

Glen Huon Primary School

An Independent Public School | *Together Toward Tomorrow*



Kindergarten Handbook 2022



[This Photo](#) by Unknown Author is licensed under [CC BY-NC-ND](#)

Welcome

Welcome to the Glen Huon School community. Kindergarten is the beginning of a wonderful learning journey where teachers and parents can work together in the best interests of the child. We hope you and your child enjoy your time at Glen Huon Primary, creating lasting memories and lifelong friendships.

Kindergarten Vision

Together Toward Tomorrow

At Glen Huon Kindergarten we strive to provide every child the best start to their school education in a supportive and enjoyable environment, whatever their ability, whatever their needs.

Early Childhood Education at Glen Huon Primary School makes its foundation in the whole school vision, and we believe that every child is a respected individual who is at the heart of our planning and our school, so that they can...

Be

- Independent, lifelong learners who make conscious choices about how they contribute to their local and global worlds.
- Supported to explore their environment in ways that enhance their learning opportunities.

Belong

- To a nurturing, respectful and supportive community that develops warm, positive relationships, in a safe, consistent way.
- To a diverse, inclusive community that celebrates and recognises the strength and talents that every individual has.

Become

- The best they can be by being supported to reach their full potential through recognition of individual need.
- Lifelong learners through carefully planned, stimulating and meaningful experiences that add value to their lives.

Our Beliefs About Teaching and Learning

Early Childhood Education at Glen Huon Primary School is premised around the overarching belief that quality teaching and learning happens when the child is firmly positioned at the centre of any planning, teaching and assessing. Every child needs a balance of play, explicit instruction and teacher-led activities that nurture them as the whole child.

We believe that

All Students Learn Best When:

- They are in a safe, supportive environment that helps them regulate their emotions.
- When they are engaged in learning
- When they know what they are supposed to be learning and what success looks like.
- When they are organised and prepared

and

Early Childhood Students also learn best when:

- They are encouraged to be positive, engaged and resilient learners
- They reflect upon and use strategies to learn self-regulation

Teachers are providing quality instruction when:

- Students are engaged
- Individual needs/abilities are recognised and catered for
- Behaviour Management is embedded across the school
- Approaches to teaching and learning are used with flexibility
- Instruction is explicit and students know what they are learning and why

and

In Early Childhood it also happens when:

- There is a mix of types of play and explicit learning
- Children are guided to develop socially, emotionally and academically in a holistic fashion, in consultation and collaboration with families.

Curriculum and Assessment

Educational Program and Practice

At Glen Huon Primary School, we use the Early Years Learning Framework (EYLF), the W.A. Kindergarten Guidelines and the West Australian Curriculum as a basis for our teaching and learning programs.

Early Childhood programs are inclusive of all developmental domains: Social-Emotional, Physical, Cognitive and Language.

In Early Childhood we build the foundations of Literacy and Numeracy that will be built upon in later years.

The curriculum is sequential and covers a scope of activities as determined by student needs.

Teachers are continually refining their practice through professional learning, professional dialogue, collaboration, peer observation and feedback.

Whole School Positive Behaviour Policy

The Whole School Approach to Behaviour Management is centred around the school expectations.

- Be Safe
- Be Respectful
- Be Responsible
- Be an Active Learner

Social and Emotional Development

In the Kindergarten there is a strong focus on teaching the children to develop their social skills to enable them to play and learn in a positive way with their peers and teachers. Social and emotional learning, personal and social capabilities are part of the learning curriculum. The curriculum is taught within four areas, self awareness, self management, social awareness and social management.

Literacy

The Whole School Approach to Teaching Literacy guides classroom practice across the school.

In Early Childhood we integrate the evidence-based approach of Letters and Sounds, as supported by the Department of Education.

There is a heavy emphasis on:

- Supporting Oral Language development
- Developing sound knowledge in a planned sequence
- Home Reading Program



Numeracy

The Whole School Approach to Teaching Mathematics guides classroom practice across the school.

- There is a strong focus on concrete development of number skills
- There is a strong focus on developing a sound understanding of the Principles of Counting to ensure a strong foundation.

There is a strong focus on play to develop concrete understandings of the mathematical world.

Physical Development

The school has a strong focus on helping children to develop their gross and fine motor skills.

