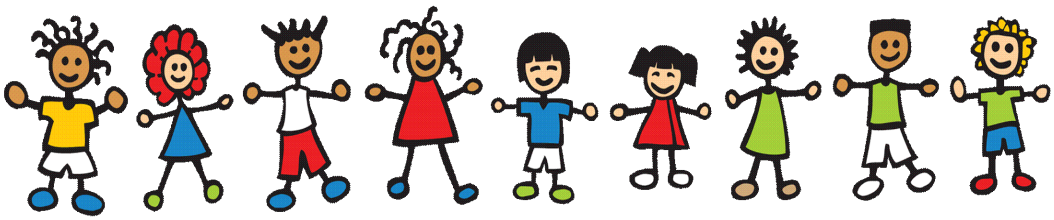
Aranmore Catholic Primary School

Parent Handbook 2015

Pre-Primary

Aranmore School Vision

The Aranmore Family,
enriched by its Catholic tradition
and cultural diversity,
nurtures in each child
a love of life,
a passion for learning
and the skills to make a difference.



School Prayer

Take time to read
Take time to think
It is the road to wisdom

Take time to laugh
Take time to love
It is the way to be alive

Take time to give
Take time to pray
It is the road to God

WELCOME

We would like to extend a very warm welcome to all the children and families commencing at Aranmore Pre-Primary.

On the following pages we have published important information which will help you and your child to understand the operation of Pre-Primary and make the transition as smooth and as happy as possible.

We are looking forward to an exciting year with you and your child.

Miss Catherine Connell
Pre-Primary Red Teacher

Miss Cassandra Lionti
Pre-Primary Green Teacher

Ms Joanne Cox
Educational Assistant

Mrs Anna Drew
Educational Assistant

LEARNING

At Aranmore Catholic Primary School, our early years educational programmes are formed around the Australian Curriculum and the Early Years Learning Framework. In this way we are able to achieve a successful balance between educationally play-based and structured learning for the children.

The Early Years Learning Framework is based around five Principles:

1. **Secure, respectful and reciprocal relationships**
2. **Partnerships**
3. **High expectations and Equity**
4. **Respect for Diversity**
5. **Ongoing Learning and Reflective Practice**

▪ Early Years Programme

The main aim of the Early Years Programme is to provide a happy, secure and motivating environment. This is developed by:

- Allowing children to have a strong sense of identity and well-being
- Encouraging and facilitating the growth of the child physically, emotionally, socially, intellectually and spiritually.
- Giving children opportunities to feel confident and take control of their learning
- Children becoming effective communicators
- Children being connected with the school and wider community

In Pre-Primary we aim to:

- Provide a happy, caring, stimulating and supportive environment where the children will feel secure and enjoy being within that environment.
- Provide a class environment that values and promotes the uniqueness of each child, with an emphasis on self-development and social interaction.
- Provide a program that will cater for a wide range of developmental abilities and interests, which will allow children to develop to their fullest potential.
- Provide time for children to discover, explore, question and experiment to encourage them to implement their creative thoughts, develop skills and learn.
- Play education is very important for the development of children, as it requires active involvement. The children will interact in teacher initiated or directed activities, free play and discovery learning.

- **Religious Education**

Religious Education is a major focus in our daily Pre-Primary timetable. A variety of topics are covered including *All About Me, Family, Communities, Christmas, Easter, Church and Baptism*. While studying these topics the children are encouraged to wonder about their God while nurturing a real and personal relationship.

Children are taught traditional prayers, the sign of the cross, the format of the mass, are exposed to Bible stories, Catholic traditions and the importance of being a part of their community. We have daily rituals inclusive of morning, lunch and afternoon prayer.
At the end of Pre-Primary all children should know how to make the Sign of the Cross and recite the School Prayer.

Liturgies
Pre-Primary takes part in all whole school liturgical celebrations including Masses at St Mary's Church, Leederville, the celebration of Feast Days, Lent/Easter and Advent/Christmas.

Twice a year the Pre-Primary classes celebrate a Liturgy of the Word lead by Father Angelo. All parents and relatives are most welcome to join us. Dates are listed in the school calendar.

Liturgical Singing
Liturgical singing is held every Wednesday at 8:45am in the school hall. We practice songs with the rest of the school for our masses and liturgies.

- **Literacy and Numeracy**

The introduction of the Australian Curriculum has seen some changes in Pre-Primary. The children learn vital early literacy and numeracy skills through hands on and interactive learning experiences. We focus on developing the children's knowledge, understanding and skills in listening, speaking, reading, writing and numeracy. Learning experiences are planned based on the children's abilities and needs.

- **Handwriting**

In Western Australian schools we use Victorian Modern Cursive handwriting. A sample of this printing will be sent home in the first week of school. It is important that children are aware that many different printing styles exist, however you can help them by modeling and encouraging Victorian Modern Cursive at home.

