

WOOLOOWIN STATE SCHOOL



PREP INFORMATION BOOKLET 2020

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Principal's Welcome to Woolloowin State School.

It is with great pleasure that I welcome all new and prospective Prep parents to the first year of Primary school. These first steps are essentially important to you and your family as they grow and develop and build a strong foundation from which they can flourish into the future.

As a school we have a long and successful tradition of providing diverse and unique educational opportunities that are engaging, research based and promote individual excellence. The nature of our context provides students with skills, knowledge and understandings that they will carry forward as lifelong learners throughout their educational journey's.

Our teachers, staff and parents of Woolloowin State School, work together to create a caring and professional environment that is dedicated to guiding students towards their individual potential and academic excellence. The P&C provides strong guidance and support to the school and its continuing improvements.

As part of our Urban renewal, our school has been highlighted as being key to the success of our local area and have engaged in development of our Heritage Conservation Plan, which will guide our most current long term master plan. All classrooms are air conditioned and provides a comfortable and focused environment with a welcoming balance of tradition and student centred learning. In all classrooms students engage with the latest technological learning experiences that links the school and home learning contexts. This provides us with the ability to create stronger transitions and communication between students, parents, caregivers and the school.

We look forward to welcoming you and your family to our wonderful school community.

Yours truly,
Chris Erbacher

POSTAL ADDRESS:

Woolloowin State School
PO Box 1277
Lutwyche Q 4030

PHONE:

3622 1777

ABSENCE PHONE:

3622 1766

FAX:

3622 1700

EMAIL:

admin@woolloowinss.eq.edu.au

WEB SITE:

www.woolloowinss.eq.edu.au

SCHOOL'S OUT:

3357 2020

OFFICE HOURS:

8:00am - 3:30pm

UNIFORM SHOP:

8:30am - 9:00am
Monday - Friday

PREP HOURS:

9:00am - 3.00pm

1ST BREAK:

11:00am - 11:40am

2ND BREAK:

1:30pm - 1:55pm

TERM	DATES 2020	LENGTH
Term 1	Tuesday 29 January - Friday 5 April	10 weeks
Term 2	Tuesday 23 April - Friday 28 June	10 weeks
Term 3	Monday 15 July - Friday 20 September	10 weeks
Term 4	Tuesday 8 October - Friday 13 December	10 weeks



Welcome To Prep

To Our New Prep Children

We are looking forward to meeting you, your parents and members of your family, as they join us for Prep.

I know you will have lots of fun playing and meeting new friends here at Woolloowin.

It will be a wonderful your of learning and friendship. We can hardly wait to welcome you on your first day!

From
Everyone at Woolloowin
State School

We look forward to sharing many happy times with you as we work together to provide the best possible learning opportunities for your child. This booklet covers many of the day-to-day aspects of Prep. Please feel free to contact one of the administration staff if you have any further questions.





Important Information

SCHOOL OFFICE HOURS: 8:00 a.m. to 3:30 p.m. (Monday to Friday)

PREP STARTS: 9:00 a.m.

FIRST BREAK: 11:00 a.m. – 11:40 a.m.

SECOND BREAK: 1:30 p.m.– 1:55 p.m.

PREP FINISHES: 3:00 p.m.

Please advise our office staff:

- › If you change your address;
- › If you change your telephone number;
- › If there is a change in your emergency contact number;
- › If any significant changes occur with your child's health;
- › If you feel we should know of any other changes which concern your child;
- › When your child is absent.

Prep Times

MONDAY - FRIDAY 9:00 - 3:00 pm (Please be considerate of these times)

Children need to remain in the parent's care until brought into the classroom and handed over to the teacher's care. It is important for children to learn school routines and transitions, and arriving on time for Prep is an important part of starting the day successfully. It is important to arrive between 8:40 and 8:50 a.m. for an 9:00 a.m. start. If, for any reason, you ask a different person to collect your child on any occasion, please notify the teacher and office staff when you leave your child at the beginning of the session. This is a matter of urgency where children are involved. Your child will not be able to leave the school without such an arrangement. If your child is late to school or needs to leave school early, they need to report to the school office. Please do not go to the classroom to collect your child, they are to be collected from the office.

