which does exciting and fun activities for our students. All funds raised assist the school to provide much needed resources for students. Volunteers may notify the front office of their desire to assist and their details will be passed on to the committee.



Health

Student's health needs are supported by a team of qualified professionals. These include:

- A registered nurse attached to the Health Department who makes regular visits to the school to conduct health checks.
- A Speech Therapist is available at the Child and Parent Committee located at Dudley Park.
- A school psychologist who provides a range of services to children, parents and teachers. Parents are able to request a referral through your child's classroom teacher and teachers wishing to refer a child will contact the parent prior to a referral.



In-Term Swimming Lessons

Each year students from Pre-Primary to Year 6 are offered swimming lessons held during term time. No tuition fees are charged for these lessons although bus transport and pool admission charges must be met by parents. Our swimming lessons are held at Mandurah Aquatic Recreation Centre (MARC).

Kindy Café / Toy Library

Kindy Cafe is a program for our pre-schoolers where parents and their children can meet other local families and access valuable parenting resources and information.

These run on Wednesdays from 8.30am to 10:30am during Term Time, in Room 7, including Toy Library in partnership with several local organisations, they offer fun learning activities with tea/coffee for parents and shared fruit for children. For further information, please phone 9537 5600 or 9535 1575

Kiss 'n' Go

We have created a Kiss 'n' Go system on Forrest Street whereby parents are encouraged to drop off and pick up students in a systematic manner to avoid traffic congestion around the school. Please do not park in this area. Thank you in anticipation of your cooperation with parking.

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A to Z



Late Arrival

Students who arrive after school has begun at 8:50am are required to come past the office to receive a late tag. Parents of students who are regularly late will be contacted to discuss the situation as patterns of lateness are disruptive not only to the learning of your child, but also the class and the good order of the school.

Lost Property

All lost property will be kept near the Library. Items of lost property may be collected from the lost property box on Library days (Wednesday & Friday). All school clothing and items of property brought to school should be clearly labelled. If clothing cannot be clearly identified it is often never claimed and is sent to a charity at the end of term.

Mobile Phones

Students are not permitted to use mobile phones while at school. Whilst we respect the need for some students to bring mobile phones to school it is also important that we ensure that there is no inappropriate use of this technology. There is no need for students to use their phones during the school day. All students who bring mobile phones with them to school need to leave them with the front office and collect them at 3.00pm. A request to bring a mobile phone to school should be made in writing to the Principal by completion of a form available from the front office.



Money Collection



All money brought to school for class excursions and amenities should be sealed in a Yellow Payment envelope and details completed with the following details:

- Student's name
- Class Teacher
- Amount enclosed
- Purpose

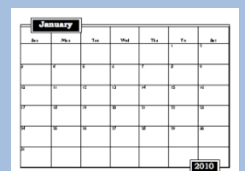
All Yellow Payment Envelopes to be "posted" in the box just outside the front office door, prior to 10.30am each day to ensure banking can be done, as per the Department of Education requirements.

**Eftpos is available at the front office or parents can use direct deposits into the School Account.
BSB 066 516 Account 00900138**

Notices and Term Planners

School notices are mainly sent out electronically on our Skoolbag App, Class DoJo or flyers are sent home with students.

Term Planners are available to view on our website www.Mandurahps.wa.edu.au
Copies of notes are also available in the school front office



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Online Acceptable Use Policy/Agreement

Students need to be protected from exposure to inappropriate online material or activities, to be aware of the risks associated with some online activities, and to adopt protective online behaviour. Mandurah Primary School makes every reasonable effort to achieve this by educating and informing students and parents, as well as by putting measures in place to monitor email traffic and internet access. All activities conducted using Mandurah Primary Schools online services may be logged and accessed for administrative, legal or security purposes.

Parents/Carers are required to complete Consent Forms including:

- Permission for students to have on-line Services Account
- Acceptable Usage Agreement for Primary Students K-2
- Acceptable Usage Agreement for Primary Students 3-6

For more information check our policy section at www.mandurahps.wa.edu.au

Parent / Teacher Meetings

Parents are encouraged to discuss their child's progress with class teachers. To avoid interrupting teacher lessons or preparation time, parents are asked to arrange appointments. Occasionally parents may receive invitations to the school to discuss matters concerning their children.



