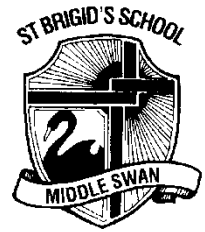


# St Brigid's Primary School Middle Swan



## KINDERGARTEN 2017



Teachers: Teacher (KA)  
Teacher (KB)

Teacher Assistants: 2 Teacher Assistants (KA)  
2 Teacher Assistants (KB)  
Special Need Teacher Assistants

20 TOODYAY ROAD  
MIDDLE SWAN WA 6056

T: (08) 9250 1592  
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Email: [admin@stbrigidsms.wa.edu.au](mailto:admin@stbrigidsms.wa.edu.au)  
Website: [www.stbrigidsms.wa.edu.au](http://www.stbrigidsms.wa.edu.au)



## ST BRIGID'S SCHOOL PRAYER

Dear Father in Heaven

We thank you for our school, our families, our  
friends and the  
environment.

Help us to make our school a better place, by being  
more like St Brigid, who loved, helped, cared and  
shared.

Thank you for all the  
people who do things for us.

Bless us all today and  
everyday.

We ask this prayer through Jesus Christ, our Lord.  
Amen

# Welcome to St Brigid's Kindergarten 2017

Welcome! We are looking forward to knowing you and your child and enjoying our time together. We hope that this year at Kindy proves to be a happy and fruitful time for everyone. We believe that Kindy marks a very important stage in your child's life. It is the very beginning of their school life. Children are natural learners - they are curious, interested and enthusiastic about learning new things. We feel the best way to teach your child is to implement a play based program incorporating their natural learning styles. We place considerable emphasis on play, as a medium for learning as play is what children do best and enjoy the most. For children, play is their "work". Play fosters total development and is integrated into everything children do. We also believe that children learn best by "doing". Our children need many first - hand experiences with real things such as dramatic play, construction, experiments and incursions.

## STAFF

There will be one teacher in each classroom as well as two teacher assistants in each class. There will be additional Special Needs assistants if required. The teachers will also be relieved during the week to plan and program and another teacher will come and teach the children.

## WHAT TO EXPECT IN THE FIRST FEW WEEKS

The first month at Kindy is an important time for your child. For some it is their first experience away from home and their immediate family. It is a time when they will be:

- going to a new environment,
- meeting and learning to trust new people ,
- having to mix and share with other children,
- working in a group situation.

During the first few weeks a few simple activities will be set up. This gives the children time to learn:

- how to use the equipment properly



- where things belong and what activities are carried out in each area
- sharing and taking turns
- getting used to classroom routine and working as a member of a group.

You can support your child by:

- talking about Kindy as a pleasant experience which the child may look forward to
- discussing with us any information which will help us to understand your child
- sending your child to Kindy regularly and punctually
- showing an interest in what your child does at Kindy
- praising their efforts
- talking and reading to your child as often as possible.



### CURRICULUM

To plan our activities we use the Early Years Learning Framework for Australia, whose vision for children is *Belonging, Being, Becoming*.

*Belonging:* children know where and with whom they belong, including family and cultural groups, giving children a sense of who they are.

*Being:* children have the opportunity to "be" in the present, not worrying about the past or the future.

*Becoming:* this is a time of change for children, as they learn and grow through many different experiences. They are shaping their identity, knowledge, understandings, skills and relationships.

As a Catholic School Religious Education is integrated through all learning experiences.

Kindy will attend Liturgical celebrations if they fall on their days with the school.



## REPORTING TO PARENTS

Teacher/Parent Interviews are conducted in Term 1 Week 9 and in Term 3. Parents will be informed of times. The children will bring home a Portfolio at the end of Term 2 and the end of Term 4. The samples of work in the Portfolio will show their efforts and reflect progress over time. A report will be given to the parents/carers at the end of Term 4.

Kindy Teachers are always available to meet with you by appointment, if you have any concerns about your child's progress.

