

BINDOON PRIMARY SCHOOL KINDERGARTEN INFORMATION BOOKLET 2017



EARLY CHILDHOOD CENTRE

TEACHER

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TEACHER ASSISTANTS

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ADDRESS

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This hand book is designed to answer your questions about Bindoon Kindergarten. 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 Kindergarten, 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.

KINDERGARTEN SESSION TIMES

Semester one session times will be Tuesday and Thursday 9:00am - 3:05pm.

Semester two session times will be Tuesday, Wednesday and Thursday 9:00am - 3:05pm.

ANNUAL SUPPLY LIST

Please see separate Personal Items List.

VOLUNTARY CONTRIBUTION & CHARGES

\$ 45.00

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 2017

Term One: Wednesday 1 February - Friday 7 April

Term Two: Monday 24 April - Friday 30 June

Term Three: Monday 17 July - Friday 22 September

Term Four: Monday 9 October - Thursday 14 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 Kindy, a common response is "Nothing!" However, he or she has been busy developing many skills throughout the day, such as spatial awareness, problem solving and co-operation simply by playing with blocks.

Most of their work will be kept for your child's Portfolio and other work books. These will provide a permanent record of your child's achievements during their time at the Bindoon Kindergarten.

ARRIVAL AND DEPARTURE

Children must be brought into the Kindergarten 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 Kindergarten, 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
- write their names in their name books
- take some time to do a puzzle or read a book until the first siren sounds

At the end of the day parents and siblings must wait outside the Centre until the children have been dismissed.

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

BUS CHILDREN

Parents need to go online to apply for the bus service. The website address is pta.wa.gov.au and choose 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

- Wearing school uniform in Kindergarten is preferable and can be ordered through the P&C uniform shop which is open every Tuesday morning before school. 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.
- Please avoid instructing your child 'not to get dirty'. While every effort is made to protect clothing, some activities are messy.
- 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. The green school bag available from the P&C uniform shop is ideal. (Please do not send your child with a small inappropriate bag).
- A piece of fruit for sharing (alternatively sultanas, carrot, celery etc.) on Tuesday and Thursday is our cheese and cracker day so please bring in cheese and crackers as it makes a pleasant addition to fruit and vegetables.
- A change of clothes (in case of little or big accidents) - please put names on all items.
- Packed lunches e.g.: (celery with filling, sandwiches, crackers, cheese). **NO LOLLIES OR FIZZY DRINKS**. If your child requires a lunch order - lunch order day is Tuesday (Please use a lunch bag, available from the canteen, which will be collected in class). Lunches will remain in school bags so please ensure they contain an ice pack in the hotter months. If you send a warm lunch please use a thermos.
- **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 Kindergarten 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. Please be prepared to stay until 10.30 am to help with other activities including S.P.O.T.

S.P.O.T.

S.P.O.T. is a speech and occupational therapy program which will run Tuesday and Thursday mornings. This program has four stations, two for speech and two for occupational therapy. The speech activities focus on comprehension, auditory and literacy skills. The occupational activities focus on the students fine motor skills including muscle strength, pencil and scissor skills and pre-writing skills.

COMPREHENSION PROGRAM

Each week your child will participate in a home comprehension and language skills program. The comprehension program includes a book with a set of questions relating to the book. The language skills cards have activities and games which assist your child to learn vital literacy skills including describing skills, building vocabulary, following instructions and comprehension skills.

We will alternate between the books and language cards. Your child will be given a log book which will need to be signed and returned with the book/cards every week.

PARENT - SCHOOL CONTACT

This is always encouraged, but the following guidelines may prove helpful.

- 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.
- 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.

P&C MEETINGS

The Bindoon Primary School P&C has supported the Kindergarten 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. In 2016, the P&C will be trialing some different meeting times to enable more parents to attend so please keep your eye on the school newsletter as dates and times will be included in these.

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 to your child every day.



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 emailed home on Thursday fortnightly.

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 play ground 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 kindergarten library day is Thursday. Please supply a library bag for your child.

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 e.g.



NEWS

Your child will be given a 'news roster' each term. This means that every few weeks your child will be able to share some news with the class. Your child's news day will change each term. The children are encouraged to use a Braidy 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 viruses, colds etc are quickly spread.

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 jewellery, 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 Kindy.

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.

Sharon , Julie and Jemma