

Early Childhood Booklet 2018



Dear Parents and Caregivers,

The 2018 school year promises to be challenging and very rewarding to you as parents of children entering the early childhood program. Every effort has been made to ensure that all students receive the very best introduction to school life.

At Poynter Primary School the early childhood pedagogy and curriculum is drawn from four documents which are fundamental to decisions made about early childhood development and learning. These four documents are the Early Years Learning Framework (EYLF), the Western Australian Curriculum, the National Quality Standards (NQS) and the Kindergarten Curriculum Guidelines. We will ensure that a comprehensive program operates for Kindergarten and Pre-Primary students so that all students experience quality teaching and learning.

As educators we know that children draw on a wide range of knowledge, experiences, interest and skills that impact on the way they learn. In order to meet this diversity, curriculum decisions at Poynter Primary School are based on the following components: differentiation and inclusion; the learning environment; balanced content; contexts and strategies for learning; child participation; relationships; and extension, engagement and enjoyment of learning.

It is also important to mention that all early childhood educators have a repertoire of pedagogical practices to extend and enrich children's learning. Two of the most common practices are learning through play and intentional teaching. Play provides opportunities for children to learn as they discover, experiment, theorise, predict and problem solve. Play can motivate and enhance your child's desire to know and to learn. Intentional teaching is purposeful, deliberate and thoughtful. It promotes children's learning through worthwhile and challenging experiences and interactions that foster high-level thinking skills. Both of these practices are planned opportunities to teach, document and monitor children's learning and are used widely within the early childhood context.

The Kindergarten and Pre-Primary year of school is very special. This is a time for children to learn that school is a fun and safe place to be. It is also a great time for parents and caregivers to meet each other and become part of the school community. The early childhood staff look forward to working closely with you and your children.

I look forward to developing strong partnerships with parents and students and welcome you to the Poynter Primary School community.

Keyla Jeffers
Principal

Poynter Primary School

CONTACT DETAILS

Address: 39 Poynter Drive, Duncraig 6023
Office Phone: 9448 4036
Email: poynter.ps@education.wa.edu.au
APP: The Smart Link - POYNTER PS



Website: www.poynterps.wa.edu.au
School SMS: 0437 311 381

Principal: Mrs Keyla Jeffers
Deputy Principals: Ms Lynne Cross
Mr Rick Joyce
Manager Corporate Services: Mrs Gail Taylor
School Officers: Mrs Dagmar Allen
Mrs Lorraine Edwards

ECE Teaching Staff:

Mrs Sharon Menzies Sharon.Menzies@education.wa.edu.au
Mrs Val New Valerie.Tan@education.wa.edu.au
Mrs Christiana Nicholson Christiana.Nicholson@education.wa.edu.au
Mrs Maureen Platt Maureen.Platt@education.wa.edu.au
Miss Kate Webster Kathryn.Webster@education.wa.edu.au
Ms Melanie Wyatt Melanie.Wyatt@education.wa.edu.au

Education Assistants:

Mrs Julie Fletcher
Mrs Tracy Hunt
Mrs Alison Lewis
Mrs Deb Scholte
Mrs Sharon Spencer



SESSION TIMES

Kindergarten Hours

School Term commences Wednesday 31 January 2018.

Please note: K1 & K3 will attend for the Wednesday only Week 1 of Term 1.

Kindergarten 1 & 3 (5 day fortnight)

Week 1 Monday, Tuesday, Wednesday, 8.50am – 3.00pm

Week 2 Monday, Tuesday 8.50am – 3.00pm

Kindergarten 2 & 4 (5 day fortnight)

Week 1 Thursday, Friday 8.50am – 3.00pm

Week 2 Wednesday, Thursday, Friday 8.50am – 3.00pm

Pre Primary Hours

Regular sessions will operate from the beginning of Term 1.

If your child requires an alternative attendance program, this can be negotiated with the classroom teacher for a short period of time.

Monday – Friday 8.50am – 3.00pm

- **Doors will be open at 8.40am.**
- **Please note that classes commence at 8.50am.**
- **All students need to be at school by this time.**
- **Any child coming after this time needs to go through the Administration Office for a late pass.**



YOUR CHILD'S FIRST DAY

Please bring your child into the centre and greet the staff. After staff have shown your child where to put their bags and fruit, please take your child for a walk around the centre and show them the toilets. Settle your child at an activity. Parents are strongly encouraged to stay for the puzzle/activity session at the commencement of each day. Once the puzzle/activity session ends (to avoid anxiety), reassure your child that you will return to collect them at the end of the session. It is important that you are punctual when dropping off and collecting children to avoid them feeling (any) unnecessary distress.