Parking

Parking is available at Hackett Street and Forrest Street. Free parking is also available a short walk from the school on Sutton Street. Please pay attention to the signage in each area. We request parents do not enter the Staff car park and utilise the kiss 'n' go system at Forrest Street for dropping off and collecting students. During sporting carnivals, the school will endeavour to liaise with the City of Mandurah to avoid infringement notices.

PLEASE WALK IF POSSIBLE!

Personal Belongings

Electronic goods, expensive toys, cameras etc. are not to be brought to school, unless there is a specific reason. If items are brought to school for a specific purpose, they should be handed into the class teacher or the office for safe keeping. The school does not accept liability for any lost or stolen personal items. Jewellery should not be worn, especially on sports days, because of the possibility of injury to the child and to students. No personal sports equipment is to be brought to school.



Reporting to Parents

Students from Kindergarten to Year 6 will receive a Semester 1 and Semester 2 report describing your child's progress and achievements in all areas of the Australian Curriculum for the semester. Kindergarten reports are school generated and will map progress according to our Kindergarten Curriculum which is based on the Early Years Learning Framework. Student achievement and progress is also communicated to parents through individual parent meetings as required or requested throughout the course of the year. Students who are not performing to the expected standard in English or Maths will work on modified programs and these will be communicated to parents during twice yearly meetings.

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Seabreeze Deli

Lunch orders - SeaBreeze Deli is currently supplying lunches every day. Menus can be obtained from the front office or on the Skoolbag App and the website. The correct money should be placed in the supplied lunch bag with the order correctly written on the front. These lunch bags are then placed in the blue bag in each classroom. Orders can also be placed directly with Seabreeze Deli at their shop.

For more information and Menu check our website at www.mandurahps.wa.edu.au

School Board

The School Board is made up of parents, teachers, community members and administration staff.

The School Board:

- Determines priorities and objectives for the next planning cycle;
- Contributes to and endorses the Business Plan;
- Endorses the budget to ensure it is consistent with school priorities;
- Reviews the school plan based on the analysis of student outcomes;
- Reviews the Annual Report;
- Reviews the Schedule of Fees and Charges.



Sick Students

Students who are ill should not be sent to school. Parents/Caregivers of a child who falls ill or is injured at school will be contacted and asked to take them home. In the event of illness or emergency it is imperative that the school can contact a parent/caregiver, family member or family friend during the school day.

Please note that in the event of an emergency an ambulance will be called, however the school accepts no responsibility for the cost.



NO SMOKING

Smoke and Pet Free

The school would like to remind all parents and community members that the school buildings and grounds are strictly smoke free zones. This includes the supply and use of vaporisers and e-cigarettes. Please also note that no pets are to be brought onsite.

Student Requirements

Parents are expected to provide personal items used by the child at the commencement of the school year. These consumables are used continuously and will need to be replenished by parents as the year progresses. Personal Use Lists are available from the front office for each year level as required.



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Uniforms and Dress Code



Mandurah Primary School has a uniform dress code for all students. This is in accordance with the Department of Education policy and has been ratified by the School Board. Acceptance of enrolment assumes an agreement that the enrolling student will dress within the guidelines of the dress code.

The dress code requires all students to wear school uniform whilst at school, on excursions or at any other time whilst representing the school. In accordance with our dress code, students must wear appropriate, enclosed footwear to school as well as a sun-safe hat for all outdoor activities and play.

We encourage our students to take pride in our school and wearing the school uniform is one way in which this is fostered.

For a copy of our comprehensive School Dress Code Policy – please see the school website at www.mandurahps.wa.edu.au

Visitors to School

If visiting the school at any time, other than at drop off or collection times, i.e. 8.45am - 9:00am or 2:50pm-3:00pm, please sign in at the front office.