## ALLERGY AWARE EARLY CHILDHOOD AREA

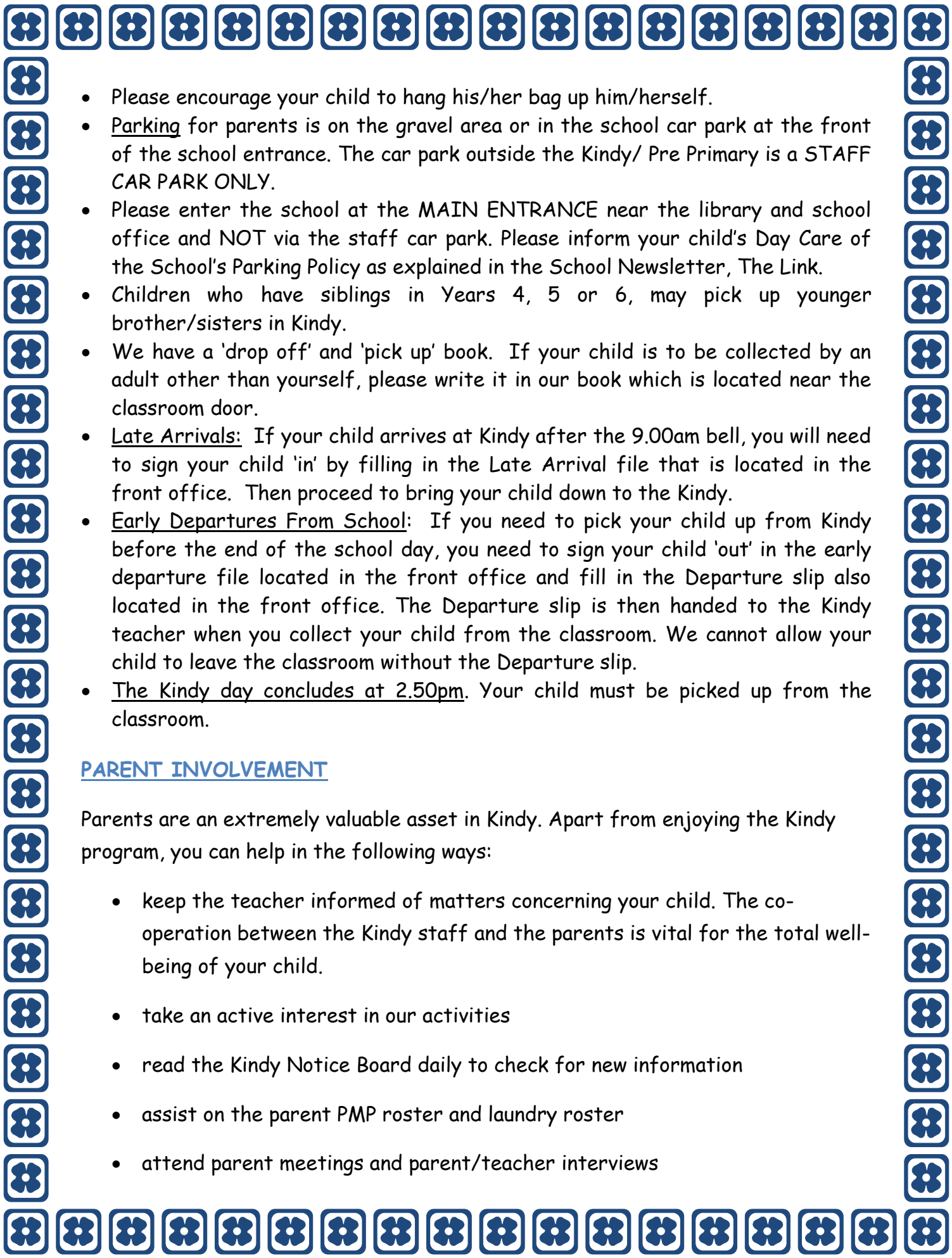
The Early Childhood Area at St Brigid's is a **Nut Allergy Aware Area**. This is an important health policy which is for the protection of any child and/or children who have a nut allergy. Muesli bars with nuts therefore cannot be brought to the Kindy Area. This also means that Peanut Butter and Nutella are not to be used on sandwiches for lunch or as snacks as these are nut based spreads. We would really appreciate your support in this matter as coming into contact with these foods can be life threatening for some children.



## ARRIVAL AND DEPARTURE

Kindergarten supervision commences at 8.20am Tuesdays, Wednesdays and Thursdays each week. If you need to drop your child off earlier than this, please take your child to the MacKillop Hall and hand them over to any of the supervising teachers in that area. They will arrange to bring the child/children to the Kindy door at 8.20am. PLEASE DO NOT LEAVE YOUR CHILD OUT THE FRONT OF THE KINDY DOOR BEFORE 8.20am AS THERE IS NO SUPERVISION.

