



Yuluma Primary School

Pre-Primary Information

Welcome to Yuluma Pre-Primary Program.

The early years of schooling have a special place in the education of a young child and form a distinct and important phase of a child's school life. Providing children with an appropriate start to these crucial early years is essential for successful schooling and long life learning.

A child's learning is continuous from birth and involves parents, caregivers and teachers in varied environments. A child's entry into school is the beginning of a new partnership between caregivers and teachers

Children enter school from a diverse range of social, cultural and economic backgrounds. Age, gender, ability, ethnicity and physical and emotional health are contributing factors to children's individuality and rates of development. The attitudes, skills and knowledge developed in the early years of school form a substantial basis for success in later years. During the early years, it is vital that all children are provided with opportunities to develop as independent learners.

Teacher: Mrs Caroline Metcalf
Principal: Mr Kim Pitts-Hill
Deputy Principal: Mrs Sandra Barnes



School Hours

School Commences: 8:45am
Morning Recess: 11:00am – 11:20am
Lunch: 12:20pm – 1:00pm
School Closes: 3:00pm

Early CLOSE every Wednesday. School closes at 2:30pm.

Arrival and Departure Times

Please make sure your child is delivered to and collected from the classroom near as possible to the start and finish times. Young children quickly become distressed if they have a long wait and the staff need time to prepare, clean up and attend to non-teaching duties. In case of an emergency, please notify the school of your alternative arrangements.

Children will not be released until a caregiver or parent arrives. Please wait for your child adjacent to the classroom.

Instructions regarding the discharge of a kindergarten student to a person other than the parent or caregiver must be conveyed to the teacher either in writing, or in person. The school has an obligation to ensure each child is given into the care of a responsible adult each day.

Swimming Lessons

Students from Pre-Primary to Year 7 will participate in 10 sessions of in-school lessons during 2012.

Recommended Personal Items

Each child is asked to supply:

- 2 boxes of tissues
- 2 large scrap books (min 33cm x 40cm)
- 1 double pack of paper towels
- 1 pump container hand soap

These items can be purchased from any supplier.

How Parents Can Help

As the Kindergarten is often the first major step away from home for a child, it is very important that there is full co-operation and communication between parents / caregivers and teachers. This can help the child to be a more stable, more effective, happier and useful member of the family and community.

Class Roster

Parents / caregivers are welcome to assist in the Kindergarten and may do so by nominating a time on the teacher's roster. This involves reading stories, talking with the children, helping them with puzzles and art activities and writing names on work. If you have any special talents or interests that you would like to share with the children, please let us know. All parents assisting in the classroom must sign the appropriate confidentiality forms, available at the office.

Younger brothers and sisters are welcome when parents / caregivers are on roster but remain your responsibility.

Parents are welcome to contact the Principal or Kindergarten teacher over any matters they wish to discuss, remembering however, that during the session times,

the teacher's first responsibility is to the child. Therefore, the Principal and the teacher may be contacted by appointment.

General Permission Form

All families are asked to complete a 'General Permission' form. On this form you are requested to indicate if you are willing / not willing to give your approval for your child to appear in publications and activities that take place regularly, e.g. newsletters. Please see the Principal if you would like clarification of any aspects of this form.

Clothing

Children are welcome to wear the school uniform and hat, although it is not compulsory in Kindergarten. Please send along a change of clothes in a plastic bag each day in your child's bag for any incidences that will require the child to change their clothes that they have worn to school that day.

Washing Instructions for Reeves Liquicryl Paints

Should this material be spilt on clothing, please observe the following cleaning instructions as stated by the suppliers, Winson and Newton.

- * *Soak garment overnight in cold water.*
- * *Rub stained area with laundry bar soap.*
- * *Wash as normal in the washing machine.*

IMPORTANT: Please note that under no circumstances should hot water be used to remove the paint as this will result in permanent stain.

Hats

Hats are required for outdoor play all year round. It is a good idea to put sunscreen on your child before coming to Kindergarten each day.

Footwear

It is desirable that you child wears footwear that they can manage with little or no assistance.

Playground Equipment

We discourage children playing on equipment while unsupervised by the teacher i.e. before or after school.

Parking

Parents who set down and pick up their children before and after school, are requested to please consider the safety of all children. Make sure your child takes good care and does not dart out between parked cars. Please observe all traffic laws.

Kiss and Ride – *This area at the front of the school is for this purpose only and cars should not be left in this area.*

Short Term Parking – *These sections around the school are strictly 15 minutes only.*

These areas are monitored by the Shire Ranger and parking fines may occur.

Pets

Parents are asked to make an effort to avoid family pets following children to school where they tend to become a nuisance and a danger. Please note that dogs are not permitted to be brought on to the school grounds.

Birthdays

Birthdays may be celebrated with a cake or preferably small cakes if parents wish. Please do not include nut products in cakes.

Toys

Generally we discourage the children from bringing in their own toys. Loss or damage can easily occur so to avoid this, we prefer the children to use the Kindergarten equipment only. The exception to this would be a toy brought for News Time.

