

# A MESSAGE FROM THE STAFF OF PEEL LANGUAGE DEVELOPMENT SCHOOL

On behalf of the staff of our Kindy and our school, we would like to extend a warm welcome to your child and your family. We are delighted at the opportunity to educate and care for your child in their first year of schooling. We will endeavour to ensure their experiences are both positive and enjoyable.

At Peel Language Development School, we believe that building positive relationships with our students is essential to their sense of belonging. It is important that all children feel secure and supported emotionally, physically and academically within their learning environment.

We equally value, acknowledge and respect parents and caregivers as children's first educators and will aim to create collaborative partnerships that are mutually respectful and beneficial to our students.

This booklet contains information that may assist you in preparing your child for school. If you have any further queries, please do not hesitate to contact your child's Classroom Teacher or a member of our Administration staff.

We look forward to meeting with you and getting to know your child and family over the coming school year.



"IF CHILDREN LIVE WITH ACCEPTANCE AND FRIENDSHIP, THEY LEARN TO FIND LOVE IN THE WORLD"

# SOME HANDY HINTS FOR STARTING KINDY

Starting Kindy can be an exciting, nerve wracking or confusing time for both children and parents. We have compiled some information to help make your first few days at Peel Language Development School a success and as stress free as possible.



### When choosing and preparing items for school:

• Choose a bag that is large enough to fit a lunchbox, scrapbook and set of spare clothes. Your child will be expected to carry this bag.

• Make sure that you label clothing, drink bottles, lunch boxes and containers with your child's first and last name so that items can be returned if lost.

• Stationery does not need to be labelled as this will become part of a shared set.



• Material art shirts are preferable to plastic ones as they are more durable and allow students to move more easily.

#### Before school starts it is a good idea to:

• Drive past the school and point out the classrooms and playgrounds to your child. Talk about school in a positive light. Talk about all the fun your child will have at school and all the new friends they will meet. Discuss with your child what a Teacher is and that they will be there to support and care for them.

• Work on toilet training. This can be a confronting issue for children when faced with an unknown person helping them to change their clothes at school. Encourage your child to practise being able to dress and undress themselves, flush the toilet and wash their hands.

• Take your child with you when choosing their school bag or lunch box. Make it an exciting time and use this as a time to discuss school positively.

· Practise opening and closing clips and zips on clothing and lunchboxes.





#### **ON THE FIRST DAY**

We understand that it can be an emotional time when your child begins Kindy. We would like to assure you that we will treat your child like our own and want nothing but the best for them. If you are finding it difficult on the first day please try to stay positive for your child. Your child will look to you to gauge how they should be feeling. When it is time to leave please make sure you say goodbye to your child. A quick kiss, hug and wave goodbye is best.

first day of kindergarten

Also make sure that you let them know that you will be back at the end of the day to collect them. When you do leave please make sure that you walk out of your child's line of sight and give yourself a pat on the back for preparing your child for Kindy. It is going to be a great year!

#### COMMUNICATIONS

Open, effective communication is a priority at our school. We have an open-door policy and ask that parents/caregivers raise any concerns directly with the Classroom Teacher or Administration staff. Equally, if the Kindy staff feel it necessary, a telephone call or conversation with parents/caregivers may assist to resolve any challenges or difficulties your child may be experiencing. Parents are most welcome to see the Classroom Teacher informally before or at the end of the school day. However, if additional time or discretion is required to discuss a concern, we recommend arranging a formal meeting at a mutually convenient time.



Here are my hands with ten fingers in all, My first mark in school to hang on the wall. As years go by, I'll remember and say, "My hands and I had a very good day!"

#### HOW YOU CAN HELP US

Share with the Teacher any information which will help us understand your child. Parent interviews can be arranged with the Teacher at mutually convenient times. Send your child to school regularly and on time. Show an interest in what your child does both at home and at school. Praise your child's efforts and set realistic goals for him/her. Read to your child frequently to foster an interest in literature. Ensure your child gets adequate rest and a healthy diet. Use consistent discipline and encourage personal responsibility. Encourage fluent speech by listening, discussing and explaining. Value and share your child's work and play. Support the school in practical ways—social activities, excursions and parent help, P&C etc.

### VISITORS AND PARENT HELPERS

We value parent helpers and visitors to our school. Visitors should report to the office, and sign in on the iPad upon entering the school grounds. It is a Department requirement that parent helpers either have a current "Working with Children Check" card or complete a "Confidential Declaration" once a year. Declaration forms can be completed during the iPad sign in.

#### **CUSTODY ISSUES**

If custody issues are in place for your child, please provide the relevant court orders and documentation to Administration at Main Campus, located at Rockingham Lakes Primary School.