If you are running late at the end of the day, please inform or **phone** the Kindy/Pre-Primary so that your child does not worry or become upset.

Please be aware that it is a legal requirement to notify staff if someone other than custodial parents/caregivers will be collecting your child. A Parent Communication Book can be found at the door to record variations in pick up arrangements.

Remember:

- A quick 'kiss and goodbye' is much kinder to you and your child than a prolonged farewell.
- It will also be easier for both of you if you don't look back when you leave. (The 'look-back' can crumble even the toughest resolve.)
- Please call us if you are at all concerned about your child when you get home.
- If your child does not settle at school we will phone you.



WHAT YOUR CHILD NEEDS TO BRING

1. A **large** backpack (Poynter Primary School backpack preferred) that can hold work and other items to be taken home.
2. A piece of fruit, vegetable or healthy food to share with the other children at morning fruit time.
3. A healthy lunch (i.e. a sandwich, piece of fruit and small treat). As we are an 'Allergy Aware' school, **NO NUTS or MUESLI BARS PLEASE.**

The children will be asked to eat the main part of their lunch (sandwich) first before eating their healthy treats. Consider packing only enough food that your child usually eats. Any food that is not eaten will be sent home so that you can see how much food has been eaten each day.

4. A reading bag (this can be purchased from our Uniform Shop).
5. As accidents happen and some activities can be messy, **provide a change of clothes and underwear every day.**
6. We have a 'No Hat No Play' SunSmart Policy. Students should wear the wide brimmed school hat.
7. A large drink bottle with a pull-up or easy opening lid.
8. Suitable footwear for climbing, etc that is easily taken off/on by child - preferably with velcro tabs not laces. **NO THONGS OR CROCS.**

PLEASE LABEL ALL YOUR CHILD'S PERSONAL ITEMS including hats, underwear, lunchboxes, drink bottles and clothing.

UNIFORM SHOP

Uniforms are available for purchase through the school or online. The shop is located in the P&C Room situated in Jarrah Block next to Room 5. The Uniform Shop is manned by volunteers and is currently open every Friday from 2.45-3.15pm.

The Uniform Shop will be open on **Monday 29 January** for those parents who still require uniforms. We encourage parents to order via Our Online Canteen (OOC) before the end of term this year so that Monday is not too busy. More information will be provided at the Orientation.

PARENTS AS PARTNERS

Communication Between Home & Early Childhood Centre

Notes from your child's teacher regarding the Early Childhood program, such as incursions, excursions and topics of interest, are sent home on a regular basis. Please check your emails and your child's bag regularly.

School newsletters are sent out on a fortnightly basis. Parents receive a link via email to our website or it can be accessed through our School App.

Early in Term 1 you will be invited to a Parent Information Session hosted by the classroom teacher. Parents are strongly encouraged to attend.

The P&C will also host a 'New Families Welcome' on **Friday 9 February** from 5.00-7.00pm so please save the date. More information will be provided in the New Year.

Portfolios of Kindergarten children's work samples are sent home at the end of each term to show evidence of your child's progress and assessments. A formal report is sent home at the end of Semester 2.

Reporting Schedule for Pre-Primary

Pre-Primary students will receive a formal report at the end of Semester 1 and 2. Parent/Teacher interviews are conducted at the end of Term 1 via an online booking program.



PARENT ROSTERS

Kindergarten Parent Roster

Parents and family (grandparents, etc) are invited to attend Kindergarten for the morning through a voluntary roster system. It is preferred that alternative arrangements are made for younger siblings so your time can be spent with your child.

A parent roster can be found on the outside noticeboard. Please feel free to place your name on a date that suits you. We greatly appreciate all help. If you have any special skills, interests or ideas that might enhance the program please let staff know.

Information about what to expect when helping at Kindergarten will be given on the day.

Pre-Primary Parent Roster

We invite parents and family to attend Pre-Primary on a rostered basis. You will find a roster outside the Pre-Primary room on the noticeboard. Please feel free to place your name on a date that suits you.

INVOLVEMENT IN THE SCHOOL COMMUNITY

There are many avenues to become a part of the Poynter Primary School community. We pride ourselves on a culture of parental participation. The Parents & Citizens Association (P&C) offers a great network and welcomes the talents and ideas of all stakeholders.

They also run the Poynter Farmers' Markets on alternate Saturdays. There is a Farmers' Market calendar available from the office.

SCHOOL BANKING

School Banking is available to students every Thursday morning before school in the P&C Room in Jarrah Block.

HEALTH & IMMUNISATION

It is important that children entering school be fully immunised against infectious diseases as school brings children together in close contact. The Health Department recommends that children receive their booster immunisation before they commence school. This immunisation can now be received any time after your child is 18 months old. Please provide an updated record of your child's immunisation from the Australian Immunisation Register if it has changed since enrolment.

