

# KOONDOOLA PRIMARY SCHOOL



## Kindergarten Parent Information Booklet 2017



Telephone: 9343 1044

School: 50 Burbridge Avenue KOONDOOLA WA 6064

Kindergarten: Meldrum Way, KOONDOOLA WA 6064

Classroom: EC2 (Early Childhood Classroom 2)

Dear Parents,

Welcome to your child's year at the Koondoola Primary School Kindergarten. We are here to help your child have a happy, interesting and productive time in their beginning year of schooling.

In 2017 we have two kindy groups and the days and times for the groups are as follows:-

## Kindy Days and Times for 2017

### Red Group

Monday - full day from 8.45 am until 3.00 pm – every week  
Tuesday – full day from 8.45 am until 2.20 pm (early close day) – every week  
Wednesday - from 8.45 am until 3.00 pm (**alternate weeks only**)

### Blue Group

Thursday – full day from 8.45 am until 3.00 pm – every week  
Friday – full day from 8.45 am until 3.00 pm – every week  
Wednesday from 8.45 am until 3.00 pm (**alternate weeks only**)

Please note, the school has an **early close day** on Tuesday of **every** week. The children must be collected at 2.20 pm to enable the staff to attend meetings with other staff at the school. Children who are not collected at 2.20 pm will wait for their parents at the main school office.

The children break for lunch at 12.30 pm.

Our kindergarten groups can have a maximum of 20 children in each group.

Parents will be given an information sheet that will show their child's Friday Rotation. The children come to kindy on their regular two days each week and alternate Fridays.

### Bringing your child to kindy

It is **VERY IMPORTANT** parents wait on the verandah **WITH** their child until the doors are opened at the start time of 8.45 am each morning. Please help your child to tidy up any play equipment they have used while they were waiting for the kindy doors to open. You are welcome to come inside the kindy and do a puzzle or share a book with your child once the doors are opened in the mornings.

### Collecting your child at the end of the day

Please be prompt when collecting your child at home time, young children can become distressed very quickly when all the other children have all gone home and they are left with the staff and have no other children to play with at the kindy.

**If you are going to be late to collect your child, please phone the kindy on 9343 1044 to advise the staff.**



## Attendance - *The importance of good attendance on your child's early learning*

**Children enrolled at the kindergarten need to attend kindly *regularly***, so they can access a continuity of the program. If your child is unable to attend, you are requested to phone the school on 9343 1044 **before** 9.30 am in the morning.

At our school we are both highly sympathetic to and very understanding of legitimate illness among our students.



The school has an automatic mobile phone messaging system that sends an SMS message to the parent's mobile phone when their child has not arrived at school and the parents have not phoned the school office (9343 1044) to let the staff know the child will be away.

When your child returns to kindly after they have been away, please tell the teacher the reason the child was away or write a note explaining the absence.

The research below indicates that good attendance habits established in the early years of schooling translate to successful learning, beginning with kindly.

**“Student Attendance and Educational Outcomes; Every Day Counts”** was prepared for the Department of Education by the *Telethon Institute for Child Health Research, UWA* in May 2013.

The report was based on the attendance patterns of some 415,000 Government school students in WA. It tables some interesting points.

### **Key Findings of the document are as follows:-**

1. Disparities in attendance rates are evident from early schooling. The data indicates that attendance rates further diminish in secondary school. It is critical that good attendance patterns are established in the early years, particularly kindly. If good attendance is not established early, then the data says that a child's high school attendance will be further reduced. A good start is imperative to future success.
2. In all analyses, average academic achievement on NAPLAN tests declined as absence rates increased. This was evident across all sub groups ie nationality, gender, transience, socio-economic status etc. Every day of attendance contributes positively toward a child's learning. Absence from school was related to poor academic achievement, not only in the current year but in future years as well. Gaps in student learning from one poor year of attendance have a flow on effect in future years.
3. Educators cannot improve attendance alone. The community needs to be included. The community needs to recognise the importance of education. Achieving this can be done by students only being absent for valid illnesses. Absences for *birthdays, holidays in term time, appointments that could be done out of hours, for a day of rest after a busy weekend etc*, are not legitimate reasons for non-attendance at school.

