Pre-Primary Parent Information

School Information:
Phone: 08 9316 1045
Fax: 08 9364 8422
School Hours: Mon to Fri 8:45am to 2:55pm

Pre-Primary Room 13
Teachers: Melanie Hayward & Mila Sirr
Education Assistants: Elke Fyfe, Cindy Woodward and Theresa Boland
Email: melanie.hayward@det.wa.edu.au
School Web Site: http://www.mountpleasantps.wa.edu.au
Welcome to Mount Pleasant Primary School. Mila, Elke, Cindy and I along with the other Early Childhood staff are looking forward to a wonderful year with the children. This booklet includes important information for a successful year at Pre-Primary.

Overview of the Pre-Primary Program
The program we will conduct will be based on active learning that is developmentally appropriate for the children, catering for their individual needs and interests. We will be using the new Australian Curriculum to guide our teaching and learning program, in conjunction with the Early Years Framework and First Steps.

The class environment will be rich in experiences and act as a stimulus for literacy and numeracy development. Literacy and Numeracy are a focus in Early Childhood and they will be taught in a variety of ways such as through songs, poems, books, activities, games, dramatic play and modelling.

We will be encouraging the children to develop a sense of independence and responsibility. Allowing the children to make choices and take responsibility for their choices encourages them to become active thinkers and learners.

Resilience is a key life skill to develop in pre-primary and this will be taught by;
- Teaching empathy by practising empathy
- Teaching responsibility by encouraging contribution
- Teaching decision making and problem solving skills and reinforcing self discipline
- Offering encouragement and positive feedback
- Helping children deal with mistakes

Resilience, responsibility and independence are all skills which assist your child in becoming a successful learner and member in society. Working together on these skills at both school and home will be advantageous for your child now and in the future.

Science
The New Australian Curriculum has included a specific Science curriculum for Pre-Primary students. Following this new curriculum, Science will be a focus on Wednesdays with Mrs Mila Sirr. Mrs Sirr, along with Mrs Cull in room 14 visit classes each Wednesday to provide DOTT to the teachers. This is a valuable time for Pre-Primary staff to work collaboratively in planning a balanced and rich educational program for all students.

Music Programme
The children will participate in music with Mrs Bint every Wednesday between 8:55 and 9:40.

Reporting and Assessment
Pre-Primary students will participate in the Education Departments online assessment. This will commence as soon as possible and provides staff with data outlining each child’s strengths. This data is used by staff to tailor educational programs, ensuring all children are equally challenged.

The Pre-Primary students along with the rest of the school will receive their reports at the end of term two and term four.
**Important Dates**

Edu-dance Performance: TBA (end Term 1)
Swimming Lessons commence: Term 2, week 1 and 2 (30 April)
Our Assembly performance: Term 3, Friday 12th September

**Daily Routines**

When the children arrive at the start of each session they will participate in a rostered activity which may include a literacy or numeracy game. This is an opportunity for you and your child to work together to consolidate and reinforce skills that we are focussing on in our classroom.

Immediately after the school siren at 8:45 am the ‘Good Morning’ music will commence. This means the children need to finish what they are doing and pack away. They will then sit on the mat ready to start.

After our mat session the children will participate in literacy and numeracy activities. During this time all children will be working in small groups, engaging in explicit tasks to build specific skills in literacy and numeracy. At approximately 10:30am the children will eat morning tea and then play outside. After their morning play we will continue with literacy and numeracy activities until lunch.

Lunch is from 12:20pm to 1:20pm each day. After lunch the children return to their class for ‘quiet time’. This is a time for the children to relax, re-hydrate and re-energize. The children will be given the opportunity to read quietly by themselves or with a friend or view songs and stories on the interactive whiteboard. After lunch the children will be able to participate in dramatic play activities such as the ‘home corner’ and the ‘block corner’.

**Fruit Time and Drink Bottles**

As our climate is hot I would encourage you to send a water bottle to school with your child. The water bottle can be placed on the designated bench (next to the door) when your child arrives, and collected each day as they leave. It is important that you write your child’s name clearly on their water bottle and ensure it only contains water.

At Mount Pleasant Primary we are a ‘Nut Friendly’ school and encourage everyone to consider avoiding nuts and nut based products to ensure the safety of all students at school.

**Lunch**

The children sit together for lunch with the pre-primary children from the other classes and will be supervised by a teacher and EA at all times. The children will be required to stay seated for at least 20 minutes before being allowed to play. The children will be encouraged to eat their sandwich before anything else in their lunch box. Anything that is not eaten will be returned in their lunch box so that you are aware of their appetite for the day. The children’s lunch will stay in their bag at pre-primary so it may be wise to include a frozen water bottle to keep it cool. Before sending your child to school
can you please ensure that they understand that their lunch is for them only and not for sharing.

The children are allowed to order lunch from the school canteen however the lunch order needs to be placed in advance online or at the canteen before 8:45am. The canteen is open on Monday and Friday. The children will take turns to collect their lunch orders from the canteen with the assistance of a staff member.

**Clothing, Shoes and Hats**

The children are encouraged to wear school uniform to pre-primary. The children are given aprons to wear when participating in messy activities however, clothes can still get dirty.