# STUDENT ARRIVAL AND DAY END PROCEDURE

Please help to keep our school a safe place for all students and their families.

Students can be dropped off at their classroom from 8:25am – 8:40am at Rockingham Lakes Campus, 8.25am - 8.40am at Bungaree Campus, 8.30am - 8.50am at Pinjarra Campus and 8.30am at Mandurah Campus. Please do not leave your child unaccompanied prior to this time.

Please discourage your child from playing on the equipment in the morning due to Safety and Duty of Care protocols.

When escorting your child to his/her classroom, please park in the designated parent parking areas only. Parents are requested to escort their child across driveways and parking areas.

When collecting your child at the end of the day please wait outside the classroom door until we release your child to you. If you need to discuss anything with us please wait until all the children have been dismissed. If someone besides the parent/caregiver is going to collect your child please let us know in writing or by contacting the school. This ensures that we can maintain our Duty of Care to your child. In the case of an unexpected event you can contact the main office to inform them of who will be collecting your child. They will be asked for photo identification upon arrival to school.

### ATTENDANCE

All students are discouraged from missing school for reasons other than illness or emergencies. It is important to understand that there is a strong relationship between attendance and learning and that missed classroom teaching and learning activities can never be entirely replaced. Attitudes relating to the value of education and the importance of study are shaped by parental priorities regarding school attendance.

# RETURNING TO SCHOOL AFTER AN ABSENCE

A written explanation of a student's absence is required by law. Upon returning to school the student is required to bring a written note from the parent/caregiver stating the dates absent and also the reason for absence. Alternatively, the Administration Team can be notified via the Connect app.



### **UNAVOIDABLE ABSENCE**

Parents/carers who need to withdraw students during school hours for appointments or specialist services are required to make this known to the student's Teacher in advance. The parent/carer picking the student up from school must first show their identification (eg driver's licence etc) to the Administration Office and complete a leave pass for the student before collecting them from class. Under Duty of Care, Teachers will not release any child unless a pass has been completed.

### LATE ARRIVAL

Parents of students who arrive after 8.50am at Rockingham Lakes Campus are required to complete a late pass from the Administration Office before taking the student to class. Students at Mandurah Campus are required to collect a late pass from the front office. Students at Bungaree Campus and Pinjarra Campus go straight to the classroom where a staff member will record their arrival time.

### SCHOOL CODE OF BEHAVIOUR

Discipline provides the boundaries children need to feel secure, to develop character and to succeed morally and academically at school. Teachers at this school endeavour to set an environment that provides security through structure, consistency and order. Parents are urged to encourage their child to:

- $\star$  Take responsibility to learn
- $\star$  Settle conflict in a peaceful manner
- $\star$  Be sensitive to the needs and feelings of others



### **CLASSROOM ROSTER**

Parent Help offers you an opportunity to become familiar with our program and routines. It is also a special time for you to see how your child interacts with other children and to get to know their friends. The Parent Help roster will commence when the children have had time to settle into the Kindergarten routine. Your classroom teacher will notify you when the roster is going to commence. Due to Duty of Care guidelines and to allow for maximum participation, we would prefer that alternate arrangements are made for younger siblings on their parents' rostered day.



# UNIFORM REQUIREMENTS



#### **Rockingham Lakes Campus**

All students, including Kindergarten are required to wear the school uniform which consists of navy bottoms and a teal top. This is ordered through **quickcliq.com.au** 



#### **Mandurah Campus**

All students, including Kindergarten and Pre-Primary students are required to wear the school uniform which consists of black bottoms and a black top with Mandurah Primary School logo. Uniforms are purchased from PERM-A-PLEAT, Unit 2 / 76 Reserve Drive Mandurah.



#### Pinjarra Campus

All students, including Kindergarten and Pre-Primary students are required to wear the school uniform, which consists of black bottoms and a maroon top.

Pinjarra Uniform Shop is operated by volunteers of the school's P&C. The shop is open on Thursday 8.15-9.00 am. If you are unable to visit during opening hours a uniform order can be handed into the Pinjarra Primary School reception. Once orders have been paid in full they will be delivered to your child's class.



## FOOTWEAR

Children need to be able to remove and put on their own footwear and socks. Sandals and joggers with velcro fastenings are encouraged to assist your child with completing these tasks.

### LOST PROPERTY

Please ensure all clothing and personal items are clearly labelled. Lost property is held in Block 2 at the Rockingham Lakes Campus. For lost property at other campuses please see your classroom Teacher.

#### HATS

A "no hat, no play" policy is implemented at all campuses throughout the year. Students who do not wear a hat during recess and lunch are required to play in undercover areas.

