Kindergarten Parent Handout 2017

Welcome to ELT1 - Kindy 1. We look forward to working together to achieve the best possible outcome for your child.

**Teachers:**
- ELT1 Mrs Debra Lipari (M, T, Th, F) Debra.Lipari@education.wa.edu.au
- Ms Kim Tan (Wed) Kim.Tan@education.wa.edu.au

**Education Assistant/s:**
- Mrs Lynette Elson (M, T, Th)
- Mrs Natasha Nanne (W, F)

**Special Needs Assistant:** Mrs Catherine Martin (A group)

**Administration Contact:**
- Assistant Principal Mrs Mandy Ward (Kindergarten / Pre Primary Leader) Mandy.Ward@education.wa.edu.au

**School Telephone:** 9456 8300
**Absentee SMS:** 0407 336 173
**General School Email:** Campbell.PS@education.wa.edu.au
**School Website:** www.campbellprimaryschool.wa.edu.au

**Start and Finish Times**
The school day commences at 8:40 am. Classroom doors are open at 8:25am. Students who arrive earlier must remain with their parents/guardian and wait for classes to open at 8:25 am. Once the siren has sounded at 8.40am, students not in class are considered late. Parents will be directed to the office to collect a late pass. The late pass will be recorded on the school attendance system. Punctuality at school is important.

**The school day ends at 2:50pm Mon, Tues, Thurs and Fri and 2:30pm on a Wednesday.** Please be punctual to pick up your child. We understand that incidents happen which mean you will be late to pick up your child, at these times please telephone the Administration on 9456 8300 so that the teacher and your child can be advised.

**Attendance:**
It is important that your child arrives on time every day and that they attend school regularly. Regular attendance is defined as 90% or more.

Parents/carers of students with less than 90% attendance will be advised by letter each term of their child’s attendance rate. We do appreciate that on many occasions absences are due to illness and in this case it is just to keep you informed of your child’s level of attendance.

Parents are requested to advise the school in writing of any in-term vacations that are planned. These absences will be recorded as “not authorised”. Parents will be advised of this and will receive a letter from the principal. Parents are invited to discuss this decision with the principal.

**Restorative Practice**
Campbell Primary School uses Restorative Practices to help students reflect on their behaviour and move forward positively. The aim of Restorative Practices is to encourage the use of restorative approaches to manage conflict and tension, by focusing upon repairing harm and strengthening relationships. Our goal in using this process is to teach students to make...
responsible choices and follow frameworks of responsible and acceptable behaviour within both the classroom and the playground.

**Behaviour Management in Schools**
Student behaviour is recorded and consequences allocated according to our Behaviour Management in Schools Policy

1. Friendly warning.
2. Formal warning.
3. In class time out
4. Time out in another class
5. Administration Contact

Students who reach step 4 will complete a formalised Behaviour Reflection sheet. This sheet will be sent home for parents/carers to see, sign and return to school the next day.

All consequences are designed to encourage students to reflect on their behaviour and to provide assistance in making positive choices. This is line with Campbell’s Restorative Practice approach. This approach allows students to be heard and encourages them to work together to ‘make it right’ and to move forward.


**Crunch & Sip**
Students should bring **fruit / vegetables** in a separate container to eat at morning fruit time. Fruit and vegetables that are already cut up are a great idea. All students require a refillable water bottle. Please remember the school is an allergy friendly zone. [http://www.crunchandsip.com.au/](http://www.crunchandsip.com.au/)

**Allergies**
Campbell PS is an allergy friendly school; we request that parents do not send food containing NUT products to school.

**Birthdays**
As part of Campbell Primary School’s policy on healthy eating, cakes and lollies are not be allowed to be brought in to celebrate children’s birthdays. We do celebrate birthdays within the classroom.

**Medication/Sickness:**
If your child requires medication you must complete a medical form available from the School Administration only. Please Note: Only medication prescribed by a doctor can be administered by the school.

If a child is hurt at school, basic first aid will be given. At the end of the day we will notify you of any minor incidents. If your child is sick and too unwell to remain at school you will be contacted. **Please do not send your child to school if they are unwell.** It is distressing for your child and it may spread any infectious conditions to other children and staff.

If your child is absent from school, please notify the School Administration on 9456 8300 or by email – Campbell.PS@education.wa.edu.au. Or provide a written note to the class teacher on your child’s return.

**Curriculum**
Campbell Primary School is implementing the Western Australian Curriculum in all areas. [http://k10outline.scsa.wa.edu.au/home/p-10-curriculum/curriculum-browser](http://k10outline.scsa.wa.edu.au/home/p-10-curriculum/curriculum-browser)
Kindergarten teachers at Campbell Primary School use The Western Australian Kindergarten Guidelines, The Early Years Learning Framework and the National Quality Standards to guide their learning programs.