‘Toileting accidents’ and ‘art accidents’ do occur at school and it is therefore advisable to have a spare change of clothes in a plastic bag in your child’s bag everyday.

All children must wear a hat when playing outside. The school encourages a legionnaire or wide brimmed hat and these are available through the school uniform supplier. If your child does not have a hat they will be restricted to the small sandpits which are covered with a roof. I recommend leaving your child’s hat in their bag at all times.

**Parent Helpers**

In order to provide the children with a variety of learning experiences we encourage one parent helper for each session. As a parent helper you may be asked to help with a small group activity and join in with class activities. The children enjoy sharing their environment and it enables you to establish a visual connection between home and school. The parent roster is located outside the door on the parent notice board. The parent roster will begin in week five of this term.

When assisting on parent roster all adults are required to complete a declaration form issued by the Department of Education. In addition, adults who are not the parents of an enrolled child in the class are required to present a working with children card before they are allowed to participate in activities with the children. This is a new Departmental rule. The application forms can be obtained from the Post Office and they involve a criminal records check by the Police. Please note applications can take several weeks to be processed, so please plan ahead.

If you are unable to come in and help on parent roster due to other commitments, you can always help by taking home the laundry once a term. The washing is mostly hand towels that can all be placed in the washing machine.

**Speaking to the Teacher**

If you wish to speak to me about a matter concerning your child please see me before or after school to arrange a time to meet. However, if something has happened that may affect your child on that day at school, please see me quickly at the start of the day so I am aware.
Attendance
If your child is absent from a pre-primary session the school requires a note or explanation for the enrolment records. If you have arranged for another adult to collect your child you will need to write this into the Parent Communication Book beforehand. The book is located next to the door. Mt Pleasant Primary and the Department of Education and Training require a nominated adult to drop off and collect your child at all times. These requests are for your child’s safety. If you have a friend or relative that collects your child on a regular basis then a note explaining that you give them permission to collect your child on certain days will be sufficient rather than writing it in the book every day. If your child is dropped off and collected by day care staff, a day care permission form needs to be filled out in the front office.

If your child is sick please do not bring them to school as infection spreads quickly. A day at home will hurt no one, even if it is a false alarm, but a sick child at school can cause a disaster! If your child has contracted an infectious disease such as chicken pox, please phone the school to let us know.

If you are running late in the morning and you arrive at school after the 8:45am bell you are required to go through the office first to collect a late pass. Also if you are running late in the afternoon, a quick phone call to the office to inform the school is much appreciated.

Birthdays
Birthdays are special events for every child. We will celebrate your child’s birthday by singing ‘Happy Birthday’. If you wish you may bring in individual cup cakes to be shared by everyone during the day. Please remember our ‘Nut Friendly’ policy when making cakes for school.

Bringing Things from Home
Please encourage your child to leave items such as toys and books at home. When toys are bought from home they can break, disappear or get dirty. In addition, all the other children will want to touch and play with the item, which your child may not like. Therefore, to avoid any disappointment or conflict, please refrain from sending such items.

Throughout the year the children will have opportunities to bring special items to school when it is appropriate. When this happens please note that all belongings should have your child’s name on them.

Library
The children will go to the Library once a week (Tuesday) to choose a book to take home. In order to borrow a book we request that they have a library bag, to lessen the possibility of the book being damaged. The children will also be required to return the book they borrowed the previous week before taking out another.
Handwriting

At Mt Pleasant we use the ‘Queensland Beginners’ writing font and I have attached a copy of this. You may like to use this writing style when helping your child to write their name, however it is more important that they ‘have a go’ at writing their name even if the letter formation is not exactly correct.

Tips for a Successful Year at Pre-Primary

Early childhood education does not begin and end at the classroom door. Your involvement in your child’s education plays an extremely large and important part of their development. Below I have listed some ideas that will help you to assist your child in enjoying their year at school.

😊 Celebrate what is happening at school and what your child is doing. If your child is not bringing home paintings or pieces of craft work this does not mean they are not working. Many children spend hours creating magnificent block buildings, socialising in the home corner, experimenting with science and maths equipment etc. Unfortunately most of the activities your child will engage in during the day are unable to be carried home in a bag. By visiting the classroom you may see the variety of activities that interest your child.

😊 Praise their efforts. Please never tell your child that they cannot do something (such as read, write, count) as we encourage the children to do all these things. We accept the level that they are working at and provide them with motivation, opportunities and time to develop in these areas.

😊 Inform us of any information that will help us understand your child. Changes in family situations, visitors, late nights, and illness can all cause a change in your child’s behaviour. If we are aware of the cause then we can assist your child in the appropriate way.

😊 Send your child to school regularly and at the correct times. Children become distressed if they have missed out on activities or if they are arriving later or leaving later than their classmates.

😊 Ensure your child is having adequate sleep so that they can cope with the many activities during the day.

😊 Read to your child daily as this will assist with their language development.

We are looking forward to meeting everyone when you come in on parent roster and getting to know your wonderful children throughout the year.

All the best for the year ahead,

Pre-Primary Staff
February 2014