- Fundamental Movement Skills. Locomotor skills, body management skills and object control skills.
- Developing scissor and writing skills.

Reporting

Term 1 – Opportunity for an individual parent/teacher meeting

Term 2 – Written report

Term 4 – Written report



Administration

Contact Information and Communication

We consider communication between the school and home to be very important. We will keep you informed about school and class events through class notice boards, class letters and digital platforms such as DOJO and Connect.

Please ensure that all contact information is correct and that additional contacts are correctly recorded. In the event of an emergency, your child is unwell or it can't wait to the end of the day we may need to contact you by phone.

School times

Children can enter the classroom from 8:10am. If you arrive after 8:30am please go to the front office to collect a late note.

Kindergarten children are to be collected from the classroom at 2:30pm. Children can only be released to a person from your contact list.

Absentees

Please contact the school to provide a reason for your child's absence. If your child has flu like symptoms, please keep them home to reduce the spread of illness. Any contagious or infectious illnesses need to be reported to the schools so necessary precautions can be taken.

Holidays taken during term time need to be approved by the Principal.

Please refer to the Department of Education information included in the pack.

Parking

There is parking on all four sides of Glen Huon Primary. There is a carpark located close to the Early Learning Centre, entry is off Monash Boulevard.

Food and Drink Policy

Traffic Light System

Our school follows the "Traffic Light system" which encourages a wide range of foods that make up a balanced healthy diet. Please save "red food" ie chocolates, lollies, soft drink (high in fat, sugar and salt) for treats at home. We encourage 80% green and 20% amber foods in your child's lunch box. By focussing on healthy eating and drinking in the early years, we are aiming to instil positive values for life.

Morning tea: Please provide a piece or a small container of fruit and/or vegetables. If your child has a healthy appetite please include some additional food such as cheese, crackers etc.

Lunch: Please provide a healthy lunch in a lunchbox. Children are encouraged to eat green food first, especially items that easily perish, ie sandwich, fresh fruit and vegetables and yoghurt.

Water Bottle: Please provide your child with a bottle filled with water.



School Dress Code

The school uniform is available from Uniform Concepts, 4/118 Spencer Street Bunbury. Please ensure there is a spare set of clothing in your child's bag in case of accidents (especially undergarments). Footwear must be comfortable and simple to take off and on, with Velcro straps and buckles and no thongs please. A broad brim, legionnaire or bucket hat is a compulsory item for every child. Please make sure all items of clothing are labelled with your child's name.

Toileting

Your child needs to be encouraged to be independent in toileting.

This means your child is able to:

- Realise when they need to go to the toilet
- Adjust their own clothing accordingly
- Use toilet paper appropriately
- Wash their hands after using the toilet

It would be ideal for your child to be fully toilet trained before attending Kindy.

We are aware that at Kindy age many children will have toileting accidents. We will assist children, usually verbally to prompt them through the toileting process and to change their clothes if need be. We will endeavour to inform you if your child has had an accident, however the day can be busy, please check your child's bag for wet clothes.

If you need support with toilet training your child some supporting agents are:

- Your GP or Clinic Nurse
- Hudson Road 9795 9308
- Ngala 9368 9368

Medical Information

Illness

Most children love coming to Kindy and want to attend even when they are sick. To help curb the spread of infections to other children and staff, please keep your child at home if they are unwell. Sleep and food are important contributors to being healthy. The WA Department of Health website (http://www.publichealth.gov.au/1/10/2/az_diseases.pm) has information about communicable diseases.

If a child becomes ill during the day, the parent of guardian will be contacted and asked to come and collect the child. However, if we are unable to contact you, then the persons nominated as emergency contacts on the enrolment form will be contacted.

It is extremely important that this information is kept up to date with telephone numbers. Please contact the administration if there are any changes to details.

Allergies and Medical Conditions

If your child has a medical condition (asthma, allergies etc) please notify the school. Where necessary an action plan will be formulated with you and the school administration, so that if an emergency arises directions can easily be followed. These plans need to be updated each year or if anything changes.

Administering Medication

The school is obliged to comply with reasonable requests for the assistance in the administration of medications. Staff can administer prescribed medication only after a parent or guardian and doctor have completed the authorisation form. Please contact the administration for authorisation forms.

