

## School Creed

This is our school  
In these rooms and on these playing  
fields  
We fit ourselves for the future  
Let us not throw away these precious  
years  
But gain from them all we can  
Let us always remember that a school is  
not a building  
But a gathering of minds and hearts  
And a place of friendly guidance and help

### *Lancelin Primary School Vision Statement*

*Lancelin Primary School will provide an inclusive learning environment that empowers individuals and develops core values so as to establish an ethic of life long learning.*



# Lancelin Primary School

## Pre-Primary Handbook



2017

# Lancelin Primary School

53 Gingin Road

Lancelin WA 6044

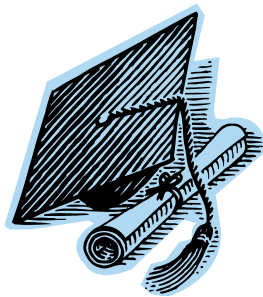
Phone: 9655 1077

Fax: 9655 1683

Principal: Mrs Melissa Guy

Deputy Principal: Mrs Jemma Temby

Registrar: Mrs Kelly Wells



## Please Notify Us If...

- Your child is ill. Keep him/her home and notify the School.
- Your child has an infectious illness or any medical condition or allergy we may need to know about.
- If you wish for anyone other than yourself to collect your child. If this is to be a regular arrangement, please inform us so that we can record it on your child's information card.
- You change your address or **telephone number** throughout the year. This is very important, especially in emergency situations. The school contact number is 9655 1077.
- There is any change in the child's normal routine, health etc. Often things such as a parent in hospital, death in the family, grandparents visiting can affect the child's behaviour.

## P&C

You are welcome to attend the Lancelin Parents and Citizens Association meetings held each term. Notification of dates and times are published in the fortnightly school newsletter. Parents are encouraged to become involved in the association as this wonderful group do many good things for our school.

## School Fees

The Pre-Primary fees are set at \$60.00 per year for 2017. This contribution makes up a large part of the Pre-Primary budget. Under sections of the Education Act 1999, schools are required to indicate to parents all fees, charges and contributions that the school may ask for during the course of a normal school year. It is also included in the main parent handbook. The amounts nominated for the activities below represents the maximum amount of money that may be asked for over the 2017 school year. Excursions/Incurtion \$80.00. Personal requirements (booklist) \$112 and In-term swimming \$50.00

It is highly unlikely that any family will incur the total costs estimated. However, it is certain that you will not pay more.

## **Bag/Books/Belongings**

All children are required to bring a large school bag to make it easy to carry their work home each day. Books and Stationery required are listed on the Pre-Primary School requirements list. This list is sent out in September/October of the previous year. Spare copies can be obtained from the office. Please label your child's belongings clearly. This includes jumpers, bags and drink bottles.

Students are issued with a blue plastic A4 envelope for communication notes and newsletters.

Pre-Primary children also visit the library each week. Please supply a large library bag for your child to transport big books safely.

## **Parent Roster**

Parents are welcome at the Pre-Primary Centre at all times. We also urge parents to take an active interest in their child's education by participating in our 'Parent Roster'.

The roster chart will be near the front door. Please place your name on the chart on a date that is convenient.

Parents are not encouraged to bring younger siblings when on roster. However, if you need to bring a younger child, you are asked to supervise the child.

There will be no roster for the first five weeks of Term 1. This is to help the children separate from their parents and settle into a new environment.

## **Scrap Materials**

We want your junk!

Items considered to be junk can be turned into amazing, creative works of art so please save your junk. Dress-up clothes including bags, hats, scarves, jewellery, shoes and ties are also needed. We especially need clothes suitable for boys.

This handbook is intended to provide you with important information regarding the Pre-Primary program and daily operation of the Early Childhood Education Centre at Lancelin Primary School. If you have any queries or concerns or suggestions for future editions, please do not hesitate to contact the school office.

