

ST JOHN PAUL II CATHOLIC PRIMARY SCHOOL



PRE-KINDY INFORMATION 2024



In Harmony with our God, St John Paul II Catholic Primary School community is centred on Jesus Christ and shaped by the spiritual gifts of unity, compassion and forgiveness.

6 Kurrajong Boulevard, Banksia Grove WA 6031
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sjpiicps.wa.edu.au



WELCOME



Dear Parents

We would like to extend a very warm welcome to all of the children and their families commencing at St John Paul II CPS Pre-Kindy 2024.

We look forward to working together with your family as a team to provide the best learning environment for your child. We aim to create a safe and secure play-based environment where your child can discover and explore in a developmentally appropriate way.

The following information is intended as a guide to the St John Paul II CPS 3-year old Pre-Kindy Program. If you have any further queries, please do not hesitate to contact me.

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

Miss Lisa Carbone



SCHOOL INFORMATION

Address: 6 Kurrajong Blvd
Banksia Grove WA 6031
Phone: (08) 9303 7101
Email: admin@sjpiicps.wa.edu.au
Website: www.sjpiicps.wa.edu.au
Principal: Mr Martin Tucker
Assistant Principal: Mr Nic Bigwood

PRE-KINDY STAFF

Classroom Teacher: Miss Lisa Carbone
Email: lisa.carbone@cewa.edu.au
Education Assistant: Paris Sharp

TERM DATES

TERM 3

Monday 15th July – Friday 20th September

TERM 4

Monday 7th October – Friday 6th December

Please note, if there are any changes, this will be in our school newsletter and website.



PRE-KINDY

Tuesdays

(Semester 2, Terms 3 & 4)

SESSION TIMES

8:45am to 2:45pm

THE PRE-KINDY DAY

- | | |
|---------|-------------------------------------|
| 8:45am | Children arrive |
| | Outdoor play |
| | Mat session / learning provocations |
| 10:00am | Morning tea |
| | Activities + provocations |
| | Library |
| 12:00pm | Lunch |
| | Rest – quiet activities |
| | Outdoor play |
| | Story |
| 2:45pm | Home time |





ENROLMENT DETAILS

Fees:

Fees for the 3-Year-Old Kindy Education Program will be \$35 per session. Parents will be invoiced prior to each term and the term fees are payable within 7 days of the invoice.

Mid Term Enrolment:

A family enrolling a child mid-term will be charged for the number of weeks remaining in the term.

Reimbursement of fees:

In the event of a family withdrawing a child from the school mid-term, there will be no reimbursement of fees paid for that term.

Contact information:

Please make sure that the school office has current details, such as address, telephone number, emergency contact numbers and any relevant medical information. Please notify the school office of any change to any of the information. Enrolment details must be kept up to date.



ATTENDANCE:

The Pre-Kindy program is non-compulsory. If your child misses a class due to illness, a refund cannot be given for the session.

If your child is going to be absent or will be arriving late, please contact the school office to advise by:

Email: admin@sjpiicps.wa.edu.au

Telephone: (08) 9303 7101

SMS: 0481 883 524 (please include your child's name in the sms)

Website: Absentee Form

OUR PHILOSOPHY FOR THE PRE-KINDY PROGRAM:

The program emphasis is developmental and provides children an opportunity to learn through play-based activities.

The National Early Years Learning Framework forms the foundation of the Outcomes and Aims of our Pre-Kindy Program. In accordance with this Framework our practices and program will promote the following 5 Key Learning Outcomes:

- Children have a strong sense of identity.
- Children are connected with and contribute to their world.
- Children have a strong sense of wellbeing.
- Children are confident and involved learners.
- Children are effective communicators.



In our Early Years we believe that every child is a unique creation of God with individual talents, abilities and potential.

We strive to create a supportive environment that fosters growth and self-discovery, and nurtures the spiritual, emotional, and physical development of each child. We believe that every child should be valued for who they are, regardless of their background, race, religion, or culture.