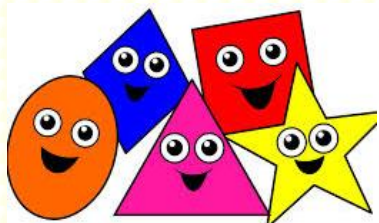


Please support your child by advising the school of non-attendance and by ensuring that your child attends regularly. If there are any issues that impact upon your child's attendance please contact the school so that we are able to support you.



## The Kindergarten Program

The Koondoola Primary School Kindergarten provides a program of activities appropriate to the needs and development of 4-year-old children. We place a lot of importance on **social skills** which is a major feature of the **Early Years Learning Framework**. The children are part of a large group at kindergarten and they will need to learn how to consider the needs of the other children. The children learn how to take “turns” and “share” equipment. We foster the children’s **emotional development** by encouraging them to be independent and take responsibility for their own actions and decisions.



We teach many basic concepts for example; pre-reading and language skills, mathematical skills of number, size, shape etc. The children are introduced to letter sounds and sight words. We organise whole group activities, small group activities as well as activities the children do individually.

We place a large emphasis on play. This is because children are encouraged to explore at their own pace and try things out for themselves. It also allows them to revisit and consolidate what they have already been intentionally taught. We provide a varied and wide range of materials and equipment to support and extend their learning.

Kindergarten aged children need to do things in a hands-on way. They learn through their muscles and their senses. They need active practical experience of handling, feeling, hearing, and doing things physically, as this is more meaningful to them.



Children learn a lot from each other and we encourage them to play together, talk to each other and help each other.

## Things Your Child Will Need

### Fruit Time

We share “fruit time” together every day. Please send in **one (1)** piece of fresh fruit, or crunchy salad vegetables eg carrot, celery or cucumber. Dried fruit like sultanas and apricots are also very good. Cheese and savoury crackers are also very popular. The fruit and vegetables are cut up and placed on plates for the children to share. We encourage the children to try different, perhaps unfamiliar, fruits and vegetables as a way of widening their experience.



### Lunch



Please provide a nutritious packed lunch for your child. Send only what your child would usually eat for lunch. Sandwiches, rice and noodles are usually the most popular. We try to encourage your child to eat as much of their lunch as they can and take home any food they do not eat, so you can see how much food your child has eaten at lunchtime. Please put an ice pack in with your child’s lunch to keep the food cool during in the summer. **Please** – do not send lollies, milk, milk boxes, Up ‘n’ Go drinks, muesli bars or any sweet

‘desserts’ or juice boxes. These types of drinks have a very high sugar content and fill the children up, without providing much nutritional goodness, and then the children can’t eat their lunch.

## Water sipper bottle

Please provide a plastic water sipper bottle for your child to fill up **with plain water**, so your child can have a drink whenever he or she is thirsty.

Please do not put any cordial in the bottle – it is very high in sugar. We only drink water at kindy.



## Sunscreen

Although sunscreen is provided at kindy we recommend sunscreen be applied to your child's skin before your child comes to kindy. It is helpful if you teach your child how apply the sunscreen themselves.

## Clothing and school uniform and hats

We encourage the children to wear our school uniform. The school will be introducing a new style of uniform in 2017. Parents can buy the new school uniform directly from Eclipse Universal, Unit 2 / 10 Stanford Way, Malaga. The telephone number for Eclipse Universal is 9249 4344. We will have a transition period when both the older style and the new style of uniforms can be worn. Please note, uniforms will no longer be sold from the school office.



Koondoola is a '**SunSmart School**' registered with the Cancer Council and working to ensure our children are educated in how to enjoy Australia's glorious sunshine safely. We will be insisting children wear 'SunSmart' hats at recess, lunch and during physical education and sport. We will also be making sunscreen available and teaching the children how to apply it correctly. Children will also be allowed to wear approved sun glasses at school and they will be taught the etiquette around wearing them.