If you have chosen not to immunise your child we require a **'conscientious objection' form** signed by your GP.

If your child has been unwell please keep him/her at home so that they can rest and recover in a quiet, comfortable environment.

If your child requires medication whilst at school, an Administration of Medication consent form must be obtained from the Office and completed by you. ECE staff will sign this when administering the medicine to your child.

Please do not leave medicine in your child's bag.

Allergies / Anaphylaxis

Anaphylaxis is the most severe form of allergic reaction and this is potentially life threatening. This occurs after exposure to an allergen (i.e. peanuts, nut products and bee stings are most common.) Some children can suffer from anaphylaxis simply through skin contact or the smell of the allergen.



A number of students attending Poynter Primary have severe peanut allergies. As we are an 'Allergy Aware' school we request that you do not send nuts or any products that contain nuts to school, including peanut butter and muesli bars.

Department of Health – Common Infectious Diseases

CHICKEN POX* (Varicella)	Exclude for at least 5 days after vesicles (rash) appear and until vesicles have formed crusts. Note that crusts alone do not warrant exclusion.
GERMAN MEASLES* (Rubella)	Exclude for 4 days after onset of rash.
HEAD LICE	Exclude until after treatment has commenced and live lice removed.
MEASLES*	Exclude for 4 days after the onset of the rash, in consultation with Public Health staff.
MUMPS*	Exclude for 9 days after onset of symptoms, in consultation with Public Health staff.
RINGWORM	Exclude until person has received anti-fungal treatment for 24 hours.
SCHOOL SORES (Impetigo)	Exclude for 24 hours after antibiotic treatment commenced. Lesions on exposed skin surfaces should be covered with a waterproof dressing.
WHOOPING COUGH* (Pertussis)	Exclude until 5 days after an appropriate antibiotic treatment, or for 21 days from the onset of coughing.

* Notifiable Diseases

GENERAL BUSINESS

Absences

Department of Education regulations require an explanation to cover all absences and being late to class. Advice can be in writing, via email, the school App or SMS to the school on 0437 311 380 to advise of your child's absence. If your child is absent and you have not informed the school an SMS will be generated to inform you of their absence.

Holidays taken during the school term require permission from the Principal, as this is a legal requirement. When emailing Mrs Jeffers **please include your child's full name; class and year level; and dates of holidays.**

The latest research shows it is important to develop an attendance career as young as kindergarten.

Birthdays

We enjoy celebrating the children's birthdays at school. You are welcome to bring nut free treats for the children to share at fruit time – small cupcakes are great as they are easier for children to handle (*recipe included*). If you are having a party for your child, please place invitations in classmates' trays or work boxes first thing in the morning.

Personal Items

Please do not allow your child to bring their toys, jewellery or other personal items to school. This will avoid them becoming upset when things are lost or broken.

Kindy Arrangements – School Terms

Please be aware that the same Kindy Classes (K1 and K3) start in Week 1 of each term throughout the year. This may affect Day Care or Job Arrangements if the terms are longer or shorter than 10 weeks.

Laundry Roster

A laundry roster will be developed a few weeks into Term 1. Each child will take the laundry home. Thank you in anticipation of your support.

Parking

For your children's safety please observe the road signage and avoid parking on neighbouring verges/lawns on Griffell Way and Poynter Drive. Please be respectful of the rights of families living adjacent to the school. This area is regularly inspected by the Council Ranger.

Please do not park in the teachers' carparks or the Kiss & Drive.





























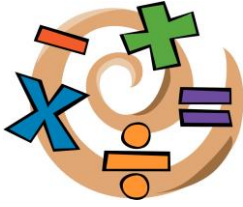
LITERACY

Helping Your Child With Reading and Writing

Reading and writing tips

- Read a range of books
- Encourage your child to join in and don't object if your child wants to hear the same stories over and over.
- Identify particular words in the books. Ask your child to find these words throughout the book.
- When reading aloud, follow the words with your finger, point to pictures and talk together about the story.
- Let your child pretend to read. Children pretend to read at this stage by making up stories using pictures and other clues. This is a great start.
- Tell stories, say or sing nursery rhymes, poems and songs. Make up actions.
- Young children can lose interest quickly. Little and often is best. A good 10 minutes reading is better than half an hour.
- Visit your local library and become involved in the programs on offer.
- If your child isn't showing interest in the book, don't push them.
- Have a message board and write a message together every day. Write events on the calendar like birthdays and special celebrations and talk about these with your child.
- Make birthday cards, thank you cards and invitations to send to friends. Provide a space on a small table to write and draw.