## **Early Childhood Education Program**

***In 2017 there will be a combined Kindy/PP class due to the decline in number***

### **AIM**

The early years of schooling from Kindergarten to Year 2 are the platform from which every child can become a successful student. We believe that there should be a seamless continuum of quality educational provision for students between ECE year levels.

### **FOCUS**

In Pre Primary children move from a more play based program to more explicit teaching and formalised learning situations. This is designed to ensure children have every opportunity to learn through engaging activities, hands-on experiences and in environments where they are required to make decisions and stretch the boundaries of their learning.

### **PROCESSES**

- Early Childhood Education is a priority of the Department of Education and Training. Staff at Lancelin Primary School see the importance of the early childhood years as crucial to the educational development of your children.
- Pre Primary is located on the school site in our Early Childhood block.
- Where necessary, consultation with parents/caregivers and subsequent interventions by specialists (medical, speech, educational and psychological) maximise student learning and welfare.

## Term Dates

### Semester 1

Term 1 Monday 1 February - Friday 7 April

Break Saturday 8 April - Monday 24 April

Term 2 Monday 26 April - Friday 30 June

Break Saturday 3 July - Sunday 16 July

### Semester 2

Term 3 Monday 17 July - Friday 22 September

Break Saturday 23 September - Sunday 8 October

Term 4 Monday 9 October - Thursday 14 December

## School Times

Class begins 8:50am

Morning Break approximately 10:40 - 11:00am

Lunch Break approximately 1:00 - 1:40pm

Dismissed to Parents/Delivered to bus 3:00pm except Wednesday at 2:30pm (early close).

A calendar will be provided at the start of the school year.

## Ease In Program

In accordance with Department of Education instructions there will be no ease in process where children attend part time. However, if you feel your child is becoming tired and needs extra rest please see the class teacher.

## Food

As a Crunch and Sip School children are required a piece of fruit in natural form for recess and a bottle of water. A second healthy snack may be included.

We run a breakfast program for students who either do not eat breakfast at home or who eat a very early breakfast due to bus timetable. Breakfast is served at 8:30am.

Lancelin PS does not operate a full time canteen. However, on Mondays and Fridays the Student Councillors sell healthy eating pies and sausage rolls as a fundraiser. On Tuesday, Wednesday and Thursday lunches can be ordered from the canteen menu. These orders are to be placed at school and will be delivered in time for lunch. Menus will be sent out early in the school year.

## Bus Service

Pre-Primary children may use the school bus service. The same rules apply to all children. Please help your child to remember these rules:

- Children must be seated at all times.
- No eating or drinking is allowed on the bus.
- Children must speak quietly.
- Driver's instructions must be obeyed.

Notify the bus driver or school if your child will not be traveling by bus as usual. If your child does not normally travel by bus, but would like to (e.g. to visit a friend), please contact the bus driver and provide a written note.

## Clothing

Children are required to bring a change of clothes and underwear every day in case of toilet or water-play mishaps.

School uniform is not compulsory, however, we do encourage children to wear it. Uniforms help build a sense of belonging and reduces the stress of deciding what to wear. You can purchase uniform items from the Lancelin Primary School P & C Association Uniform Shop situated in the school administration block. The uniform consists of:

- Navy blue pleated skirt, shorts, track or jazz pants.
- Navy polo shirt with school emblem.
- Navy Track Top
- School hat. (New students receive their first hat free of charge)

Suitable shoes include sneakers, boots (lace-up or pull-on) and rubber soled sandals. Students are to wear shoes at all times - unless participating in an activity that requires bare feet at the discretion of the teacher

## Parent Interviews

It is helpful for the teacher to talk with parents about their Pre Primary child. We see the education of your child as a three way partnership: student-teacher-parent. Information regarding your child's development, personality, fears, interests, health issues and your expectations as a parent is very important in assisting teaching staff to know your child. We aim to make your child's transition from home to school as enjoyable and supportive as is possible. Parents will be contacted early in the year regarding parent interview times.

Assessment - Reports to parents twice a year. This will keep you informed of your child's progress.