As part of our new style of uniform, the school hats will be reversible with navy blue colour on one side and the child's faction colour on the other side. Please make sure you know which faction your child is in if you plan to buy the new style of hat from Eclipse Universal.



Bucket hats are recommended as they do not fall off as easily as other types of hats. Any wide-brimmed navy coloured hat is acceptable as well as Legionnaires style caps. Caps without a neck flap are not acceptable headwear for play in the sun as they do not provide adequate protection to the neck and ears. Thank you for your support in this important program that aims to keep our kids healthy as they enjoy our wonderful climate.

We provide aprons to protect the children's clothes during "messy" work eg painting. Please **ALWAYS keep a complete change of clothing in your child's school bag** "just in case" it is required. Please also ensure your child can manage his / her own clothing eg zips, buckles etc when going to the toilet.



## Kindy Booklist Requirements

Parents are required to purchase the items on the Kindy Booklist Requirements sheet. It is important the children bring the items along to kindy in the first week of Term 1.

Please note kindergarten children need "**JUMBO** or **MEGA** size" crayons and markers.



### Cushion for Rest Time

We have a quiet period of “Rest Time” after lunch each day and your child needs to bring a **small** cushion to Kindy to rest their head on.



### School bag or backpack

The children need a school bag to carry all their belongings to and from Kindy.

Please ensure your child can manage to do up the buckles and clips up on his / her own school bag independently.

### Shoes

We ask the children to keep their shoes on during outdoor activities for safety reasons and to protect themselves against potential hazards in the playground. The children need to wear comfortable, flexible and safe shoes **that enclose the whole foot**, so the children can run, jump and land safely. Thongs, ugg boots or scuffs are not suitable for kindy. The children need to be able to **fasten their own shoes themselves** (velcro is easy for young children to manage). **Please do not send your child with lace-up shoes** that they cannot tie up themselves, these shoes are too difficult for the children to manage when they need to feel independent.



### Medication

If your child requires medication while they are at Kindergarten, we'll give you a form for your GP / Family Doctor / Medical Practice to fill in.

The staff will need full written instructions from the GP / Doctor / Medical Practice about any medicines your child may need to take while they are at kindy. We have a safe, lockable cupboard to keep the medicines safely out of children's reach.

### Toys

We provide a lot of equipment to engage the children. The children do not need to bring toys from home as they may get lost or damaged, and misunderstandings may occur.

If your child brings home a piece of a toy, puzzle or game we would appreciate you returning the piece to kindy as soon as possible.



### Supervision

The children are supervised at all times. Please ensure you stay with your child in the morning before we open the doors, and that you are prompt collecting your child at home time.

## Birthdays



You are welcome to send in a cake or individual cupcakes to kindly on your child's birthday (we can provide the candles).

We also keep a "model" cake at kindly so all the children can share your child's celebration and sing "Happy Birthday!"

## Parent Roster

We will set up a parent roster and request you to volunteer to spend time with us at the kindly. Your child feels very encouraged with your presence, and becomes very proud. It also gives you the chance to see what happens at kindly each day and to ask questions. This is also a good opportunity for you to mention any concerns you may have about your child.



Grandparents, dads and other family members are also welcome to come to kindly.



## Laundry Roster

Every week a child's name is chosen to "win" the bag of laundry. The bag contains some towels, tea towels, painting aprons and perhaps some dress-up clothes. We ask you to please wash, dry, fold them and return them to kindly early the next week.

We really appreciate your help in doing the kindly washing for us, and it helps to maintain our clean, hygienic atmosphere for the children.

## Communication and school app

We will have notes displayed near the kindly doors with information about current activities, themes and news. The children will also receive the regular school newsletter. We welcome you to come into the kindly and share books and puzzles with your child at the beginning of the day. This also gives you a chance to look around the kindly and see the activities and environment your child is participating in.