- **Library**

The children have a library session with the Teacher Librarian in the Library. Borrowing of books is encouraged so please help your child to remember to bring their library bag on their designated day and return their borrowed book each week.

- **Italian**

As part of the Languages Other Than English component of the Australian Curriculum, the children will have an Italian lesson each week with a specialist Italian teacher.

- **Science**

In Pre-Primary we cover one Science topic per Term. The children observe and describe behaviours and properties of everyday objects, materials and living things. They explore the 'world around us', including weather and its effect. All lessons are interactive, informative and relevant to our World.

- **History**

In Pre-Primary the History learning area covers both personal and family history eg stories of different cultures and parts of the world, exploring families, where they were born, the structures of families and how they celebrate events in their lives. We also explore past and present events and sequence familiar events in order.

- **Geography**

The focus for Geography in Pre-Primary is exploring the place we live in and looking at its features. From this we explore maps, how specific places are special to us and ways we can look after these places. We begin to represent specific places on pictorial maps, including main features.

- **Technology and Enterprise**

Technology is an integral part of the Pre-Primary program. Children are taught the basic skills of using a computer - how to log onto the computer, using a mouse and using a keypad.

The use of the Smart board is incorporated into the day and is used for educational programmes and PowerPoints for learning and engaging activities. IPad's are used in Learning Groups, where age appropriate educational programmes are used games to help enhance learning.

- **Art**

Art is integrated into many Learning Areas in Pre-Primary. It incorporates Visual Arts, Music, Dance and Drama. We experiment and use different materials, techniques and processes to produce artwork. We explore ideas and through experiences, observations and imagination, we create and design visual artwork.

- **Excursions**

Excursions are an integral element of our Pre-Primary programme and we feel it is important your child participates in all activities. Parents will need to sign permission slips giving parental consent and return them to school by the due date, so that your child is able to participate.

UNIFORMS

Pre-Primary children wear a uniform to school and are expected to be in full uniform at all times.

- **Pre-Primary Uniform**

Summer

Aranmore blue sport shorts or skort
Aranmore polo shirt in faction colour (logo)
White sneakers or brown Roman sandals
White Aranmore socks
Aranmore school hat

Winter

Aranmore navy fleecy tracksuit (logo)
Aranmore polo shirts in faction colour (logo)
White sneakers
White Aranmore socks
Aranmore school hat

WHAT TO BRING?

Your child needs to bring:

- **Plastic cup**
- **Library bag**
- **Homework Folder**
- **Aranmore Hat ('no hat, no play' policy)**
- **Lunch box**
- **Water bottle**
- **Large backpack**

- All items belonging to your child, i.e. bags, clothes, hats, bottles, lunch boxes etc must be clearly labeled with their name on it.
- Please keep all toys, jewellery and valuables at home as we cannot be responsible for items being broken or lost.

ATTENDANCE

Session Times

Monday - Friday 8:30am - 3.00pm

Recess: 10:45am - 11:10am Lunch: 12:40pm – 1:25pm

Arrival and Departure

- Parents are asked to escort and wait with their children until the door opens at 8:30am.
- If children are at school before 8.30am, they must go to the hall where they will be supervised by a staff member. When the 8.30am bell goes the come to classroom. The Pre-Primary door opens at 8:30am every day.
- As you come in to the classroom the Teacher and Education Assistant will greet you. Please feel free to sit down with your child and complete a puzzle or read a book. When the hand bell is rung at 8.45am please give your child a quick kiss, cuddle and then sit them on the mat to start our day. If your child is upset please bring them to the teacher or assistant and please feel free to give us a call a little later in the day to check if they have settled.
- Children who are not collected from Pre-Primary by 3:00pm will be supervised by Pre-Primary staff at the Kiss and Ride collection area located at the front of the school until 3:10pm. After that time they will be brought to the office and parents can collect children from there.
- Please let your child's teacher know if someone different is collecting your child. Children will not be released into the care of unknown persons if staff have not been informed.

Absentees

- If your child is going to be absent from school, parents are asked to ring the school office on 9444-9366 by 8:30am. When your child returns to school you will need to provide the teacher with a note with the reason for the absence and the dates.
- If your child arrives after 8.45am please sign them in at the front office.
- If you need to collect your child early please sign them out at the school office prior to collection.
- If we feel that your child is unwell we will contact you and ask you to collect them.

HEALTH AND WELL-BEING

- If your child is unwell please keep them at home to rest otherwise if they come to school they run the risk of infecting other children and/or developing secondary infections themselves.
- Please let us know if your child has an infectious disease such as chicken pox, measles etc so that other parents can be notified.

