



Welcome to Kingston State School

Prep

Parent Information Booklet



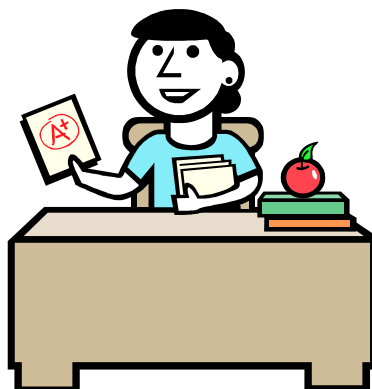
Kingston State Prep
Juers Street
Kingston Q 4114
Phone: School - 3827 6222 Prep – 3208 4629

A warm welcome to all parents and children!



We hope your year at Kingston Prep will be a happy and rewarding experience. The teachers and teacher aides welcome the opportunity to work with you and your child. We believe that the education of young children is a combined venture between parents, educators and the wider community. The teacher is responsible for the organisation and curriculum within each Prep class and they have a teacher aide that assists with the children's learning. Please feel free to contact your child's teacher in regards to all matters concerning your child.

Prep School Times: 8.50am – 2.50pm



Early Years Curriculum

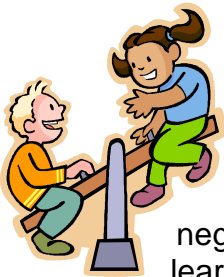
In planning the children's curriculum, teachers are informed by "The Early Years Curriculum Guidelines". This document provides a framework for a balance of learning experiences from the early learning areas up to Year 3.

The early learning areas are:

- Social & personal learning
- Health & physical learning
- Language learning & communication
- Early mathematical understandings
- Active learning processes



These early learning areas provide a basis from which teachers select a range of activities that are then presented through typical play experiences such as water and sand play, block and manipulative play, creative, artistic, dramatic and musical experiences, science and cooking experiences and outdoor movement experiences.



Play is the basis of young children's learning and is central to our Prep curriculum. It is through play that children make sense of the world. Children benefit from play as they learn to represent their thinking in a variety of ways; talking through their ideas, constructing, painting, drawing, building or taking on a role. Through play they develop social skills – by communicating, caring, negotiating, cooperating and sharing. Through play children feel empowered as learners and develop a sense of mastery over their world. This enhances their self esteem and encourages them to accept challenges and extend their understanding of the world.

Specialist/Drama/Visual Arts Teachers

Specialist music and physical education teachers take the Prep class once a week. The Prep class is escorted to and from the lessons by the teacher. This is a great opportunity for Prep children to become familiar with other teachers at the school. These lessons are a part of the early year's curriculum. Prep classes also attend library and computer lessons in the DLC.



Special note to parents

Parents are a very important part of the learning environment – a bridge between home and school. Teachers need your help and support to provide a secure and happy place in which your children can continue to grow and develop. As it is not always possible to speak to each individual parent every day, here are some of the ways we hope to keep communication open:

1. Check your child's bag daily for notes
2. Watch the noticeboard for information on coming events, changes to routine etc.
3. Read the newsletters (fortnightly).

Things which happen at home or Prep such as illness, visitors, changes within family, upsets with another child etc., can be of major concern or excitement to your child and may affect their behaviour either at home or Prep. Sharing of this information is most important.

Teachers are always happy to find time to chat with you about any concerns you may have. If you need to speak with the teachers, please organise a suitable time to meet together.

Parents in the Prep

Parents are the first and most important educators of their children and as such, play a very important role in Prep. The partnerships developed between parents, teachers and teacher aides through the year assists in the development of a curriculum which better meets the varying needs of the children.

Parents are most welcome in the Prep at any time

Younger siblings are welcome too, as long as parents take responsibility for them and ensure they do not distract the Prep students at listening time.

Health Policy



Children with infectious diseases must be excluded from Prep for specified times. Consult your child's teacher if you need assistance. If your child contracts German Measles (Rubella) please inform us immediately. If your children are unwell please keep them at home as they will be much more comfortable and will not risk infecting other families. If children become unwell during the school day you or your emergency contact will be phoned to collect your child, if necessary.

Punctuality

Punctuality in getting your child to and from Prep is very important. Late arrivals are disruptive to the rest of the group and the child who is left behind when the other children have gone home can worry and become upset. Thank you for your cooperation.



