BINDOON PRIMARY SCHOOL
PREPRIMAR
INFORMATION BOOKLET
2018

EARLY CHILDHOOD CENTRE

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This information booklet is designed to answer your questions about Bindoon Pre Primary. If there is anything you are unsure about please see your child’s teacher.

At Bindoon Early Childhood Centre the program is planned to cater for all aspects of your child’s development: intellectual, emotional, social, creative and physical. The program is based on these principles:

- Children, parents and teachers are all involved in the active process of learning, which starts at birth and continues through Preprimary, into school and beyond.

- A friendly and happy environment will promote confidence and a sense of security.

- A self-directed learning approach will develop decision-making skills leading to a child taking responsibility for their own learning.

- Positive self-esteem will be developed to enhance your child’s academic success and personality development.

- Children will learn to recognise the rights of others, and be responsible for the care of equipment.

- Acceptable behaviour will be encouraged through the use of positive reinforcement.

Pre Primary is the first compulsory year of schooling and is the year where basic literacy and numeracy skills are taught. Pre Primary is involved in the specialist programs provided to the year one to six students, such as physical education, junior sport, music and science. During these lessons the teacher will have DOTT (duties other than teaching) and the students will be taught by a specialist teacher. The education assistant will remain with the class.

**PREPRIMARY SESSION TIMES**

Monday - Friday  9:00 am - 3:05 pm

**ANNUAL SUPPLY LIST**
Please see separate Personal Items List.

**VOLUNTARY CONTRIBUTION & CHARGES**
$ 60.00

**P & C DONATION**
$ 40.00
ACCIDENTS
When children enter a strange environment they do not always behave in their usual fashion. Sometimes they become so involved in an activity they forget to go to the toilet. Also, accidents such as spilling water over themselves do happen.

Please supply your child with a full set of spare clothes and hat, in a plastic bag clearly marked with your child's name. Keep the seasons in mind (hot or cold weather clothing).

TERM DATES FOR 2018

Term One: Wednesday 31 January - Friday 13 April

Term Two: Monday 30 April - Friday 29 June

Term Three: Monday 16 July - Friday 21 September

Term Four: Monday 8 October - Thursday 13 December
BRINGING SOMETHING HOME

Children may not necessarily 'bring something home' each day. When your child comes home, be patient. Conversation is just as effective as 'material' items.

Your child may be quite tired at first and may not want to talk. When asked what was done at Preprimary, a common response is "Nothing!" However, he or she has been busy developing many skills throughout the day, such as spatial awareness, problem solving, co-operation and basic literacy and numeracy skills through activity based learning.

Most of the work will be kept for your child's Portfolio and other work books, such as a Mathematics book. This will provide a permanent record of your child's achievements during their time at the Bindoon Pre Primary.

ARRIVAL AND DEPARTURE

Children must be brought into the Pre Primary Room by their parent or guardian, (unless they come to school by bus) and not left in the school grounds or at the door.

Please do not allow your child to play on the outside equipment while you wait before or after school.

We encourage an 8.45 a.m. arrival as staff is busy preparing lessons and equipment before this time. Children are not to be left unsupervised in the centre and need to remain at the office if the teacher is not in the room.

Upon arrival at Pre Primary, parents should encourage their child to:
• place their bag on the bench
• check that their hat is on the hook (no hat, no play), hats are to remain at school
• put fruit or cheese and crackers in the fruit bowl
• drink bottle on inside shelf
• news items placed in the News Box
• ensure their satchel has the Communication Diary inside and it is placed in the satchel container

Note: Please allow your child to do their own jobs and carry their own bags.

At the end of the day parents and siblings must wait outside the Centre until the children have been dismissed. After school please do not allow your children to play on the equipment due to safety.

Note: A child will not be released to an unknown person without prior written notification.
**BUS CHILDREN**

Parents need to apply online for the bus service. The website address is pta.wa.gov.au and chooses School Bus Services and then Parents. Forms are completed and submitted online. A bus behaviour contract will be sent out by the school for parents to read through with their children and sign. This contract needs to be completed annually.

If there is a change of plans for taking the bus home on a particular day, notification is required in the student diary. If there is no note, normal procedures will be followed as verbal notification by your child is not sufficient.

**WHAT TO BRING**

- It is expected the Pre Primary children will wear school uniform. Items can be ordered through the P&C uniform shop. Orders can also be left at the office. Second hand uniforms are sometimes available.

- To ensure safety on the play equipment and in the playground, students should wear appropriate closed in shoes, such as runners, joggers and sneakers.

- No Paint Shirts please as we provide these.

- As time will be spent outside each day your child will require a school hat marked with their name. Bindoon Primary School is a SUN SMART School and operates a NO HAT, NO PLAY in the sun policy all year.

- School Bag - large enough for jumpers, shoes, drink bottle (with water inside), lunch and school work - label all items. (Please do not send your child with a small inappropriate bag).

