



# St Benedict's Primary School

*Narrabundah*

## *Kindergarten* Information Book 2017



*Nurturing personal and academic growth...*

*...a journey from Kindergarten to Year 6.*





# KINDERGARTEN 2017

## Contents

|  |    |
|--|----|
| Welcome .....  | 4  |
| Important Dates and Times .....                          | 5  |
| Our School Year.....                                     | 5  |
| Our School Day.....                                      | 5  |
| The First Two Weeks .....                                | 5  |
| First Day of School.....                                 | 5  |
| First Week Requirements.....                             | 6  |
| Food .....   | 6  |
| Canteen .....  | 7  |
| Health and Medical Information.....                      | 7  |
| Sick children .....                                      | 7  |
| Medical information .....                                | 7  |
| Medication .....   | 7  |
| Head Lice.....   | 8  |
| School Uniform .....                                     | 8  |
| Summer Uniform.....                                      | 8  |
| Winter Uniform.....                                      | 8  |
| Sports Uniform.....                                      | 9  |
| Clothing Pool.....                                       | 9  |
| Jewellery .....  | 9  |
| Hair Ribbons/Headbands .....                             | 9  |
| Sunsmart Policy.....                                     | 10 |
| Literacy and Numeracy Preparation for Kindergarten ..... | 10 |
| Talking, Talking, Talking! .....                         | 10 |
| Enjoying Reading.....                                    | 10 |
| Handwriting.....   | 11 |
| Mathematics .....  | 11 |
| Communication.....                                       | 12 |
| Newsletter.....  | 12 |
| Skoolbag.....  | 13 |
| Absences/Arrival and Pick Up during the School Day.....  | 13 |
| Ongoing classroom supplies .....                         | 13 |
| Other information.....                                   | 13 |
| Parent Assistance .....                                  | 13 |

## Welcome

Welcome to the community of St Benedict's Primary School. Thank you for choosing to partner with our school at the beginning of this important journey for your child.

Every child who becomes a student at St Benedict's is recognised as a unique individual from a unique family. We look forward to learning more about your child and family and growing together.

All are welcome at St Benedict's. We welcome diversity. It is viewed as a rich opportunity to develop respectful, wise and well-rounded individuals and we look forward to your contribution to our school community.

As a Catholic school we are founded in the values of the Gospel of Jesus Christ, who above all else calls us to love God, love others and love ourselves. Therefore, in the words of St Benedict 'All guests who enter shall be welcomed as Christ'. We treat others as though we are speaking to Jesus himself; with respect, love and humility.

Our school shares a clear vision for all students as they journey along the pathway from Kindergarten to Year Six. It is our vision for students that at the end of Year 6 our boys and girls will be:

- ✓ articulate and expressive with their faith;
- ✓ independent in their work habits;
- ✓ creative in their thinking;
- ✓ resilient and respectful in their relationships;
- ✓ confident in their sense of self;
- ✓ effective collaborators;
- ✓ skilled communicators; and
- ✓ responsible stewards of their immediate world.

Please become familiar with everything you find in this Kindergarten Information Pack. Please remember that as you prepare your child to begin Kindergarten in 2017 we are only a phone call away and more than happy to answer any questions and help make the transition as smooth as possible.

We look forward to meeting all of your children together at the Kindergarten Orientation Days.



Matthew Garton  
*Principal*



## Important Dates and Times

### Our School Year

|                   |            |   |              |
|-------------------|------------|---|--------------|
| <b>Term One</b>   | 30 January | - | 7 April      |
| <b>Term Two</b>   | 24 April   | - | 30 June      |
| <b>Term Three</b> | 17 July    | - | 22 September |
| <b>Term Four</b>  | 10 October | - | 15 December  |

During the school holiday period the Front Office is not open.