Prep as Part of the Whole School

In the Prep setting, children will be part of the primary school. They will explore the whole school environment, joining in all areas of the specialist curriculum, including music, library lessons, computers and physical education. They will also be entitled to services from our Guidance Officer and other specialist staff. Swimming lessons are part of our School curriculum and are available in Term 1 and Term 4 for all Prep students. The Wobbegong Swim Club operates from our school pool each Friday night during terms 1 and 4. Details of this are available on our school website or on the Wobbegongs Website www.wobbegongs.com.au

Prep at Wooloowin

The Prep classrooms at Wooloowin are open, spacious, air-conditioned and welcoming. Our program is focused around the Australian Curriculum and aims to cater for the individual child's social, emotional and educational needs, every day. Our teachers are dedicated, focused and experienced and look forward to meeting with you and your child at Wooloowin. An overview of the Prep curriculum is available on the school website at www.wooloowinss.eq.edu.au

Australian Curriculum

The Australian Curriculum was introduced in all Key Learning Areas in Queensland State Schools. Students have a seamless Curriculum expectation from Prep to Year 10 as defined by ACARA.

Lost Property

Named items are easily returned or found through the lost property box either in the Prep classroom or in the school lost property trolley located under the Prep veranda. Please remember to label all items your child may bring to school.

Parents at Wooloowin

As a parent, you play a vital role in your child's education. By getting involved in the school you can help your child make a smooth and happy start to their education.

You can do this by:

1. Introducing yourself to your child's teacher;
2. Sharing information with your child's teacher;
3. Keeping the teacher informed of any changes that may affect your child;
4. Talking positively with your child about their day;
5. Attending parent information sessions;
6. Reading the school newsletter;
7. Attending P&C meetings;
8. Volunteering to attend school excursions or participate in classroom activities e.g. reading groups or morning reading.

Please speak to your child's teacher if you are available to help in the classroom. Please also remember to ensure younger children are fully supervised while parents are on school grounds.



Uniform

We are proud of our school uniform and our students wear it with pride. All uniforms are available from the school uniform shop which is located next to the tuckshop. We have both a formal uniform, including a blue checked shirt or dress as well as school polo shirts which are worn with blue shorts or skorts. Details are available in our School Dress Code or on the website. As a Sun Safe school, we particularly emphasise the need for a school hat to be worn outdoors at all times. We have a No Hat, No Play policy. Black shoes and white socks are also part of the Woolloowin State School uniform. There will be three Sports Houses, Kunara, Tarmaroo and Bunderra. Sports Houses, for Preps, will be selected before the Athletics Carnival, in Term 2

Communication

Messages: Please read the noticeboards, outside the Prep classrooms, regularly to keep in touch with the children's activities, items of interest and generally, what's happening at school. Notices sent home in newsletters need more attention. It is your child's and your own responsibility to check that you are receiving messages within an appropriate time frame.

Newsletters: Weekly newsletters at Woolloowin State School are sent out electronically via email. Please ensure your email information is up to date to guarantee you receive a copy.

Phone Messages: The school number is 3622 1777 and office hours are 8:00 a.m. to 3:30 p.m. daily. If you wish to speak to or pass on a message to a teacher, please contact the office.

Sharing information: Events in family life, such as illness, new babies and visitors can be a prime source of excitement or concern for young children and can affect their behaviour at home and/or at school. We encourage guardians to discuss any concerns you may have about your child with the classroom teacher. Any information received will be treated in confidence.

Email: Each teacher at Woolloowin State School has an Education Queensland email address. Please contact the office to ask for this information.

Assembly: Assembly is held every Friday morning at 9:00 am and parents are more than welcome to attend. A morning tea is provided in the hall by the P&C each week for parents after assembly.

Blog: The Prep classes have an updated blog which can be accessed through the Woolloowin State School website - www.woolloowinss.eq.edu.au. Simply go to the Curriculum drop down menu and click on the appropriate blog link.

Twitter: Follow us on Twitter - @WoolloowinSS

FaceBook: Also follow us on Facebook at <https://www.facebook.com/woolloowinss/>

We look forward to working with your child and yourself in building a supportive partnership!



Illness / Medication

Understandably, children with an infectious illness must be kept at home. This includes vomiting, diarrhoea, flu and severe coughs and colds, which are **extremely contagious**. If your child is absent please call the absence line (3266 1766) . **We are not allowed to administer non-prescription medicines (e.g. Panadol, cough mixture).**

It is necessary to complete a permission form for prescription medicines and these medicines must be in their original containers with chemist label attached. Often, though, if a child is ill enough to be on medication, they are ill enough to be at home.

If your child becomes ill during the day, every attempt will be made to contact parents. If this fails, we will notify a nominated emergency contact person to collect the child.