Once the Kindy door is open please feel free to come inside and settle your child with a story or a puzzle or any other activity that has been set up on the tables. Once they are settled you are free to leave. It is important that the children arrive on time so they settle comfortably into routines without being rushed. Parents are to ensure that an adult accompanies their child to the door so that the teacher can acknowledge his or her arrival.

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- Please encourage your child to hang his/her bag up him/herself.
  - Parking for parents is on the gravel area or in the school car park at the front of the school entrance. The car park outside the Kindy/ Pre Primary is a STAFF CAR PARK ONLY.
  - Please enter the school at the MAIN ENTRANCE near the library and school office and NOT via the staff car park. Please inform your child's Day Care of the School's Parking Policy as explained in the School Newsletter, The Link.
  - Children who have siblings in Years 4, 5 or 6, may pick up younger brother/sisters in Kindy.
  - We have a 'drop off' and 'pick up' book. If your child is to be collected by an adult other than yourself, please write it in our book which is located near the classroom door.
  - Late Arrivals: If your child arrives at Kindy after the 9.00am bell, you will need to sign your child 'in' by filling in the Late Arrival file that is located in the front office. Then proceed to bring your child down to the Kindy.
  - Early Departures From School: If you need to pick your child up from Kindy before the end of the school day, you need to sign your child 'out' in the early departure file located in the front office and fill in the Departure slip also located in the front office. The Departure slip is then handed to the Kindy teacher when you collect your child from the classroom. We cannot allow your child to leave the classroom without the Departure slip.
  - The Kindy day concludes at 2.50pm. Your child must be picked up from the classroom.

### PARENT INVOLVEMENT

Parents are an extremely valuable asset in Kindy. Apart from enjoying the Kindy program, you can help in the following ways:

- keep the teacher informed of matters concerning your child. The co-operation between the Kindy staff and the parents is vital for the total well-being of your child.
- take an active interest in our activities
- read the Kindy Notice Board daily to check for new information
- assist on the parent PMP roster and laundry roster
- attend parent meetings and parent/teacher interviews

- read "The Link" on the website regularly as we use it to keep parents informed

### PMP - PERCEPTUAL MOTOR PROGRAM

The Kindy children will be participating in the PMP program, Perceptual Motor Program which aims to develop a child's perception and understanding of his/her world through movement and motor experiences. In order for the program to run successfully we will need volunteers each day to assist. There will be a Parent Help Roster for you to fill in on the Kindy Notice Board. Your child will need to wear sports clothes and sports sneakers each day they attend Kindy as the program will be run each morning.

### BIRTHDAYS

We would love to celebrate your child's birthday at Kindy. You are welcome to provide a small treat. E.g. lollypops, cupcakes or icy poles on your child's birthday if you wish. Please remember to be allergy aware!

### FRUIT TIME AND LUNCH - "A Healthy Time"

Each day the children will need to have a snack at Recess (about 10.30am). Please supply fresh fruit or dried fruit, cheese, fruit yoghurt or vegetables for the children to eat first. Please make sure that the fruit is in a manageable form (e.g. an orange quartered) and that the fruit you send in is one that your child will eat. It is preferable for the children to have their fruit in a small container (separate from their lunchbox) for easy access. PLEASE DO NOT PUT CHOCOLATE INTO YOUR CHILDREN'S LUNCHBOXES. e.g. Freddo frogs and chocolate muesli bars. The children get upset when we ask them to put them back into their bags and take them home.

### DRINK BOTTLE

Please ensure your child has a drink bottle each day filled with fresh water only.

Please do not put juice boxes into their lunchboxes.



### CHILDREN'S BELONGINGS

Could all parents please ensure that all their child's belongings are labelled, especially clothes, shoes, drink bottles and lunchboxes. This makes it much easier to return their belongings to the rightful owner.

### TOYS:

- The children are asked not to bring toys to school.