### Our School Day

|                            |                            |
|----------------------------|----------------------------|
| <b>Morning supervision</b> | from 8.30am                |
| <b>School begins</b>       | 9.00am                     |
| <b>Fruit snack</b>         | Between 9.00am and 10.00am |
| <b>Recess</b>              | 11.00am to 11.30am         |
| <b>Lunch</b>               | 1.30pm to 2.10pm           |
| <b>School concludes</b>    | 3.10pm                     |

**FIRST DAY FOR KINDERGARTEN IN 2017 IS  
MONDAY, 30 JANUARY**

### The First Two Weeks

It's a tiring time for Kindergarten children in the first two weeks. We design it to build their stamina to last five consecutive long days. To build up to this the Kindergarten students will attend school for four full days during Weeks One and Two of Term One. **Each Wednesday of Week One and Two will be a rest day.** Wednesday will be used for assessments of each Kindergarten. These are organised by appointments made at the Orientation Days. The timetable for the first two weeks of school is:

|           |                            |
|-----------|----------------------------|
| Monday    | 9.00am to 3.10pm           |
| Tuesday   | 9.00am to 3.10pm           |
| Wednesday | Assessment Day – No school |
| Thursday  | 9.00am to 3.10pm           |
| Friday    | 9.00am to 3.10pm           |

### First Day of School

On January 30<sup>th</sup>, please assemble with your child in the courtyard with the large spire by 8.55am. The children will then move into the classroom. We know you'll be bright, cheerful and matter of fact about leaving your child at school. This will help them feel confident and comfortable.

A morning tea will be arranged from 9.00am in the Library for all new parents. Please come as it enables you to meet other parents and it does help with any normal anxiety.

Parents collect their children at 3.10pm from the designated Kindergarten tree in the seating area. Children are asked to stay by their parents after school rather than play on the play equipment or go into the carpark on their own. Children will always be collected from under these trees.

## First Week Requirements

At the start of the year please make sure that your child starts with:

- A **school hat**
- A spare pair of **underpants** and **socks** in their school bag for emergencies
- A **reading folder**, supplied by the school
- A large box of **tissues**
- A painting **smock**
- A **library bag**
- A labelled take away food container of **playdough** (recipe included in this pack)

Most class stationary requirements will be provided by the school. The Administration/Resource Levy paid on acceptance of enrolment is used to cover the cost of administration and resource requirements throughout the year. We occasionally ask parents to replace classroom items later in the year if required.

## Food

A good healthy breakfast will help your child cope with the demands of the school day.



Please pack a fruit snack, morning tea and lunch separately and ensure your child knows which is which. Labelling is essential and saves your child and their teacher any confusion. Please have names on all parts of the lunch box and drink bottles and an identifiable mark, as several children may have the same type of lunch box or drink container. It also helps to

have an identifying mark on the school bag, such as a ribbon or key ring as the school bags look the same.

When packing your child's food please remember that just because they are at school their appetite does not automatically increase. It is very easy to over pack your child's lunch box. For some children two or three slices of fruit are sufficient for a fruit snack and recess, rather than a full apple.



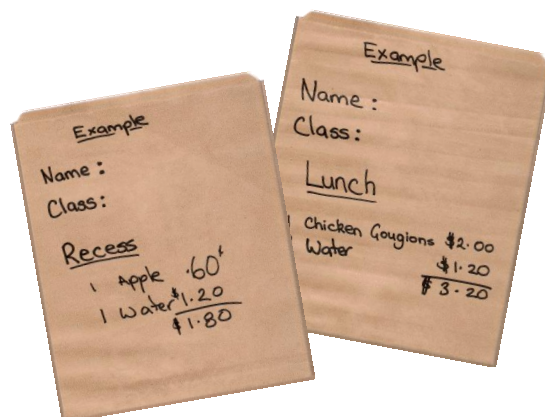
For fruit snack each morning, children need to have fruit already sliced in a container, as full pieces of fruit are too difficult for children to eat (bananas are fine). If you have any concerns about the amount of food your child is eating please speak to your child's teacher. Children will be given sufficient time for eating and will be supervised. Any uneaten food will be sent home so parents/carers can monitor what the children are consuming.

**Give your child some practice at using their lunch box, unwrapping glad-wrapped food, opening containers, using a drink bottle and putting straws in fruit boxes. Talk to your child about not putting opened, left over drinks back in their bags. Make sure they practise putting lids back on their drink bottles. Perhaps a few picnics at the park or in the backyard would be a good opportunity to try these skills.**

**PLEASE NOTE:** We have a number of children across the school with severe allergies. **All** students are asked to refrain from bringing nut based products to school.

## Canteen

At present the Canteen operates each Monday and Friday for over the counter sales at Recess and Lunch. Recess Orders and Lunch Orders are written on separate paper bags and placed in the Kindergarten lunch box outside the classroom first thing in the morning. **Money must be included.** Price Lists are available on the school website and sent home in hard copy at the beginning of each term. There are different Summer and Winter menus.