Use of our Pick up and Drop off (PUDO) car park

We are lucky enough to have a small car park area in the front of the school. Short term parking only is available during pick up and drop off times

With this in mind, please remember these simple rules when utilising the car park:

- › The reverse parking spots are for 10 minutes only at pick up and drop off me;
- › Please consider coming slightly before 3.00pm;
- › Parking adjacent to the kerb is for pick up and drop off only (2 min);
- › Please do not park in the pick up/drop off area when picking up Prep children;
- › Cars must not be left unattended in the pick up/drop off area;
- › There is street parking available in Norman Street and we have rear access through to Kedron Park Road;
- › Parents and children should cross at the red crossing only.

Thank you for your assistance with these procedures.

Outside School Hours Care

The Outside of School Hours Care program is owned and operated by the school P&C. For more information about vacancies contact them directly.

Excursions

During the year we may organise visits of educational interest where the children will be required to leave the school.

You will be fully informed well before each event. We will need your written request and lots of parents to help supervise!



Prep Reporting and Homework

Woolloowin Prep students receive a report card at the end of Term 2 and Term 4. Prep parents are constantly kept informed of their child's progress through informal discussions and parent / teacher interviews held at the end of each semester. If at any time you are concerned regarding your child's performance in prep please see your child's teacher.

Children will be sent home sight words and home readers to work through with their parents. If you have any concerns regarding this, please see your child's teacher.

Water bottle

It is important that children have an adequate intake of fluid throughout the day. For this reason, each child will need to bring a water bottle marked with his/her name every day. Children can place this on the tray at the door to the Prep room. They will then be able to access their water bottle during the day.

What does your child need?

Below is a list of everyday requirements your child will need in our classroom.

IT IS ABSOLUTELY ESSENTIAL THAT ALL CHILDREN'S BELONGINGS (INCLUDING CLOTHING) ARE NAMED WITH A PERMANENT MARKER TO ENSURE THEY ARE RETURNED TO YOU SHOULD THEY BE LOST.

1. School Bag;
2. School Hat;
3. School Uniform (black shoes and white socks). Please refer to the School Dress Code;
4. Piece of fruit for fruit break;
5. Morning Tea;
6. Lunch;
7. Water bottle;
8. Library Bag (later in Term 1);
9. Box of tissues;
10. Spare clothes each day (to be kept in your child's bag).



Parents' and Citizens' Committee

At Woolloowin, we encourage the active participation of all families. We value parent's skills and experience and encourage all parents to become involved in the P&C and their activities, including the tuckshop and uniform shop. Parents' & Citizens' Association meeting dates are advertised in the newsletter and on the school noticeboard. They are always held on a Thursday night and parents are welcome to join the group.



School Payments

All money to be paid to the school for excursions / incursions or resources needs to be taken to the school office. It must be in a named envelope, with the amount and the purpose of the payment written on the front.

Tuckshop / Money

We are very lucky at Woolloowin to have a tuckshop that is open 5 days a week. Orders are available for both breaks through the bag system. Parents are asked to place orders directly through the Tuckshop before school in the morning. If your child attends Before School Care, the lovely staff will ensure your order is placed in the morning. Please ensure all money is placed in an envelope to save it being lost.

Treasures from Home

As toys and treasures from home are easily lost or broken and may well cause unnecessary conflict, we ask that they are not brought to school.

Birthday and other special celebrations are wonderful ways to build understanding about each other. We have found that patty cakes are the most ideal and fair way for children to share their special event with their friends.

It is important to advise us of any allergies your child may have. We are happy to accommodate these needs with alternative foods which you provide, so that they do not feel isolated from the birthday or other celebration. Having an alternate supply in the freezer means no child will miss out!



Resource Costs Associated with Prep

The Prep curriculum requires an extensive range of resources and equipment. To ensure your child has access to these, \$130 (may vary due to increasing costs) is required to cover costs for the entire prep year. This Student Resources Scheme replaces the Book Pack as required in other year levels. This amount covers the cost of card, paint, paper, scrap books, glue, sticky tape, pencils, cardboard, magazine folders, photocopying paper and folders. A complete list of resources is available from the school office.

This contribution can be paid in a lump sum at the beginning of the year or by instalments at the beginning of each term. A Participation Agreement Form will be sent home to families. A parent who chooses not to participate in the scheme is responsible for providing their child with all items that would be provided under the School Resource Scheme. We thank you for your assistance with this process.

We also have a voluntary financial contribution of \$70 to support technology resources used to engage children in their learning.

Library/Resource Centre

The Resource Centre is open for student use every day before school at 8.30 a.m.

Parents are also welcome to accompany their children at this time and read a book before prep begins at 9:00a.m. Prep students are also able to access the Resource Centre during the first lunch break.



We look forward to welcoming you and your child to the Woollooin State School Community.