Access is via the electronic gate adjacent to Gate 1 on Hackett Street. Please buzz and we will unlock the gate remotely



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A to Z



Voluntary Contributions

Voluntary Contributions have been calculated and endorsed by the School Board:

Kindy Annual Contribution - \$25.00

PP-Yr 6 Annual Contribution - \$50.00

Items purchased from this contribution support the continuation of educational programs for all students at our school. Parents are encouraged to support their children's education by making these contributions as early in the school year as possible.

School Contributions

School Contributions cover costs for the following items:

Literacy and Numeracy Resources

History, geography and Science Resources

Visual Arts Materials

Class Cooking Activities

Information Communication Technology (ICT) Resources

Library Books

School Charges

**Additional Charges for Interschool Sport/Excursions/In-term Swimming/ Yr 6 Graduation activities for example range from \$5 to \$100 depending on year level and activity – Please see School Voluntary Contributions and Charges letter for more information **

NB: *Please note that not all children in the year level are involved in all the above activities, eg interschool sporting teams. Participation in these activities is voluntary, but a charge is payable if the student opts to participate.*



Website and Skoolbag App

Our school web page is www.mandurahps.wa.edu.au

Information about our school, upcoming school events and so much more!

Our school app, "Skoolbag" is available to download free from the App Store and allows you to stay up-to-date with school events as well as being well informed of notices and upcoming events.



EARLY CHILDHOOD INFORMATION

Kindergarten Students

Kindy students attend school on a part-time basis as follows;

5 day fortnight (2 days one week and 3 days the following week).
Actual days to be confirmed in 2021.



Attendance

Doors open at 8:40am with the day formally starting at 8:50am when the siren sounds. Students are encouraged to engage in morning routines in preparation for the school day. Please encourage your child to be independent during drop off and pick up times by being responsible for their belongings and tasks.

Once you have enrolled in our Kindergarten Program it is compulsory to attend. Regular attendance is encouraged to establish good attendance patterns for the future. All absences need to be explained. The school can be notified on the day if your child is too unwell to attend, or on the day they return to school.

At the end of the school day, please remain outside the door until we indicate that the children are ready. If someone other than a parent or guardian will be picking your child up please refer to "Collecting students during school hours" for correct procedures.

If you need to collect your child before the end of the school day you will need to report to the front office to sign them out before they can be dismissed from their class.

Program

The School Curriculum and Standards Authority is responsible for curriculum, policy advice and guidelines for all Western Australian schools from Kindergarten to Year 12.

The *Kindergarten Curriculum Guidelines* guide educators to develop kindergarten curriculum for Western Australian children. The guidelines draw from the key ideas and related content from the EYLF (Early Years Learning Framework) to construct curriculum to ensure that all children in Kindergarten experience quality teaching and learning.

Fundamental to the Early Years Learning Framework is a view of children's lives as characterised by *Belonging, Being and Becoming*. Kindergarten children are connected to family, community, culture and place. Their learning takes place through these relationships. As children participate in everyday life, they develop interests and construct their own identities and understandings of the world.



School Curriculum
and Standards
Authority

EARLY CHILDHOOD INFORMATION

Outdoor learning time :

- Planned outdoor learning centres catering for all domains - Cognitive, Social/emotional, Physical, Creative and Language.
- An extension of the indoor learning program when possible.
- A significant amount of time every day (2 x 40 mins) to allow children to explore.

The Benefits of Play

Understand play-based learning in the early years

Educators provide play-based learning through hands-on opportunities to construct knowledge, develop personal skills and co-operate with others.

Early childhood educators provide play-based learning so children can:

- learn new concepts and skills
- express their individuality
- develop a sense of identity and wellbeing
- enhance their curiosity and creativity
- build relationships and resilience
- experience and understand difference and diversity
- make connections between prior experiences and new learning.

Play-based learning can be spontaneous or planned.

Educators intentionally:

- focus on the emotional, organisational and instructional aspects of teaching
- allow sufficient time for purposeful play to occur
- plan experiences linked to the [curriculum](#) based on their knowledge of the children
- make learning meaningful through challenging and achievable goals
- differentiate the curriculum through open-ended experiences and age-appropriate strategies
- design questions to stimulate children's thinking
- use observations and assessments to inform planning.