## Health and Medical Information

### Sick children

Healthy and well students learn effectively. Sick children are expected to rest at home with a family member or relative. If you are in any doubt, do not send an unwell child to school – in Kindergarten they typically ‘fade’ very quickly and you will be called to collect them. We also wish to reduce the risk of passing on any sickness to other students or staff.

### Medical information

Medical information is confidential but, as many hearing, sight and motor difficulties can be the cause of a child experiencing difficulties in accessing or participating fully in school, it is essential that the class teacher knows of any existing condition. Our teachers want to ensure that every child has the greatest opportunity to learn. Please arrange to discuss with the teacher and/or provide any relevant paperwork for your child’s personal file that will impact on their well-being and learning at school. It is very important that eyes and hearing are checked regularly as your child is entering an important stage in their physical and intellectual development. A health check will be offered to all Kindergarten children by the ACT Government later in the year. It is held at school and permission and information forms will go home beforehand.

### Medication

A *medical management plan* needs to be completed at the beginning of each year if your child requires regular medication or staff need to be aware of an ongoing recognised health risk for your child, e.g. asthma, epilepsy or allergies. Asthma and medication forms are included in this Kindergarten pack. If relevant, please return this form, with photo attached, to the Front Office at the beginning of Term 1.

If your child requires occasional medication during school time please ensure that you complete the *Medication Authority Form* giving full details of dosage, times, etc. and give this directly to the Office Manager for dispensing. All medications must be clearly labeled by the pharmacy.

## Head Lice

Head lice are a common yet usually avoidable experience at school. How can we minimise the risk of infestation?

- Avoid head to head contact with other children.
- Tie back long hair to help prevent the spread of head lice.
- Examine all members of the family for head lice and treat them only if necessary.
- Notify friends and the school if your child has head lice.

More information can be obtained from the ACT Health website.

If your child is believed to have head lice, you will be called to pick them up, check and treat them.

<http://www.health.act.gov.au/research-publications/fact-sheets>

## School Uniform

All children attending St Benedict's Primary School are expected to wear a school uniform. This is viewed as most important at St Benedict's. Children not in full uniform must have written notification from parents.

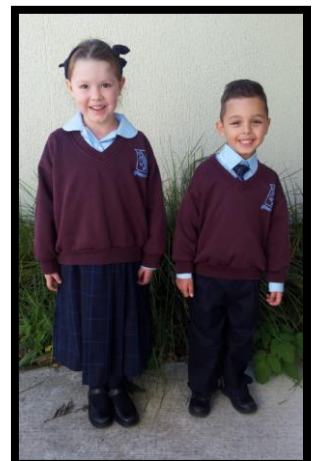
### Summer Uniform

**Girls** Catholic Primary School dress OR  
Royal blue shorts and sky blue polo shirt with school crest  
Maroon jumper with school crest  
White **ankle** length socks  
Black shoes

**Boys** Navy blue shorts  
Sky blue polo shirt with school crest  
Maroon jumper with school crest  
White ankle length socks  
Black shoes

### Winter Uniform

**Girls** Catholic Primary School winter dress with  
White ankle socks or navy tights OR  
Navy slacks with navy/black socks  
Sky blue long sleeve blouse – peter pan collar – no tie  
Maroon jumper with school crest  
Black shoes  
Navy blue full zip polar fleece jacket with St Benedict's embroidered logo





**Boys** Navy blue trousers  
Sky blue long sleeve shirt **with** school tie  
Navy/black socks  
Maroon jumper with school crest  
Black shoes  
Navy blue full zip polar fleece jacket with St Benedict's embroidered logo

All other waterproof coats, jackets, beanie's, etc need to be navy blue.

**NOTE** : Track suit pants are **not** to be worn as part of the normal uniform.

## Sports Uniform

This uniform is worn to school twice a week in place of the standard uniform. On these two days students will participate in a Physical Education or Dance lesson and this uniform allows for comfort and ease of movement. The days for this uniform may change each term and the school will notify parents of the sport days through the usual communication methods.