**Specialist Subjects**
Kindergarten students will have the opportunity to participate in a Fundamental Movement Skills program with a school Physical Education specialist.

**Timetable**
Please understand that although we endeavour to follow the timetable, there are occasions where changes are made and your flexibility and understanding is appreciated.
A copy of your child’s class timetable can be found on the class page on the school’s website.

**Non Interruption Time**
The morning session of each school day – 8.40am – 10.40am is the non-interruption time for all classes. During this time teachers are concentrating on delivering core literacy and numeracy instruction. Urgent messages only may be relayed to classes by office staff.

**Class Page**
Class Pages can be accessed through the school website and may include timetables, class work, photos, permission slips and project outlines.  
http://www.campbellprimaryschool.wa.edu.au/teaching-learning/class-pages/

**Reading – Whole School Priority**
The school runs a Holiday Reading Challenge across the whole school with prizes for participation. All students are expected to read regularly (with their parents at Kindy). The Kindergarten program provides opportunities for the children to develop early literacy skills that will build the foundations of early reading.

**Highway Heroes Programme**  
*Highway Heroes* aims to develop children's proactive skills (e.g. forming friendships, thought/mood management) and reactive skills (e.g. dealing with play refusals, friendship difficulties, teasing and bullying) through the use of tools, resources and activities. It also deals with ways to support their learning behaviours such as organizing their time, persisting through tough work and staying motivated and focused during lessons. Information will be sent home as students learn new skills so they can share how they are working on being a Highway Hero.

Highway Heroes is part of the KidsMatter Mental Health Initiative for schools of which Campbell is a member. For more information on KidsMatter or Highway Heroes please follow this link.  
https://www.kidsmatter.edu.au/primary

**Homework**
Homework supports the development of student independent learning. It can further the partnership between home and school and provides students with opportunities to consolidate their learning.

All students are expected to read each night. In addition, a range of developmentally appropriate tasks may be set by classroom teachers.

**Teacher Collaboration**
Teachers within the year level meet regularly to plan and discuss progress across the entire group of students. This ensures consistency across the year level not only in what students are learning, but in assessment practices.
**Meetings: Parent - Teacher**
If there are any issues or concerns, teachers are available for meetings before and after school. Please contact your child’s teacher by email (listed on page one) or through the School Administration to make an appointment.

**Hats:**
The children must wear a hat at all times outside – the school has a ‘No Hat No Play’ Policy please refer to the school’s website for more information [http://www.campbellprimaryschool.wa.edu.au/wp-content/uploads/2017/02/Dress-Code.pdf](http://www.campbellprimaryschool.wa.edu.au/wp-content/uploads/2017/02/Dress-Code.pdf). The school requests that children wear a wide brimmed school hat. If your child does not have a wide brimmed hat they will be restricted to shady areas only. Please make sure hats are named.

**Uniforms**
Please ensure your child arrives at school wearing the appropriate attire including school uniform, suitable footwear and long hair tied back. Make up and nail polish are not permitted. Jewellery is confined to a watch, sleepers/small studs or a religious chain.

**Lost Property**
Please ensure children have all their school belongings labelled, with a permanent marker, to help avoid lost property. Please advise your child’s teacher if they have lost an item. As long as they are named most items can be found.

**Parent Helpers**
Parents are encouraged to volunteer within the school and put their names and contact details on the parent register, ‘Campbell’s Got Talent’. Please discuss opportunities to assist directly in the classroom with your class teacher. Please discuss volunteering for the canteen or P&C with the relative parties. The school also runs a ‘support a reader’ program, where students are selected to read to adults. We are always looking for volunteers to help with this rewarding program. Please speak with Mrs Ward if you would like to help us with this program.

**Partnership With Parents**
Each term teachers run sessions, called Partnership With Parents sessions, to inform parents of initiatives at the school and to assist parents develop the skills required to support their children across the curriculum. Many of these sessions focus upon Reading which is our school priority.

**P&C Involvement**
Parents are encouraged to become involved by volunteering to be a parent P&C representative. This role will entail supporting the P&C in gaining help for fundraisers. It does not mean you have to attend meetings or even be a member of the committee. It will possibly entail liaising with other families in your year group. You would need to be happy for your email or phone number to be shared with the P&C president.

All families are encouraged to attend the AGM for the School Board and P&C which is on the 13th February at 8.40am. This is a combined AGM.