EARLY CHILDHOOD INFORMATION

Kindergarten Students



Parents' Responsibilities

Prior to coming to Kindergarten, parents have been the prime educators of their children. Once a child commences Kindergarten, parents can look forward to assisting teachers with this ongoing educational process. It is this support that makes for a successful program and happy atmosphere.

Many parents ask about their responsibilities to the Kindergarten. In general, they can be listed as:

- To take an active interest in activities.
- To be prompt when dropping off and collecting children.
- To assist in rostered duties and any other way you can.
- To inform teachers of any medical conditions and/or circumstances which may affect their children.
- Please be sure your child gets a good night's sleep before school days and that he/she eats a good breakfast.
- Reading carefully any notes that are sent home with your child.
- Check your child's bag and the outside notice board daily.
- Update contact details at the office when necessary.

All parents are most welcome to observe their child participating in activities at school.



How Can Parents Help?

It is very important that there is full cooperation and communication between parents and teachers. This can help the child to be a more stable, more effective, happier and useful member of the family and community.

Parents - mothers, fathers (and grandparents), your attendance at Kindy would be greatly appreciated. Your involvement in the program means a lot to your child. Through your visits she/he is able to share his/her experience with you more fully. You will be able to see the work she/he does, how she/he progresses through the year and how she/he fits in with the group. We appreciate your help and welcome the chance to get to know you. Parents don't always realise how much their attendance means;

- The child gets a thrill out of knowing that his/her parents are interested and involved in his/her learning.
- The teacher who can get to know parents better and because of their help can spend more time with the child.
- The parents who can feel a sense of involvement and familiarity with the child's environment.

Clothing

Please remember to send your child in appropriate school uniform. Shoes need to be left on for safety when playing outside. Rubber soled shoes are recommended for climbing activities. Please consider dressing your child in shoes that can be quickly and easily put on e.g. velcro sneakers or sandals. **Thongs may not be worn to school.** Shoes, joggers or sandals are approved for wearing to school as they afford more protection and look better. The children need to remove their clothing and redress after toileting, so please dress your child in clothing that enables him/her to be independent in their routines.

- A change of clothing **MUST** be kept in your child's bag for accidents.
- All clothing and belongings should be clearly labelled with your child's name.
- Sunscreen and hats are required all year round.



EARLY CHILDHOOD INFORMATION



Morning Tea/Lunch

Please send a labelled container/lunch box with healthy snacks such as fruit and yoghurt of your child's choice for morning tea (this is not for sharing amongst the group), and a healthy sandwich and snacks for lunch. A cold pack will also help to keep lunch cool. Please do not send lollies, cakes, chocolates etc.



Allergies

A growing amount of students enter school each year with allergies to nut or nut products. For children with these allergies it is vital that they do not come into contact with trace amounts of nuts through ingestion and sometimes even through touch. For this reason we do not encourage nut or nut products to be brought to school in lunch boxes or in communal birthday treats. This includes spreads on sandwiches like Nutella. Please see the letter from the Principal on the school website www.mandurahps.wa.edu.au



Water bottles

Every day, all students are required to bring a water bottle clearly labelled with their name and room number. It is important that water and not any form of juice be placed in the bottle.



Hats

It is a school requirement that students wear a hat during outside play. Please clearly label your child's hat. If your child does not wear a hat they will be required to play undercover.

Toys and Treasures

Please discourage children from bringing toys to school to avoid arguments, loss or breakage. Students may bring interesting items for the science table or drawings/artwork to put up on the wall or when requested for news telling. The classroom teacher will discuss with individual parents when it's your child's turn.



Health Checks:

School Nurse
primary

- During the year, the school nurse will complete a medical examination on all pre-students after consent forms have been completed by parents/carers.

Dentist

- An appointment will be made during the year for your Pre-primary child to see the Dentist after consent forms have been completed.

School Psychologist

- By appointment on a referral basis.

Parents are urged to contact the teacher about any matter regarding their child. Please remember however, that the teacher's first responsibility during school hours is to the children. Interview times can be arranged before or after school or at a mutually convenient time.