**Girls** Navy Blue Shorts (embroidered with St Benedict's)  
Navy Blue and Gold Polo Shirt with school crest  
White **ankle** length socks  
White Sneakers or Joggers  
Navy Blue School Tracksuit with school crest

**Boys** Navy Blue Shorts (embroidered with St Benedict's)  
Navy Blue and Gold Polo Shirt with school crest  
White **ankle** length socks  
White Sneakers or Joggers  
Navy Blue School Tracksuit with school crest



New uniform items are available for purchase at Savvy School Supplies, Tuggeranong (6293 9529) and Queanbeyan (6162 3070)

**Please mark all uniform items clearly to ensure they are returned should they find their way to our Lost Property box.**

## Clothing Pool

There is a limited range of new and second hand clothing available for purchase. Order forms for new items are sent home Week 5 of each term for parents wishing to order these through the school. New items can be purchased anytime at Savvy's.

## Jewellery

In the interest of safety, the wearing of jewellery (with the exception of watches and simple ear studs and sleepers) is **not permitted**.

## Hair Ribbons/Headbands

Long hair is to be tied back with school colour ribbons/bands, etc. This would be maroon for the standard uniform, and navy blue for the sport uniform.

## Sunsmart Policy

Our school is currently registered as a Sunsmart School. We enthusiastically pursue sunsafe practices. In keeping with current recommendations with regard to the prevention of skin cancer, the wearing of hats **is compulsory** for all children when participating in any outdoor play or activity. The use of sunscreen is also encouraged and sunscreen is provided in the classroom for those unable to bring some from home. Children are to wear the school navy blue bucket hat. This is **compulsory from August to the end of May**. Students without a hat must play in the undercover assembly space. Spare hats are not provided by the Front Office. All hats in lost property are returned to their owners when labelled clearly.

The *Cancer Council ACT* does not recommend sun protection in Canberra during June and July as roughly 2-3 hours a week of sun exposure is required to produce sufficient Vitamin D levels for most people. As a consequence, the wearing of hats is optional during June and July.

## Literacy and Numeracy Preparation for Kindergarten

### Talking, Talking, Talking!

Talking is the foundation to learning literacy. It is the context in which they learn vocabulary, sentence structure, grammar, etc. As they talk and interact with others they receive modelling and gentle correction in their use of language. The talking you do with them is invaluable to their learning to read and write. We encourage you to talk to your child, answer his/her questions, and explain things of interest. If you speak another language at home please do all these things in the language you would typically use.

### Enjoying Reading

Much of the foundation for success in reading is laid at home before your child comes to school. The following suggestions will help them along the journey to being successful and engaged readers:

- Read stories to your child on a regular basis.
- Share the book by discussing the pictures.
- Read old favourites again and again and again!!!
- Sing or recite nursery rhymes, little poems, finger plays.
- Allow the child to handle the books, to point and tell the story in his/her own words. Memorising a book is a perfectly natural early reading behaviour.
- Let your child see you reading – anything, anytime, anywhere.



Included in this pack is a handout outlining other useful tips for learning to read. It includes a glossary of 'teacher talk' around reading and explains the meaning of some of the words teacher frequently use when talking about learning to read.

## Handwriting

Included in this pack is a sample of Foundation Handwriting which shows the most efficient formation of lower case letters. Developing the correct pencil grip is also very important. Encourage your children to hold pencils, crayons etc. correctly at **all** times. An incorrect grip is difficult to correct and can cause hand fatigue and develop reluctant writing. Larger, triangular pencils are useful for developing this grip early.



This is the grip we aim for by the age of 7. It is natural for children to go through different stages of pencil grip as they develop in their fine motor control. Where possible, encourage your child to use this grip.

*Does my child need to be able to write their name before they get to school?*

You child will write their name when they are ready to. They will have a lot of practice at school when they have to write it on their work. Don't worry if they can't do it all yet. It won't take them long. We do encourage you to practise it with them before school starts to help make it easier.

## Mathematics

Mathematics involves a great deal of problem solving based on experiences and logical relationships; numbers and counting are only a part of the curriculum in the early years.

You can help your child gain many valuable experiences in mathematical concepts by:

- Using words which explain relationships - near, away, bigger/smaller, soon, after, etc.
- Encouraging your child to find out - try the “I wonder ...” “What if ...” or “What do you think ...” approach, e.g. “I wonder how long it might take to walk to the shop?”, “I wonder how far it is from here to the letterbox?” “I wonder how many cups we can fill from this container of drink?”
- Giving your child jobs which require mathematical decision making – eg. setting the table, putting socks in pairs, sorting objects, lining up books or toys on a shelf.
- Allowing them to help with the cooking, especially measuring out ingredients.

