



# Welcome

to Pre-Primary



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# *Religious Education*

Religious Education is the first learning area in Catholic schools and integrates faith, life and culture. Programs run throughout each year level and are imbedded into all curriculum learning areas. Religious Education lessons enable students to understand and explain the Christian message and to learn about what the Catholic Church teaches about the distinctive vision of how Christian people live. Students also engage in reflection of what it means to be a Catholic.

## *Weekly Schedule*

### *InitialLit*

The literacy program that will be introduced in Pre-Primary this year. InitialLit is an explicit model for teaching reading and related skills. The program incorporates daily lessons in phonemic awareness, reading and spelling as well as rich language instruction using children's literature. It also incorporates the key components necessary for early reading instruction – phonemic awareness, phonics, fluency, vocabulary and comprehension.

### *Specialists and Timetable*

Throughout each week students will engage in a variety of specialty lessons with specialist teachers on a dedicated day. The specialist subjects include Library, Health and Physical Education and Science. All other Curriculum learning areas will be covered by myself; please refer to the weekly timetable on the school website.

## *What to bring to school*

Students will need to bring specific items to school on designated days of the week. Please use the 'What to bring to school' schedule on the school website as a guide.

## *Homework*

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# *Communication*

## *Seesaw App*

The Seesaw App is a digital portfolio that I use to document your child's learning and to relay messages. You can access the app from any digital device using a unique barcode which allows you access to your child's profile. You are able to comment on your child's work instantly and also communicate with me.

## *Email*

Alternatively, you are welcome to email me with any queries using my email address on the cover of this handbook.

## *Messages in the morning*

The classroom will be open from 8.15am in the mornings if you have any messages that you need to relay to me. If you have any concerns you wish to discuss I ask that you please arrange a time to meet with me as preparations for the school day are being completed in the mornings.

## *Parent Help*

I encourage parent help within the classroom and will have a roster near the door for parents to schedule a time to come in. Parent Help will be available after Week Five of Term One to allow the students time to settle into Pre-Primary. Parent help will occur from 8.25am until recess at 10.20am, although if this time is not suitable I am more than happy to arrange an alternative time. We ask that you please do not bring a pre-Kindy aged child with you to ensure that you can engage completely as a parent helper.

# *Behaviour Management*

## *Behaviour Expectations*

A high standard of behaviour is expected from all students at all times. There is a school-wide behaviour management policy that we follow to ensure that consistent judgements are being made. Student's behaviours are classified by low, medium and high. It's goal is to help create an environment at school that is functional and nurturing to everyone's needs. The program promotes the development of self-control in students and encourages positive behaviours. Students learn that all behaviours have consequences, be they positive or negative, and how to recognise when they need to alter their actions.

The five rules students are expected to follow are:

1. Speak, act and listen with respect
2. Hands, feet and objects to self
3. Wear the uniform correctly and with pride
4. Move thoughtfully
5. Respect your own, others' and the school's property

## Positive Behaviour

Student's positive behaviour is rewarded in the classroom through incentives and our Class Dojo.

# *Allergies and Health*

St Cecilia's Catholic Primary School is a nut and egg aware school as there are students within the school with various allergies. We encourage food to be brought to school that does not contain these items in the best interest of students with these allergies. Students will also be encouraged to wash their hands after eating egg or nut foods, not share food and help their friends if they feel sick to assist with the management of allergies.

Please make Teachers and Administration aware of any allergies or health matters your child may have. This includes supplying relevant items such as health care plans and medication.

## *Administering Medication*

If your child is required to take medication throughout the school day, a medication request form needs to be filled in at the office before we are able to administer it. All medication is to be held in the front office, with the exception of epipens, asthma relievers and spacers. Please ensure these are named and can be stored in your child's bag.

If a student becomes sick during the school day, or has an accident and needs medical attention, parents will be immediately notified, if possible, so that arrangements can be made for proper care.

## *Food and Drink*

Students should bring a drink bottle to school each day containing water only.

Canteen orders are to be placed online by creating an account at [www.flexischools.com.au](http://www.flexischools.com.au). Add your student, their school and year level to get started. The menu can be accessed on our school's website. Please see the canteen manager if you need assistance with any of this.

# *General Information*

## *School Times*

The school day begins at 8.25am. Prior to this, the classroom door will open at 8.15am in which your child may enter the classroom to prepare themselves for the school day.

Recess is at 10.20am to 10.40am.

Lunch is held from 12.20pm to 12.55pm.

The school day concludes at 2.35pm.

## *Absences*

If your child is going to be absent from school we ask that you please contact the school by phone or email before 9am. Please give a brief description of the reason for their absence. All absences need to be put in writing, even if you have contacted the school by phone as a requirement for auditing purposes.

If you are aware of your child being absent from school for a period of time prior to this occurring could you inform the school. Explanation of student absence forms are available in the office and on the school website.

## *School Uniform*

Students are required to attend school each day wearing their full school uniform. Full school uniform for Pre-Primary includes the Kindergarten/Pre-Primary school shirt, plain black shorts or skorts and closed in shoes with socks or sandals.

## *Birthdays*

Student's birthdays are recognised via school assemblies and in class. We ask that treats of any kind are not brought to school for birthdays or at any time. Students can feel left out and can become quite upset if party invitations are distributed in a classroom setting and they are not invited. Should your child be hosting a party and only some class members are invited, please be sure these invitations are distributed at the end of the day, after the bell.

## *Assemblies and Masses*

Assemblies are held on Monday of every Odd week and Thursday of every Even week. Parents are welcome to attend all assemblies. Assemblies usually commence around 8.40am. Throughout the year the school participates in various school and family masses. Our Pre-Primary class will be involved in performing as part of the Holy Week Assembly in Week Nine, Term One. Please check the school's term planners for these dates and I will inform you closer to the time.

## *Stationery*

Your child's stationery and books will be kept in the classroom for your child to access as needed. Resources will be shared amongst all students and if any additional items are required throughout the year I will let you know. Please provide all items as outlined on your child's booklist to enable them to participate in classroom learning without disruptions.