School Nurse

The school nurse attends Glen Huon Primary School to complete a screening for all Kindy aged children. Please complete and return the consent forms when they are distributed by your class teacher. Enquires regarding this service can be made to Hudson Road on 9795 9308.

Head Lice

We ask all parent regularly check their child's hair for head lice. If lice are found, please treat promptly and inform the class teacher or school administration. If a notice is given about a case of head lice being detected please check your child's hair.

Cares and Concerns

If you have any concerns about your child please do not hesitate to make a time to meet with your child's teacher. Your child's wellbeing is our first concern. Should anything happen at home to upset your child in anyway, we would appreciate you letting us know. Families experience many upsets (separations, deaths, illness, accidents). We encourage you to communicate with us for the benefit of your child. Any shared information will be kept strictly confidential.

Preparing for Kindergarten

The first day of Kindergarten can be an anxious experience for both you and your child. Preparing your child is very important. Answer their questions honestly and in as much detail as they can understand.

Here are some tips:

A few weeks before:

- Talk positively about school.
- Read stories with you child about starting school.
- Go past the school and talk about how your child will be going to school there, the fun things they might do and the new friends they will make.
- Practice opening and closing their lunch box and water bottle.
- Practise going to the toilet by themselves, including hand washing.
- Practise nose blowing, including disposing of the tissue.
- Practise putting on and taking off shoes and socks.

A few days before:

- Discuss the Kindergarten routine with your child. Who will drop them off, at what time, when they will eat their lunch, who will pick them up and what time they will come home.
- Show your child their school belongings and talk to them about what they will need at school (bag, hat, lunch, water bottle) and try on their school uniform.
- Practise using lunch box again.
- Ensure your child has everything they need for school. Including a spare change of clothes.

Friday 28th January

- **The Kindy classrooms will be open from 2pm to 2:30pm for you and your child to meet the teacher, see the room and to drop off your booklist items.**

The first day of Kindy:

- Please make sure your child had a good night's sleep the day before.
- Plan to leave the house with plenty of time to arrive with out having to rush. Arrive at school a few minutes early, (no more than 5 minutes) arriving too early can lead to impatience and sometimes anxiety.
- When the doors open let your child enter before you. Bring their lunchbox, water bottle and morning tea container into the room.
- Encourage your child to say hello to the teacher, don't worry if they don't greet the teacher.
- Help your child place their water bottle, lunch box and fruit container on the designated shelf.
- Participate in an activity with your child. Tell you child that when the teacher rings the bells you will be going, and they will need to sit on the mat with the teacher.
- When the bells ring, try to make your goodbye quick without being rushed. Remind them who is picking them up and that you love them, give them a hug and a kiss and say goodbye.
- Please don't leave without saying goodbye to your child.
- If your child is uncertain or becomes upset the staff will assist your child to settle.
- Please make sure you are on time to collect your child at the end of the day, take the time to ask your child about their day and to look at what they did. (They will have something they made or painted to show you.)

Useful things to collect for Kindergarten

We love to recycle, if you have access to items you think we might be able to use please let us know.

Below are some suggestions of items we collect:

- Cardboard boxes and rolls (not toilet rolls)
- Material, lace, ribbon, buttons
- Wrapping paper, cards, gift bags
- Clothes, suitable for dress ups
- Leaves, gumnuts, wood off cuts
- Plastic bags
- Toys (please think of Kindy before the charity shop)

We also appreciate donations of consumables:

- Paper plates
- Plain flour
- Cooking salt
- Cooking oil
- Ziplock bags
- Drinking straws
- Dish sponges
- Magic erasers
- Rice
- Pasta

Useful information for Kindergarten

SCHOOL MAP

UNIFORM SHOP ORDER FORM

EDUCATION DEPARTMENT INFORMATION

- School Communities Working Together, Communication Protocols
- Let's talk about your concerns
- Immunisations
- Early Years Framework
- Self Care
- Play for young children: 3 to 5 years
- Talking, reading and playing
- Concentration and attention
- Hand skills
 - Pencil grasp
 - Scissor skills
 - Painting and drawing development
 - Letter and number formation
- Healthy food and drink choices in school
- Toileting
- OSH (Outside School Care)

ADDITIONAL INFORMATION

- Booklet - 0 TO 4 Learning at Home
- Booklet – Learning through play at home
- Hello Kindergarten
- COUNTDOWN TO KINDY