Alphabet Sounds	Aa 	Bb 	Cc 
Dd 	Ee 	Ff 	Gg 
Hh 	Ii 	Jj 	Kk 
Ll 	Mm 	Nn 	Oo 
Pp 	Qq 	Rr 	Ss 
Tt 	Uu 	Vv 	Ww 
Xx 	Yy 	Zz 	Victorian Modern Cursive



NUMERACY

Helping Your Child With Maths

Maths tips

- Ask your child questions to get them talking about maths from an early age. For example. How many are there? Which way is it? Is there enough for all of us? How big is it?
- Play shops with things from the kitchen, shopping bags, purses and real or play money. Make lists, signs and prices together.
- When you are out shopping, count fruit and vegetables as you put them in bags. Let your child use the shop scales to weigh fruit. Talk about coins and notes in your purse and the price of things. Let your child give the money and collect the change.
- Unpack and sort the shopping at home. Talk about the size, shape and weight of items as you put them away.
- When you are cooking, encourage your child to find the ingredients in the kitchen and help you measure them.
- Cut food for your child and talk about size, shape, colour and taste.
- Sort things by size, colour or shape, for example blocks, toys, pegs or the washing.
- Talk about position and movement eg. in front, behind.



The school emblem was designed by the inaugural Principal, Mr Tom Lay in February 1980.

It is a Mayan symbol meaning "Creation" or "Life".

The three arms indicate Growth, Knowledge and Truth.



KINDY/PP CUPCAKE RECIPE

If you would like to supply sweet party food for your child's birthday, we would appreciate it if the following can be observed:

Please **do not make big cupcakes** for Kindy/PP. The mini cupcakes can be eaten in 3 mouthfuls and there is still plenty of room for fruit for morning tea.

The following recipe is very moist and delicious (*and nut free, dairy free, egg free*)!!

1.5 cups self-raising flour
1 cup sugar
3 tbsp cocoa or custard powder (depending on flavour)
1 cup water
1 tsp vanilla essence
1 tbsp white vinegar
6 tbsp vegetable oil
0.25 teaspoon salt

Whisk all ingredients together. Place in **mini** patty pans. Cook at 180c approx. 15 mins. Cooking times will vary based on cake size.

Icing

Icing sugar and hot water to desired thickness (add cocoa for chocolate) or pipe your favourite icing on top.

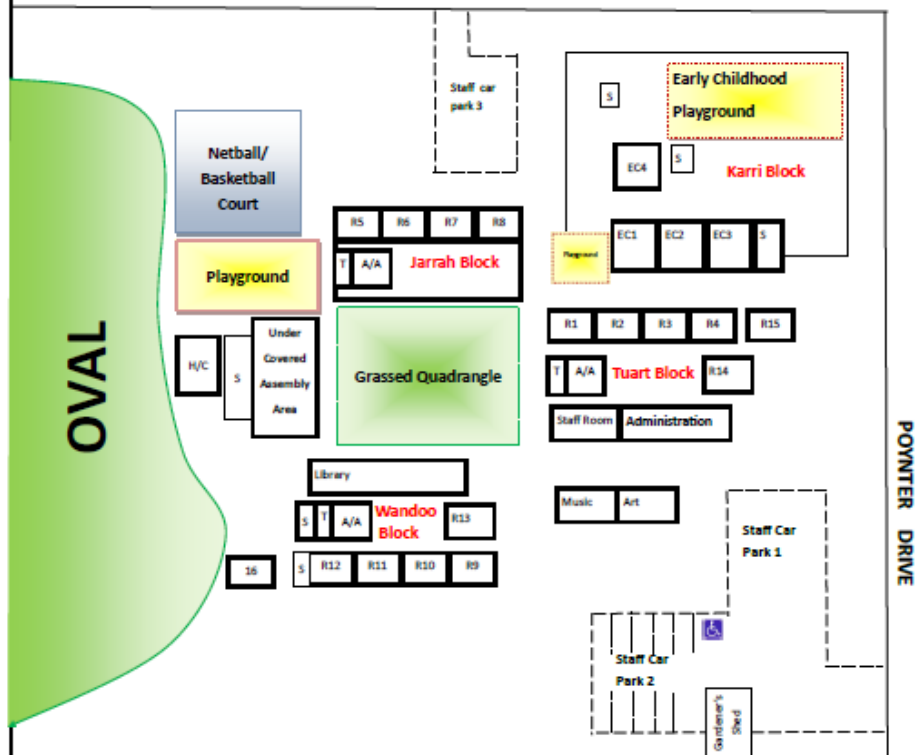
Happy baking!





MAP OF POYNTER PRIMARY SCHOOL

GRIFFELL WAY



Key

R2 Classroom

T Toilet

A/A Activity Area

EC Early Childhood

S Storeroom/Shed