EARLY CHILDHOOD INFORMATION

Playground Equipment

For safety reasons the playground is not to be used by any students before or after school. Please supervise younger siblings when escorting a Kindergarten child to and from the classroom to ensure they do not climb on the equipment.

Writing Skills

We explicitly teach Kindergarten students how to correctly hold a pencil during this pre-writing phase of development. An incorrect pencil grip can lead to writing problems later on. Throughout the Kindergarten year students will experiment with writing and the concepts of print. Foundation Handwriting is taught (K-1) and Victorian Modern Cursive is taught (Years 2-6) in all Western Australian schools.

The Early Childhood Program is based on the belief that children learn best through PLAY.

This is a year of fun learning for your child, in an environment that encourages children to make their own choices and discoveries that are meaningful to them. It is a time for creative thinking, problem-solving, decision-making, socialisation, self-control, independence and many other important skills that are learned through valuable play activities.

The Kindy program is an important part of the transition between home and formal education. The overall aim of the program is to develop each child at his/her own rate, within the four developmental areas:

Physical	Fine motor skills
	Gross motor skills
Cognitive/Mental	Problem solving
	Inquiry Experimentation
	Hypothesising Researching
Social/Emotional	Interpersonal skills
	Intrapersonal Skills
	Work Skills
	Independence
Language	Oral Language
	Phonological Awareness
	Comprehension
	Oral Narrative Semantics

As well as promoting growth in these developmental areas, the program encourages individuality and independence and aims to enhance each personality to its fullest. The child whose "self" is respected is the one who will have the confidence and desire to succeed in future schooling and future life.



VICTORIAN MODERN CURSIVE WRITING EXAMPLES




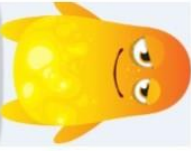


Foundation Cursive



Victorian Modern Cursive

Victorian Modern Cursive

Aa Bb Cc Dd Ee Ff Gg
Hh Ii Jj Kk Ll Mm Nn
Oo Pp Qq Rr Ss Tt
Uu Vv Ww Xx Yy Zz

	R Responsibility	E Equity	A Achievement	C Care	H Honesty
Always	 Ricky Responsibility Make safe choices Follow school expectations Line up and Transition Appropriately	 Elly Equity Respect and value others and their property	 Andy Achievement Aim for regular attendance Be positive Do your very best	 Katie Care Be allergy aware Be polite Take care of property	 Ollie Honesty Tell the truth Ask before borrowing
During Learning Time	Start your work straight away Stay on task Follow class expectations Be on time Have your own school supplies	Listen attentively Use your inside voices Put your hand up and wait your turn Accept different teachers' styles and classes Accept the differences of your peers	Complete your work as best you can Be active in the pursuit of excellence Be persistent in solving problems Set goals and work towards them	Clean up work areas Use equipment safely Respect equipment Look after your school supplies Walk inside Ask permission to leave Maintain personal space	Cooperate with peers and teachers Speak to someone if you feel uncomfortable
Before and After School	Arrive at school between 8:30—8:40 Prepare your materials for the day (get your equipment ready and start your Daily 10) Leave school promptly	Be aware of people in your surroundings (staff, teachers, parents)	Wear your uniform with pride	Go straight home Wear a helmet Be road wise Use cross walk correctly Wear your "Be Seen Be Safe" vest	Wait quietly in appropriate areas before 8:30 Walk your wheels on school property Hand in electronic devices Let an adult know if you need something
Break Times	Eat your own lunch and recess Put all of your rubbish in the bin Wear your hat and your shoes Use the toilet appropriately	Line up and wait your turn at the canteen Help others Include others in your games Agree on game rules Play fair	Manage your emotions Try to solve problems before asking for help	Sit down to eat and drink Keep your school tidy Be sun smart and wear your hat Play safely and sensibly Keep your hands, feet and other objects to yourself	 MANDURAH PRIMARY SCHOOL EST. 1972 MANDURAH - FREEMAN'S CREEK