Rockingham Lakes Primary School is a SunSmart School. All students and Teachers are required to wear broad-brimmed, bucket or legionnaire hats when outside. Students without a broad-brimmed, bucket or legionnaire hat will be directed to stay in an area that is protected from the sun. The uniform shop stocks hats that meet the above criteria.







# WHAT TO BRING

- A large bag, preferably of backpack type (large enough for children to independently access their personal belongings)
- One piece of fruit (No peanuts please due to students with severe anaphylactic reactions. We are an "allergy aware" school) Please see the Crunch & Sip guidelines for further information
- Stationery (see stationery list you were provided with)
- One spare set of clothes in a named plastic bag (to be stored in student's backpack)





- A packed lunch
- An art shirt
- Baby wipes
- One tea towel
- One roll of paper towel
- A library bag
- Two boxes of tissues
- Liquid soap 500ml
- One hand towel



## TOYS

Donation of a children's storybook at the beginning of the year would be most appreciated. These books will be placed in the class 'book corner' for all the children in the class to share. We would prefer new books, but we are happy to accept secondhand books if they are in excellent condition.

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# **BOOK DONATIONS**

Please do not allow your child to bring toys to school. Children are not permitted to play with personal items at school as this guite often leads to unnecessary conflict, toys getting broken or lost.





#### LUNCHES AND SNACKS

It is recommended that all food items sent to school for a snack or for lunch are balanced and nutritious. All campuses are "allergy aware" and everyone is asked to refrain from bringing nuts and all nut products to school due to students with severe anaphylactic reactions.

#### **DRINKS IN CLASSROOMS**

Students are encouraged to bring a named water bottle (no juice or cordial please) into class to have a drink when necessary to stay hydrated.











### ILLNESS

Parents should not send their child to school if they display any of the following:

- An elevated temperature
- Skin rash, undiagnosed or not under treatment
- Inflamed eyes
- Sore throat and/or coughing
- Vomiting or diarrhoea
- Runny nose
- Head lice





#### **MEDICATION**

If your child is on antibiotics or other medication he/she should remain at home while unwell or contagious. If your child is well enough to return to school but is completing a course of medication you will need to complete the required paperwork to enable medication to be administered by staff. Please remember that the best place for children who are unwell is at home. Children cannot have medication of any kind in their bags (eg cough medicine, cough lollies).

Parents of children who suffer from Asthma will be given an Action Plan form at the beginning of the year. This is to be completed and returned to Administration at our Rockingham Lakes Campus.

Parents of children who are on any other regular preventative medication need to discuss the management of your child's needs with Administration.

#### **HEAD LICE**

Head lice are extremely contagious. If a student is found to have head lice or nits, a parent or guardian will be contacted to pick the student up from school.



# **USEFUL JUNK ITEMS**

Kindergarten activities utilise a wide range of household items. The Classroom Teacher may send out requests for some of the following items throughout the school year.

- Washed ice cream containers with lids
- Washed margarine & yoghurt containers
- Computer printout paper
- Confetti
- Patty pans
- Knitting wool
- Cotton reels
- Fabric scraps, lace, ribbon or felt
- Big jars with lids
- Dress-up clothes, shoes, hats handbags
- Aluminium foil
- Wood shavings / sawdust
- Balloons
- Beads
- Boxes (cereal, tissue, tooth paste etc.)
- Bottles (plastic)
- Cards
- Carpet squares
- Cellophane
- Wrapping paper

- Cake tins
- Tin cans
- Velcro
- Corrugated paper/cardboard
- Cardboard tubes (not toilet rolls)
- Buttons
- Cardboard
- Costume jewellery
- Easter egg wrappers
- Egg cartons
- Foam scraps
- Paper/plastic cups, plates etc.
- Pipe cleaners
- Ribbon, rickrack
- Sandpaper
- Scarves
- Sea shells
- Shoe boxes
- Sponges

#### WHAT DID YOU DO AT SCHOOL TODAY?

Asking your child what they did at school is a great way to develop your child's ability to sequence events, oral language and conversational skills.

Sometimes children don't know where to begin so you can prompt them by asking:

What did you do in the morning? What did you do at lunchtime? What did you do after lunch?

Share with your child what you did that day. This helps them to understand how to respond to the question, sequence events, put words into sentences, give enough information and develop their social skills.