- A piece of fruit for sharing (alternatively sultanas, carrot, celery etc.) or cheese and crackers.

- A change of clothes (in case of little or big accidents) - please put names on all items.

- Packed lunches eg: (celery with filling, sandwiches, crackers, cheese). NO LOLLIES OR FIZZY DRINKS. If your child requires a lunch order - lunch order days are Tuesday and Friday (Please use a lunch bag, available from the canteen, which will be collected in class).

- Lunchbox in their bag with an ice pack. The fridge will not be used for lunchboxes.

**NO TOYS or JEWELLERY** at school unless it is your child’s News Day as they can get broken or lost.
PARENT INVOLVEMENT
We encourage parental involvement at the Centre, not only for roster duties but also sharing special skills or experiences with the children.

PERCEPTUAL MOTOR PROGRAM (PMP) ROSTER
In Pre Primary we run a program called Perceptual Motor Program (PMP) each day. As part of this program we require parent helpers. At the beginning of each term a roster will be sent home. If you are unable to fulfill your roster duty please arrange to swap with someone on the roster.

PARENT–SCHOOL CONTACT
This is always encouraged, but the following guidelines may prove helpful and direct Parent-Teacher contact is always welcome but parents are asked NOT to interrupt classes. A note or call asking for an appointment time is the best way. Please use your child's communication book.

P&C MEETINGS
The Bindoon Primary School P&C has supported the Pre Primary over many years, so please support this association in any way you can, by attending meetings, and/or supporting fund raisers. Meetings are usually held on the third Tuesday of each month. The school newsletter will keep you informed.

WAYS YOU CAN HELP YOUR CHILD AT HOME
- Encourage them to be independent (eg: toileting, putting on their own socks and shoes, putting away toys when they have finished with them etc).
- Allow children to use scissors with adult supervision.
- Talk about colours, numbers, shapes and spatial concepts (e.g.: over/under, long/short, days of the week, times etc).
- Read books with your child as often as possible.

NEWSLETTERS
Please keep an eye open for these, as they are a major way of passing on important information throughout the whole school. They are sent home on Thursday fortnightly. This will come home via email.
COMMUNICATION DIARY
These cost $5.00 and money needs to be given to the teacher/assistant in the first few weeks of school. It is an important means of communication between home and school. When you receive this book you will notice that it contains information on how your child performed at school that day. This is to help you understand everything that is happening in your child's school life. For example a 'green' sticker will be placed in the book for 'good' behaviour, a 'yellow' sticker for 'unacceptable' behaviour, a 'blue sticker' for unacceptable behaviour in the playground and a 'red' sticker if a visit to the Principal was necessary.

Please use this book for all messages. We ask you to initial and date all received messages so that everyone knows that messages have been received. Ensure the Communication Diary is sent into school each school day.

LIBRARY
Children use the library each week and you will be notified at the start of term one which day your child will be going to the library. Children will need a library bag.

MONEY
All money is to be taken to the front office in a sealed envelope with your child's name, the amount of money enclosed and its purpose clearly written on the front.

NEWS
Your child will be given a 'news day' when they start school at the beginning of the year. This means that one day each week your child will be able to share some news with the class. The children are encouraged to use a news plan which is to be filled out at home and practised before they tell their news.

SICKNESS
Please do not send your child to school if they are unwell as bugs, viruses and the like are quickly spread. All absences should be covered by a note to the teacher. Please do not write your absentee notes in the main part of the communication diary as we need to keep a copy. Please send a separate piece of paper. Prolonged or frequent absences require a medical certificate.

If your child becomes unwell whilst at school, every effort will be made to contact the parents or the person nominated as an emergency contact.

Please ensure your child’s records are kept up to date.
Your child’s hair should also be regularly checked for any signs of lice and the class teacher notified as required. All shoulder length and longer hair must be tied up.
PLEASE COLLECT THESE ITEMS FOR US
Baby food jars, yogurt containers, margarine tubs, Christmas and Birthday cards, magazines, small pieces of soft timber, craft wood off-cuts, buttons, lace, ribbon, fabric scraps, corks, bottle tops, old jewelry, nuts and shells, egg boxes, cotton reels, spray can tops, foam pieces, small boxes, and cardboard tubes. Anything else you feel may be of use to us at Preprimary. For reasons of hygiene no toilet roll cylinders please.

DON’T THROW IT AWAY
No! Not in the rubbish bin!
I need a box just like that,
And the top of the bottle you’re throwing out
Will make a spaceman’s hat.

I want the tube from the kitchen foil
And the tray that was under the grapes;
The margarine pack and the coloured card,
Tubs in all sizes and shapes.

Are valuable things to a ‘making’ child
Though they may seem useless to you.
Just give me the scissors and sticky tape
And I’ll show you what I can do!

Thank you for reading this information. If you have any questions, please do not hesitate to contact us.

Katy and Janet