### WHAT TO WEAR

In Kindy, we paint, we glue, we make a mess; please ensure that children wear sports clothes such as a full correct school sports uniform. We strongly recommend that if skirts or dresses are worn, leggings or shorts are worn underneath. All children need a spare set of clothes in their bag at the beginning of each day. If your child has an accident and your child does not have a spare set of clothes, you will be contacted and expected to come and bring your child a spare change of clothes and/ or to take your child home. Children should not be sitting in wet clothes for any length of time and we do not have the storage for spare clothes.

### OUTSIDE PLAY:

- Just a reminder that when playing outdoors, there is a NO HAT, NO PLAY policy. A wide brimmed hat is required to be worn whenever your child is outside. Our school policy states - "No Hat, No Play". The school hat is highly recommended and is available from the Uniform Shop. If your child forgets to bring his/her hat, he/she will be asked to play under the verandah out of the sun.

### SICKNESS:

- We request that children with colds, flu and head lice do not attend Kindy until they have recovered completely. Could you please ring our **Absentee Line** on **9250 2210** to advise that your child will be absent.
- A note is required when children are absent from Kindy, whether they are sick or not. It is school policy that all absences be explained IN WRITING. Absences longer than three days will be followed up by the School Leadership Team.
- Please also alert us if your child has head lice etc. so that appropriate precautions can be taken.



### MEDICATION POLICY:

- If your child has any physical illnesses or allergies, please discuss the problem with the teacher and complete the school's medical information form. We cannot administer any medication unless the appropriate forms have been filled out. (See Kindy teachers for the correct forms).
- If your child suffers from a serious medical condition that requires medication to be given in an emergency, please fill in the school's Medical Emergency Action Plan form and supply the Office with the medication. All medication will be kept under lock and key. Please take a copy of the Medical Emergency Action Plan form to the classroom teacher.

### COMMUNITY NURSE

- The School Community Nurse will assess the children throughout the school year by doing hearing and sight screens.

### NEWSLETTER

Our school newsletter is called "The Link". THIS IS ONE OF THE MOST IMPORTANT AVENUES FOR SCHOOL INFORMATION AND NEWS TO REACH HOME and is issued each Friday via email. The Link is emailed the parents so if you please provide your email address or alternatively you can either access the link via our school website at [www.stbrigidms.wa.edu.au](http://www.stbrigidms.wa.edu.au).

### PRINTING

If you wish to help your child to learn to write their name, then please use the correct printing style. Please find a copy of the Victorian Modern Cursive letter formation attached to these notes.

### STUDENT MANAGEMENT

In Kindy, we aim to encourage your child to learn the following:

- sitting on the floor with their legs crossed and hands in their laps
- listening while on the mat or when someone is talking
- keeping their hands and feet to themselves



- putting their hand up when they want to talk
- waiting quietly for their turn
- using gentle touches with their friends and
- using child friendly words

#### *REWARD SYSTEM:*

Each class has a positive reward system for good behaviour. The children can earn rewards during whole class activities, such as whole group mat sessions, music and movement, packing away and outside play.

#### *BEHAVIOUR MANAGEMENT:*

##### Kindy A and Kindy B



The classroom has traffic lights with each child's name on the green light. This allows the children to see their name on the green light therefore doing the right thing. After an incident has occurred, the child's name will be moved to the amber light. This is a warning for the child. When another incident occurs, the child's name will be moved to the red light. This means that the child will be placed in Time Out for three or four minutes (depending on their age). Time Out is situated at the back of the room giving an adult the opportunity to discuss what is right and wrong therefore allowing the child to think about their actions. At the end of the day, all names will be returned to the green light.

If issues keep on occurring, the child will be sent to the other Kindy room for time out. If the behaviour continues, a meeting with the child's parents will then be held to discuss these on-going problems with the classroom teacher. If these behaviours still continue then the child will be sent to Mrs Brown to discuss their behaviour. In extreme cases, a meeting with Mrs Brown, the classroom teacher and the child's parents will then be held to create an Individual Behavioural Plan for that child.

CONTACT

If you have any questions or queries, please do not hesitate to contact us anytime by phone, by note or speaking to us in person to make an appointment to discuss your concerns.

*Kindy is a fun environment.  
Children have the opportunity to grow  
and develop at their own pace.  
They can challenge themselves  
in a safe and supportive environment.*

I you wish to know about the Early Childhood Australia Code of Ethics, the web address is [www.earlychildhoodaustralia.org.au](http://www.earlychildhoodaustralia.org.au)

