Phoenix Primary School
Kindergarten & Pre Primary Centre

A welcome is extended to parents/guardians and children beginning their association with Phoenix Kindergarten & Pre Primary Centre, situated at Phoenix Primary School, corner of Phoenix Road and Oldridge Street, Hamilton Hill, WA 6163

Pre Primary Centre Telephone: 9418 3153.
School Telephone: 9418 3955
School Fax Number: 9418 1484

ARRANGEMENTS FOR CHILDREN COMMENCING THE KINDERGARTEN PROGRAM IN 2013:

A letter will be sent home to parents/guardians at the end of the school year 2012 with details of dates, days and times of your child's attendance at Kindergarten in 2013.
ARRIVALS AND DEPARTURES

Punctuality is important. It is very daunting for most children to enter a class after it has started. Similarly, most children don’t like to be the last to leave.

Children must be dropped off and collected by an adult. It is unacceptable for primary aged children to have responsibility for bringing kindergarten children to school. This is to ensure the safety of your child and to enable staff to communicate with parents directly. If someone who is unknown to the staff is collecting your child it is extremely important you notify staff about this. If there is any information relating to custody of your child please inform us and provide relevant documentation.

If your child is unsettled or crying, try to reassure him/her but when school starts it is best to leave quickly and quietly. The child usually only takes a few minutes to calm down and settle in. If this is not the case you will be contacted. Please keep good-byes short and happy.

PROGRAMME

Your child’s first year at school is a very important one as it forms attitudes and lays the foundation for future learning. We want it to be a very happy year for you and your child.

Our programme aims to assist each child to reach his/her potential. The kindergarten year is a year of rapid development and the maturity of children varies greatly. Please try not to compare your child with others – children will be developing at their own rate.

We also aim to develop confidence and independence and by so doing, enhance self-esteem. This in turn should lead to good communication and respect for others as well as a positive approach to problem solving and school in general.

Another objective is to develop gross (e.g. climbing, hopping, skipping, etc.) and fine (cutting, drawing, writing, threading, etc) motor skills. Language is, of course very important and children will be assisted in expressing their feelings and ideas.

WHAT TO BRING

CONTRIBUTIONS – Amenity contributions will be $60.00 for Terms 1 – 4 or $15.00 per Term. This can be paid at the school office.

Maximum additional charges, including class activities, excursions, incursions, etc. for 2013 will be $60.00. This will be collected as needed: do not pay at the beginning of the year.

MATERIALS – On the first day of Term your child needs to bring:

1 Small school bag (e.g. small backpack)
1 hat
1 library bag
1 whiteboard marker
1 piece of fruit

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WEEKLY REQUIREMENTS – each week we ask you to provide three pieces of fruit, vegetable, cheese, crackers or dried fruit. These are prepared and shared at ‘fruit time’ each day.

COOKING MONEY - The cost is $5.00 per term or $20.00 for the year. This money is used to purchase small items and cooking ingredients for the Centre. This can be paid to your child’s teacher.

WHAT TO WEAR
Clothing should be sensible and of course, easily washable. Children should be free to climb and not unduly worried about getting their clothes dirty. A spare set of clothing including underwear should be left in your child’s bag in case it is needed and a hat brought each day for use whilst playing outdoors. The school has a policy of ‘no hat, no play’. You may choose to leave the hat at school. Please try to make it the child’s responsibility to remember, although for a week or two you may need to help. Independence is very empowering and helps create higher self-esteem.

Shoes should have a non-slip sole (safe for climbing and be easy for your child to take off and put on unaided).
Please write your child’s name on all clothing, lunch boxes, etc.

OTHER INFORMATION
ROSTERS – we rely on parent help to extend and enrich the educational programme and to help with housekeeping chores. We would like parents to come on roster regularly. There will be a roster up at the centre for you to write your name on a day that suits you.

While on roster you can help by writing names on the children’s work, helping them with puzzles, games or art and craft activities (please encourage them to do as much as they can for themselves), helping to tidy and clean up afterwards and preparing materials. You will be asked to wash the towels and aprons occasionally.

We will let you know when we are ready to commence the rosters.

SICK CHILDREN – Please do not send sick children to school.
Children will often insist on coming but be guided by their behaviour. If your child has loose bowel motions, has been vomiting at night or before school, is tired or looking pale and miserable he/she needs your care. We cannot provide it. Sick children often pass their illness onto others, are not receptive to learning and rarely have a happy day. Please be firm about this.

On occasions when children become sick during the day, or have head lice, parents will be contacted and required to collect their child immediately.

CAR PARK – for the safety of all children, we ask you not to drive into the staff car park at any time. Experience has demonstrated that this is a very dangerous practice in a situation where pre-primary and kindergarten children and their young brothers and sisters are coming and going.

FOOD – At kindergarten we encourage children to eat healthy food. Sweets and party type food is discouraged but this approach is only successful when all children/parents cooperate. We therefore seek your assistance in this matter.
Please note that if your child is attending Kindergarten for a half day session they do not require/eat lunch at school on that day.
TOILET TRAINING – Parents are encouraged to fully toilet train their child prior to them commencing kindergarten. If you are concerned about this aspect of your child’s health and wellbeing please speak to the teacher at your earliest opportunity. Helpful advice to assist you with this training can be obtained from the Community Health Service Nurse (contact details available from the school office).

It is understood that accidents can happen occasionally, however the Centre does not have the facilities to clean a soiled child appropriately. Should this happen parents/guardians will be called to collect their child, so he/she can be cleaned in the privacy of their own home.

During the course of the year you will be kept informed of any changes or issues that arise. Similarly, we would appreciate hearing about your concerns and problems. This will help to keep the programme running smoothly.

We look forward to meeting you in 2013

PUBLIC SCHOOL TERM DATES FOR 2013:

- **Term One:** Monday February 4 – Friday April 19
- **Term Two:** Monday May 6 – Friday July 5
- **Term Three:** Monday July 22 – Friday September 27
- **Term Four:** Monday October 14 – Thursday December 19

STUDENT FREE DAYS (SCHOOL DEVELOPMENT DAYS) 2013:

- **Term One:** Thursday and Friday January 31 & February 1
- **Term Four:** Friday December 20

A further four School Development Days will take place during the year – dates to be decided in consultation with the School Council. Parents will be notified of these dates early in the school year.

PUBLIC HOLIDAYS 2013:

- Tuesday January 1: New Year’s Day
- Monday January 28: Australia Day
- Monday March 4: Labour Day
- Friday March 29: Good Friday
- Monday April 1: Easter Monday
- Tuesday April 2: Government School Holiday: School will be closed
- Thursday April 25: ANZAC Day
- Monday June 3: Foundation Day
- Monday September 30: Queen’s Birthday
- Wednesday December 25: Christmas Day
- Thursday December 26: Boxing Day

2014: Term One for Students starts on Monday February 3