We understand that every child has unique developmental needs, strengths and abilities that guides our practice. We offer a stimulating program that is based on research and best practices in early childhood education. Our curriculum includes a range of activities that promote cognitive, social, emotional, and physical development.

We believe that the relationships children form with their peers and caregivers play a critical role in their development. We recognise parents as the first educators, and we strive to work in partnership with them. Our Pre-Kindy Program encourages children to work together, share their ideas, and learn from one another.

Our program is designed to help children develop the skills they need to be independent, responsible, and resilient. We encourage children to take responsibility for their actions, make their own choices and solve problems independently.

We believe that every child should be encouraged to express themselves, share



their thoughts and feelings and listen to others. We provide opportunities for children to develop their communication skills through group discussions, storytelling, role-playing, and other activities.

PRE-KINDY DAILY REQUIREMENTS

1. **BAG**: A bag big enough to carry paintings, drawings and constructions.
2. **A HAT**: Please note that the school has a 'No Hat, No Play in the Sun' policy. We collect all the hats in a basket on the first day and keep them at school for the term. Please ensure that your child's hat is labelled.
Please ensure that you put sunscreen on your child every morning to promote sun-safe behaviour. The classroom has a supply of sunscreen kept at the door if your need some.
3. **DRINK BOTTLE**: A drink bottle that is clearly labelled containing water, so your child may help themselves to a drink throughout the day.
4. **MORNING TEA & LUNCH**: Please pack your child's morning tea and lunch in a labelled lunch box. They may be packed separately or together.
We encourage healthy eating choices to maintain optimal learning. Fruit and vegetables and a small snack e.g. cheese or crackers are strongly encouraged as a morning snack. Please pack food that your child would normally eat for lunch at home. We encourage the children to eat all their sandwich or savoury food before eating other foods. Any uneaten food will be sent home so you can gauge how much was eaten and was liked and disliked.
Please be aware that there may be children that are allergic to nut products. Please avoid sending any foods that contain nuts or traces of nuts.



5. **SPARE CLOTHES:** A change of clothing (suited to the season) should be kept in a labelled plastic bag in your child's school bag to allow us to quickly attend to accidents or spills. Please label all items of clothing.
6. **SMALL CUSHION:** Each child will need to bring a labelled small cushion for rest time. They will be stored at school and sent home for washing at the end of term. At rest time, the children will lie on a small mat and listen to stories or music.
7. **LIBRARY BAG:** The children will be visiting the school library and will have the opportunity to borrow a book for the week. Please supply a library bag to keep the books safe.

MORNING ROUTINE

The sessions commence at 8:45am and all children will be welcomed at the door. Before the commencement of sessions, please assist your child in placing their bag in the allocated shelf located outside the classroom.

Once you have put away your child's bag, please assist your child to:

- Put their labelled drink bottle on the bottle trolley
- Encourage your child to go to the toilet

It is very important that each child feels happy and comfortable in the Pre-Kindy environment. Please feel free to stay with your child as long as he or she needs you. The Pre-Kindy staff will work closely with parents / caregivers to ensure that your child is given the best chance to settle at their own pace. If you have any questions or queries please do not hesitate to ask the Pre-Kindy teacher.



IMPORTANT INFORMATION

DROP OFF AND PICK UP PROCEDURES

Parents and children are asked to wait outside the class when arriving in the morning. The doors will be opened at the session times indicated. Parents must remain with their child until they are admitted by the teacher.

It is important to arrive on time and to collect on time, as this will help your child to feel secure.

At the conclusion of our day, please collect your child from the classroom. We will not release any child to another adult without prior arrangement. If you have arranged for your child to be collected by another family member or friend, please advise us via email – admin@sjpicps.wa.edu.au. We realise that unforeseen circumstances may arise at times, therefore, if you are unable to collect your child or are running late, please phone the school office to advise.

If you need to collect your child early, please sign your child out at the school office prior to collecting your child.