Our school has an app and we will be using it to send messages, reminders, newsletters etc to parents. Enclosed is a small flyer about our new school app that is called tiqbiz. The app can be used on your mobile phone, tablet or computer. Instructions on how to set up tiqbiz on your phone is on the flyer. If you need help putting tiqbiz on your phone the staff at the office can help up or for technical support email [support@tiqbiz.com](mailto:support@tiqbiz.com)



tiqbiz 



## Your enthusiasm

Your child will really flourish if you find time every day to:-

- ❖ talk to your child and answer any questions with simple explanations. Discuss things with your child and listen to what you child tells you!
- ❖ read and share books together, discuss who is in the story and what is happening.
- ❖ count the number of small items around you e.g. blocks, cups, spoons, pegs etc. Ask your child, are there “more”, are there “lots”, or are there “just a few items”?
- ❖ take notice and talk about the different colours, shapes, sizes of everyday things around you.
- ❖ write words down on pieces of paper eg shopping list and let your child see that writing is meaningful. Please provide lots of crayons, marker pens (**Jumbo** or **Mega** size) and blank paper and allow your child to draw and “write” freely.



## ❖ Give your child lots of attention!

- ❖ You really are very important to your child and whatever you say and do makes a very strong impression on your child.
- ❖ The best way to help your child is to take an interest in him / her and what they are doing. *The more interest you show in your child, the stronger impact you have on your child.*  
***It is much more important than all the “teaching” you might do.***
- ❖ When your child knows **they really do matter to you**, they grow strongly in their emotional development. This will positively influence and encourage every aspect of their all-round learning.



Parents and children can walk to the kindergarten via a path from the school or if you are driving you may prefer to access the kindergarten via Meldrum Way. The parent car park off Meldrum Way has recently been extended. Please be considerate if you are parking your car on the street in Meldrum Way, our neighbours need to be able to access their homes without cars blocking their driveway.



## Voluntary Contributions

In order to enhance the educational opportunities available to the children in government schools, the Department of Education's regulations permit Principals to request up to \$60.00 per child voluntary contributions each year. At Koondoola Primary School students from kindergarten to Year 6 are requested to pay the voluntary contributions. The Koondoola Primary School Board has set the amount of voluntary contributions for Koondoola Primary School for 2017. Parents are asked to pay \$25.00 for the first child in their family and \$15.00 for each additional child.

The money from voluntary contributions goes towards purchasing extra classroom resources and equipment for the children to use. We would appreciate parents paying their child's voluntary contributions at the beginning of the year. Reminder letters will be sent out during the year. If you have difficulty paying your child's voluntary contribution in one payment, please talk to the staff at the school office or telephone on 9343 1044 so we make a payment plan to suit.

## Payments



Many items including voluntary contributions, excursions etc can be paid for at the office using EFTPOS cards (saving, cheque or credit cards).

If you are paying for items using cash, it can be sent to the office in the payment envelope that will be provided.

## Term Dates for 2017

<b>Term 1:</b>	Wednesday 1 <sup>st</sup> February until Friday 7 <sup>th</sup> April
<b>Term 2:</b>	Wednesday 26 <sup>th</sup> April Friday 30 <sup>th</sup> June
<b>Term 3:</b>	Tuesday 18 <sup>th</sup> July until Friday, 22 <sup>nd</sup> September
<b>Term 4:</b>	Tuesday 10 <sup>th</sup> October until Thursday 14 <sup>th</sup> December

## Professional Development Days for 2017

The staff will be participating in six (6) Professional Development Days during the year. The Professional Development Days are student-free days and the children do not attend school on these days. The first two (2) Professional Development days for 2017 will be held on Monday 30<sup>th</sup> January and Tuesday 31<sup>st</sup> January before the students commence school.

The other three Professional Development Days for 2017 will be held on:-

Term 2 - Monday 24<sup>th</sup> April

Term 3 - Monday 17<sup>th</sup> July

Term 4 - Monday 9<sup>th</sup> October

The final Professional Development day will be held on Friday 15<sup>th</sup> December.