Medication

- If your child requires medication, this must be administered before/after school. If your child requires medication whilst at school, we ask that you come to school to administer the daytime dosage. Staff can administer medications if urgently required however medical forms need to be completed by parents prior to this occurring.
- Please let us know of any allergies or medical concerns so that a Medical Action Plan for your child can be put in place if required. If your child has a severe allergy or asthma plan, this plan must be given to the classroom teacher on your child's first day of school, together with ventolin, spacers and epi-pens.

Allergies

- Aranmore Catholic Primary School is an allergy aware school. Please be aware that some children are allergic to various food products including nuts, which are the most common allergen.
- We ask that nuts or food that contain nuts, not be brought to Kindy as a precaution. Consider very carefully what you send to school in your child's lunchbox and remind your child not to share food.

BIRTHDAYS

- Birthdays are a special time in the lives of young children. We are happy to celebrate your child's special day.
- Please keep the school Healthy Food and Drink Policy in mind if you provide birthday treats. Please speak to the teacher or refer to the policy for suggested treats.

GUIDING CHILDREN'S BEHAVIOUR

- In Pre-Primary our discipline policy encourages students to think about making good choices and trying to solve the problem by themselves.
- Children will be rewarded for positive behaviour with stickers, stamps, prizes, merit award and visits to Mrs Williamson's Treasure Box. When a negative behaviour occurs students will be given a verbal warning and staff offer them a better choice of action. If children continue to misbehave they are placed on 'time out' to think about their actions.
- Parents will be notified regarding any major concerns and this may result in an interview with Parents, Teacher and/or Principal.

LUNCH ORDERS

- Pre-Primary children may order their lunches from the canteen on Monday, Wednesday or Friday. Please write your child's name and order on a paper bag with the correct money and place it in the class lunch basket upon arrival in the morning.
- Please note Pre-Primary students do not visit the canteen and therefore they are unable to purchase or order items from the canteen at recess.

CRUNCH AND SIP

- Crunch and Sip is a whole school initiative where students re-fuel with fruit or vegetables during class time to assist in physical and mental performance and concentration in the classroom.
- In Pre-Primary we have a roster to provide the crunch and sip. When you are on roster please send in a container of chopped up fruit and/or vegetables.

COMMUNICATION

- **Parent Information Night**
  - This is an opportunity for the teachers to explain what happens in Pre-Primary on a day to day basis and it is also an opportunity for parents to ask any questions.
- **Learning Journey**
  - Learning Journeys are held one evening from 3:30 p.m. – 6.30 p.m. in Terms 1 and 3. These evenings provide an opportunity for parents to come into the classroom and for the children to showcase some of their wonderful work to their parents.
- **Reports**
  - Starting in 2015 Pre-Primary students will be receiving reports, in-lieu of portfolios. The reports will be sent home at the end of Term Two and Term Four.
- **Assembly**
  - Assembly is **every Friday at 8:45am** in the School Hall. If your child is receiving a Merit Award you will be notified on Thursday afternoon.
- **Parent Roster**
  - We love having parents and grandparents on roster in Pre-Primary. When you are on roster you are asked to stay and help in the classroom until recess. Please do not bring siblings on roster. We will put the rosters up each term once the children have settled back into routine.
- **Laundry**
  - We ask that parents share the weekly washing – towels, tea-towels and art smocks. The washing is distributed on Friday to be laundered and returned the following Monday.
- **P&F Class Representative**
  - The Parents and Friends Association is a magnificent friend-raising and fund-raising group within our school who organize social events for the parents and children and also assist in purchasing additional resources for our school. Parents are encouraged to support the P&F.

- The Class Representative role involves welcoming new parents to the school, organizing informal get-togethers for parents and general liaising between the P&F and parents.

- **Newsletters**
  - Newsletters are available on the school website and you can access these from Friday evenings. Our website address is: www.aranmorecps.wa.edu.au
  - Please ensure that you provide the school office with a current email address so that the newsletter link can be sent to you each week.
  - **In Pre-Primary there is a fortnightly newsletter that is sent out to all families. This is to keep you up to date with important information and dates occurring in Pre-Primary.**

- **Appointments**
  - Parents are invited to meet with the Pre-Primary teacher should they have any queries or concerns regarding their child's progress or development. If you wish to speak to the teacher at length please make an appointment at a mutually convenient time.

- **Confidentiality**
  - Parental assistance in classrooms is a very important part of modern education and something which the Pre-Primary staff are very appreciative.
  - It must be stressed however that, just as teachers are expected to maintain high standards of confidentiality, classroom volunteers should be very careful not to discuss with others the behaviour or academic performance of students. In this way we all safeguard the feelings of others and keep alive the Aranmore spirit.

Aranmore Catholic Primary School,
20 Brentham Street, LEEDERVILLE WA
Ph: 9444 9366 Fax: 9242 2784
Email: admin@aranmorecps.wa.edu.au