#### FUN WITH LANGUAGE

Play Simon Says to strengthen your child's attention and ability to follow instructions

- Make sure you have your child's attention
- Use different lengths of instructions:
- One stage instructions (e.g. Simon says clap your hands)
- Two stage instructions (e.g. Simon says sit down and touch your toes)

• Change the length and difficulty of instructions as you need with your child

## **SCHOOL HOURS**



#### **ROCKINGHAM LAKES** CAMPUS

8.50am	School Commences		
10.50am - 11.30am	Lunch		
1.30pm - 1.50pm	Recess		
2.50pm	End of School Day		



#### **PINJARRA CAMPUS**

8.50am	School Commences	8.49am	School Commences	
11.00am - 11.30am	Lunch	11.05am - 11.25am	Lunch	
1.40pm - 2.00pm	Recess	1.25pm - 2.00pm	Recess	
3.00pm	End of School Day	3.00pm	End of School Day	

#### **EARLY CLOSE MONDAY 2.30PM**





#### **MANDURAH CAMPUS**

# 2024 KINDY DAYS - ALL SITES

		Monday	Tuesday	Wednesday	Thursday	Friday
	Week 1	29 Jan	30 Jan	31 Jan	1 Feb	2 Feb
	Week 2	5 Feb	6 Feb	7 Feb	8 Feb	9 Feb
	Week 3	12 Feb	13 Feb	14 Feb	15 Feb	16 Feb
	Week 4	19 Feb	20 Feb	21 Feb	22 Feb	23 Feb
TERM 1	Week 5	26 Feb	27 Feb	28 Feb	29 Feb	1 Mar
	Week 6	Public Holiday 4 Mar	5 Mar	6 Mar	7 Mar	8 Mar
	Week 7	11 Mar	12 Mar	13 Mar	14 Mar	15 Mar
	Week 8	18 Mar	19 Mar	20 Mar	21 Mar	22 Mar
	Week 9	25 Mar	26 Mar	27 Mar	Last Day 28 Mar Term 1	Public Holiday 29 Mar

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1	15 Apr	16 Apr	17 Apr	18 Apr	19 Apr
Week 2	22 Apr	23 Apr	24 Apr	Public Holiday 25 Apr	26 Apr
Week 3	29 Apr	30 Apr	1 May	2 May	3 May
Week 4	6 May	7 May	8 May	9 May	10 May
Week 5	13 May	14 May	15 May	16 May	17 May
Week 6	20 May	21 May	22 May	23 May	24 May
Week 7	27 May	28 May	29 May	30 May	31 May
Week 8	Public Holiday 3 Jun	4 Jun	5 Jun	6 Jun	7 Jun
Week 9	10 Jun	11 Jun	12 Jun	13 Jun	14 Jun
Week 10	17 Jun	18 Jun	19 Jun	20 Jun	21 Jun
Week 11	24 Jun	25 Jun	26 Jun	27 Jun	Last Day 28 Jun Term 2

TERM 2

# 2024 KINDY DAYS - ALL SITES

		Monday	Tuesday	Wednesday	Thursday	Friday
	Week 1	15 Jul	16 Jul	17 Jul	18 Jul	19 Jul
	Week 2	22 Jul	23 Jul	24 Jul	25 Jul	26 Jul
	Week 3	29 Jul	30 Jul	31 Jul	1 Aug	2 Aug
	Week 4	5 Aug	6 Aug	7 Aug	8 Aug	9 Aug
TERM	Week 5	12 Aug	13 Aug	14 Aug	15 Aug	16 Aug
3	Week 6	19 Aug	20 Aug	21 Aug	22 Aug	23 Aug
	Week 7	26 Aug	27 Aug	28 Aug	29 Aug	30 Aug
	Week 8	2 Sep	3 Sep	4 Sep	5 Sep	6 Sep
	Week 9	9 Sep	10 Sep	11 Sep	12 Sep	13 Sep
	Week 10	16 Sep	17 Sep	18 Sep	19 Sep	Last Day 20 Sep Term 3

**TERM** 4

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1	7 Oct	8 Oct	9 Oct	10 Oct	11 Oct
Week 2	14 Oct	15 Oct	16 Oct	17 Oct	18 Oct
Week 3	21 Oct	22 Oct	23 Oct	24 Oct	25 Oct
Week 4	28 Oct	29 Oct	30 Oct	31 Oct	1 Nov
Week 5	4 Nov	5 Nov	6 Nov	7 Nov	8 Nov
Week 6	11 Nov	12 Nov	13 Nov	14 Nov	15 Nov
Week 7	18 Nov	19 Nov	20 Nov	21 Nov	22 Nov
Week 8	25 Nov	26 Nov	27 Nov	28 Nov	29 Nov
Week 9	2 Dec	3 Dec	4 Dec	5 Dec	6 Dec
Week 10	9 Dec	10 Dec	11 Dec	Last Day 12 Dec Term 4	13 Dec