Clothing

Prep students will be required to wear the school uniform. **(Please ensure you pack a spare set of clothes (not necessarily a uniform) for your child in case of an emergency.)** Children must have footwear and outside play is only permitted if children have a hat.

Safety First

Parents/caregivers are to sign their child in and out when they drop off and collect their child, during Term 1. If you feel your child might try to run or leave the Prep building, please inform your teacher.

Please ensure your child is aware of who will pick them up and where they need to be.

Birthdays

On your child's birthday you are invited to send along a birthday cake which your child can share with the group. A simple cake is preferable – or one that can be cut into 25 pieces or better still 25 patty cakes.



Treasures from home

We would appreciate it if toys from home were limited to those received on a special occasion: eg. birthdays. Toys from home can get broken and can cause conflict about sharing. Please leave them at home where your child can enjoy them. We do encourage the children to bring in objects such as rocks, shells, flowers, insects etc. to display on our science table. Tame friendly pets would also be welcome on prearranged days.

Children's Library

Children may borrow once each week. They do need a suitable draw string library bag. We encourage parents to read the child's library book several times, they will not tire of it and it helps enormously in the development of literacy skills.



Excursions



From time to time during the year the teacher will organise educational excursions, eg. the farm, children's theatre, the museum etc. Written permission from parents will be necessary before a child may participate in any such outing. Costs are always kept as low as possible and parents will be given 4 weeks notice of excursions. Parents are requested to place excursion money in a sealed envelope with the child's name clearly marked on the front. Parents are also welcome to join us on excursions.

We look forward to getting to know each of the families during the Prep year. Prep will be a foundational year for the rest of your child's education. We hope that you and your child will make new friendships during this year that will continue to grow during the rest of your child's schooling.

Emergency Contacts

It is important that the school is able to contact a parent if an emergency such as an accident or sudden illness occurs. All families are requested to provide the phone numbers of one or more other adults who could assist in an emergency if a parent is not available.



It is very important that the school be informed **immediately** of any changes to address, phone numbers (home or work), **parenting orders** and current medical requirements of children. **Lack of current information can cause delays in an emergency.** The favoured manner of notification is to send a **written message** to the school.

First Day of Prep

Names of children will be listed on the notice board near the tuckshop and outside the Prep rooms. The list will show class, teacher and room. A sketch map of the school grounds will show where the classrooms are located. Parents whose children are listed should take their child directly to the classroom. ***If a child appears upset, it is best to wait until most children are settled and then speak to the teacher. Parents should not unduly delay their departure. Teachers will phone home if your child is still upset after some time.***

Parents whose children are not enrolled should report to the office.

Do not worry about having to converse with the teacher on the first day. It would not be possible for a teacher to care for twenty-five children as well as talk with as many mothers or fathers. We want you to meet your child's teacher and to establish a close working relationship between teacher and parent. This can be established after the child has been introduced to the school environment, or after school one afternoon.

Collecting children

Classes are dismissed at 2.50pm. When collecting your child, we ask you to collect them from the classroom for the first term. From then on, please wait outside the Prep rooms. If collected prior to 2.50pm, the student will need to be "signed out" at the Prep classroom.



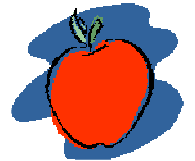
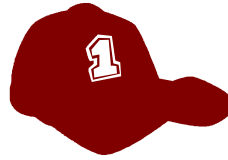
Route to and from School

In the early weeks of school, it is advisable to travel the same route to and from school whether it be by car or foot. Talk to your child about various landmarks as you come to them along the way. This will help him/her to become familiar with the route so that later, if required, he/she can walk unaccompanied with confidence.



What will my child need for Prep?

- ☺ A school bag
- ☺ A shady hat
- ☺ A sport's bottle for water. Please do not send cans, they are difficult for the children to manage and they can be un-hygienic.
- ☺ A library bag
- ☺ A spare set of clothes (play clothes) in case their uniform becomes wet
- ☺ Morning tea and lunch. Please send healthy food, no chips or lollies
- ☺ All pencils, scrapbooks etc. that your child will need will be provided by the school.



Please mark all items with your child's name,