Morning Recess and Lunch

In keeping with our Crunch 'n' Sip programme each child will need to bring a packed, healthy snack for morning recess and lunch. Foods such as chewing gum, lollies, chips and soft drinks are discouraged.

Nut Free School

Some of our students are highly allergic to nuts: Peanuts, Brazil Nuts, Almonds, Hazel Nuts etc. Contact with nut products can cause anaphylactic reaction (potentially fatal) requiring emergency treatment.

This also includes nuts in products such as:

- Nuts in shells
- Nuts out of shell, salted and plain
- Peanut Paste or Nutella
- Peanuts as an ingredient in many foods

The allergy level is such that:

A child who has eaten a peanut paste sandwich will have sufficient smear of peanut on their hand to cause a bad reaction should they later touch the allergic child.

Yuluma Primary School is a nut-free zone – please ensure your child's lunches and snack are free of all nuts and any products containing any type of nuts.

Medical Problems and Prescribed Medication Policy

The Department of Education and Training released in 2005 a document entitled 'Student Health Care Summaries' which describes procedures relating to students with medical problems and students requiring prescribed medication while at school. For your information, a summary of this policy, which has been incorporated into the school's policy, is listed below. Copies of both documents are available at the school.

1. Parents are asked to contact the school with information or procedures for dealing with emergency situations that may arise due to their child's medical condition. If this applies to your child, a medical detail form must be completed and submitted to the front office. Parents should also notify the school promptly if their child's medical condition changes or a new medical condition is discovered.
2. Schools are required to document all administration of medication to students, whether the medication is self administered or assistance is required by a staff member.
3. Medication should be in properly labelled containers showing the name of the drug, the name of the student and the appropriate dose and frequency. Unlabelled drugs will not be administered.
4. Parents and the school develop procedures to:
 - Reduce the risk of an emergency situation arising
 - Cope with an emergency if it does arise
5. This emergency action plan is updated annually.

6. Long Term occupancy of the school's sick bay by students is not considered appropriate. Parents will be contacted to take children home in this situation.

Accident or Illness

Minor injuries are treated at school but in the case of more serious accidents or illness, the school will advise you or phone the designated emergency contact. Please ensure that we have up to date contact information.

Head Lice

It is recommended that parents check their child's hair regularly. If head lice are detected at school, parents / caregivers will be contacted to collect their child from school for treatment at home. The child may return to school after treatment and symptoms of lice have been eradicated.

Infectious Diseases

The following diseases require exclusion from school:

- Measels, Mumps, Chicken Pox, Rubella
- Head Lice
- Influenza
- Ringworm
- School Sores
- Trachoma

Check with the Principal for the length of exclusion in each case. If in doubt, consult your doctor. Parents will be asked to collect their children if they are suspected of having an infectious disease.

School Chaplain

Melissa Rutter, our School Chaplain, is here three days a week. Ms Rutter coordinates our Breakfast Club and is able to support you with any pastoral care issues you and your child may have.

Behaviour Management in Schools Policy

Yuluma Primary School aims to:

- Create a positive environment within the school and classroom so that the teachers and students can work together in harmony.
- Create a caring school environment where the rights and responsibilities of the individual are recognised and respected.
- Establish a set of rules that protect the rights of all individuals.
- Establish procedures so that conflicts can be resolved in a positive, non violent manner.

Code of Behaviour

Student Rights

Everyone has the right to:

- Feel safe at school.
- Learn to the best of their ability.
- Be treated with respect and dignity.

Student Responsibilities

Students have the responsibility to:

- Ensure that their behaviour is not disruptive to the learning of others.
- Ensure that the school environment is kept neat, tidy and secure.
- Ensure that they are punctual, polite, prepared and display a positive manner.
- Behave in a way that protects the safety and well being of others.

Talk

Children learn through talk. Talking is one of the most important things we do. It is a way of sharing our feelings and thoughts and helps us to form our ideas and react to new experiences. Children need time to talk, listen and ask questions to help them learn.

Play

Young children learn about their world every day through play. When children play, they actively discover how things work, explore ideas, develop understandings, think creatively and practise new skills in a way which is fun, relevant and satisfying to them. When playing, they copy what they see around them in everyday life and use it to make sense of the world in which they live.

Learn

Talking and playing are ways young children learn best. Parents who provide plenty of opportunities for their children to play and spend lots of time talking and playing with them each day are giving their children the best possible support for learning at Kindergarten, Pre-Primary and School.

Talk Play Learn

Take time to talk with your child.

Answer questions and encourage curiosity.

Listen to what your child is saying.

Keep track of things that interest your child.

Provide time and space for play.

Laugh with your child; let learning be fun.

Allow your child to take risks and experiment with new things.

You support child's learning when you value their play.

Let children feel good about themselves as learners

Encourage your child to offer solutions to simple problems.

Accept your child's uniqueness and pace of development.

Recognise that play is the way children learn.

Notice efforts and celebrate achievements.

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