Many play activities are preparation for maths - eg construction, playdough, puzzles, jigsaws, cutting and pasting, building. Talking through these activities is valuable.

In this pack are a few handouts to assist with ideas on some simpler mathematical concepts covered in Kindergarten. Read them at your leisure to help you know how to help your child develop mathematical thinking in everyday contexts.

## Communication

We understand that your child is precious to you and we do everything we can to make his/her time at school affirming, enjoyable and successful. Working together and good communication helps us meet these goals.

If at any time you have a concern about your child’s schooling, please talk to the teacher. They are your first point of contact. If in doubt then please see the Assistant Principal or Principal. You only need to ring, email or send a note to make an appointment and we will be pleased to help.

To facilitate communication we must have your current home and work number at all times as well as your preferred email address. It can be worrying for a child to be feeling very unwell at school and have to wait a very long time to be collected. Please ensure that if your child ever needs to be picked up by a carer other than yourself that we know who that person is and where to contact them.

Sometimes you will be asked to sign permission notes for your child to participate in various school activities. All permission notes for excursions etc. go to the Class Teacher to be marked off against your child.

## Newsletter

The School Newsletter is uploaded to the school website: [www.stbenedicts.act.edu.au](http://www.stbenedicts.act.edu.au) each Wednesday. A printed copy of the Newsletter is also available at the Front Office. We urge you to read it carefully. At the beginning of the school year you will be asked to provide a preferred email address should you wish to receive an email each Wednesday, prompting you when the Newsletter has been uploaded and is available.

## Skoolbag

We use the Skoolbag app that is available for iPhone and Android users. This is a valuable tool for receiving alerts and notices as well. It is free to download from Apple App Store or Google Play.

## Absences/Arrival and Pick Up during the School Day

It is important that as far as possible, children are regularly on time for school and do not regularly leave early or during the day as this disrupts their learning. Please try and schedule appointments etc. outside of school where this is an option.

If your child is late for school he/she is to be signed in by the adult delivering them at the Front Office. They then take a Late Arrival Pass to the classroom teacher.

Should you wish to collect your child within school hours, please send a note/email to the classroom teacher prior to the collection time and sign your child out at the Front Office when you collect them. Your child will not be released to anyone else without your written permission.

**N.B. ANY ABSENCES FROM SCHOOL REQUIRE NOTIFICATION IN WRITING – this is a legal requirement for schools.** This can be via email or in writing on return of your child to school. The class roll needs to accurately reflect attendance as it is a legal document. Additionally, we really appreciate a telephone call if your child is away from school for an extended time.

## Ongoing classroom supplies

We provide your child with their classroom stationary and art supplies, e.g. paint. There are some consumable products we use regularly as well. Throughout the year please feel free to send in large and small shoe boxes, buttons, plastic containers, ice-cream containers, egg cartons, lids, magazines, plastic bags, in fact anything you think we could use!

## Other information

At the beginning of the year you will receive information specific to Kindergarten about  
Library Borrowing Days  
Banking Day  
Sports Uniform Days

## Parent Assistance

Parent assistance is welcome and valuable to ensure programs run effectively within the school. We know children's perceptions of their parents' interest in school impacts on the value they themselves place on the school experience. Please be ready to let your child's teacher know early next year if you are able to assist.

Some of the areas of involvement can be:

- Classroom reading and writing
- Perceptual Motor Program
- Covering books
- Art/Craft assistance
- Canteen, major sporting events during the year
- Community events (e.g. school fete)
- Parents and Friends Committee
- School Board

All people working with our students are required to have registered for *Working With Vulnerable People* and hold a current WWVP card. WWVP Applications for Registration as a volunteer is free and available online through the Office of Regulatory Services ([www.ors.act.gov.au](http://www.ors.act.gov.au)). When you have received your WWVP card please bring it to the Front Office so that we can copy it for our records.

We thoroughly look forward to your child's first day of school, getting to know them and learning how we can best help them grow. We also look forward to working in partnership with you and your family.

**Welcome to St Benedict's Primary School**

# **St Benedict's Primary School**

## *Mission Statement:*

Inspired by Christ and guided by His teachings,  
the community of St Benedict's  
journeys together to provide  
a caring, friendly, learning environment  
that nurtures the development of each child  
through love, work and prayer.

## *School Motto:*

**'To Work and Pray'**