ALLERGIES

Please let us know of any allergies or medical problems so that an Action Plan for your child may be put into place if necessary.

ART & CRAFT

Artwork is an important part of our program. Not only is art important for free expression, manipulation and creativity but socially, it develops cooperation with others and appreciation of other children.



From time to time a variety of recycled materials such as greeting cards and fabric scraps will be requested for use in the program. Please check with the Pre-Kindy teacher for ideas on what to collect.

BIRTHDAYS

Children are made to feel special on their day, but parents are advised that cakes and lollies are not permitted at St John Paul II Pre-Kindy.

CLOTHING

Children need to wear comfortable play clothes and enclosed shoes that can get messy and that are easy to manage for quick dashes to the toilet. Many of our activities are messy and the children often get dirty or wet. Spare clothes are essential. Please ensure your child's shoulders are covered, no singlets please.

COMMUNICATION

We consider communication between home and school to be very important. Our first concern is the happiness of your child. Should anything happen at home to upset your child in any way, we would appreciate it if you could let us know.

We will keep you informed about the Pre-Kindy Program through Seesaw, notes and a parent notice board. One of our main forms of communication is an App called Seesaw. Each family will be invited by the teacher through email to join the Seesaw group as your child begins the program. The teacher will send notes, work, photos and other information regarding the program through this medium, so please ensure you check the App regularly. The school newsletter is available Thursday fortnightly, school website www.sjpiicps.wa.edu.au and a link sent through email.



COMMUNICABLE & CONTAGIOUS DISEASES

Please advise us if your child contracts measles, mumps, chicken pox, glandular fever, German measles, conjunctivitis, ringworm, head lice or other notifiable diseases. General health information can be obtained from Health Information on 1300 135 030 or your local doctor.

HEAD LICE

Outbreaks of head lice may occur in classes throughout the year. We seek your cooperation in checking your child's hair as the Health Department requires schools to send children home if they have lice or eggs in their hair. All eggs need to be removed before your child returns to school. If your child's hair is below shoulder length, please ensure it is tied back for Pre-Kindy.

HEALTH AND WELL-BEING

Please inform us of any condition that may affect your child's well-being and equally of any circumstances that might affect his or her behaviour on a particular day. This helps us to cater for the needs of your child. Please do not send your child to school if he / she is unwell.

Should your child be unwell or involved in an accident, you will be notified. For this reason, it is important that telephone numbers and emergency contacts are kept up to date at all times.



MEDICATION

If your child requires regular medication during school hours, you will need to complete a form at the office, prior to medicine being administered. An action plan is required if there is ongoing medical intervention.

PERSONAL BELONGINGS

The children are asked not to bring toys or personal belongings to Pre-Kindy as items lost or broken often cause the children undue stress.

SETTLING IN

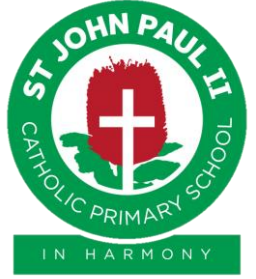
One of the first things your child needs to learn is how to be away from his / her parents or caregivers. Children love coming to Pre-Kindy, however, there may be an initial period of adjustment at the start and this will be different for every child. It is important that each child feels happy and comfortable in the environment. The staff will work closely with parents or caregivers to ensure that your child is given the best chance to settle in at their own pace.

Please feel free to stay if it is for the good of your child, otherwise be calm, confident and reassure your child. Direct him / her to an activity or a staff member, say goodbye and then promptly leave. If your child remains distressed after a short while, we will contact you and an alternative longer-term plan will be implemented.

TOILETING

It is preferable that children would be toilet trained before attending the Pre-Kindy Program, however, if a child has an accident, the child will be respectfully cleaned and changed. The clothing will be sent home in a bag at the end of the day.

Notes:





Notes:



We would like to welcome you and your child to our school!



***Please keep this booklet as a handy reference
for all of your questions about Pre-Kindy at
St John Paul II Catholic Primary School.***