



Highgate Primary School

Kindergarten Handbook 2021

Friendship | Respect | Success



Highgate Primary School Kindergarten

Highgate Primary School (**CAMPUS 1**):

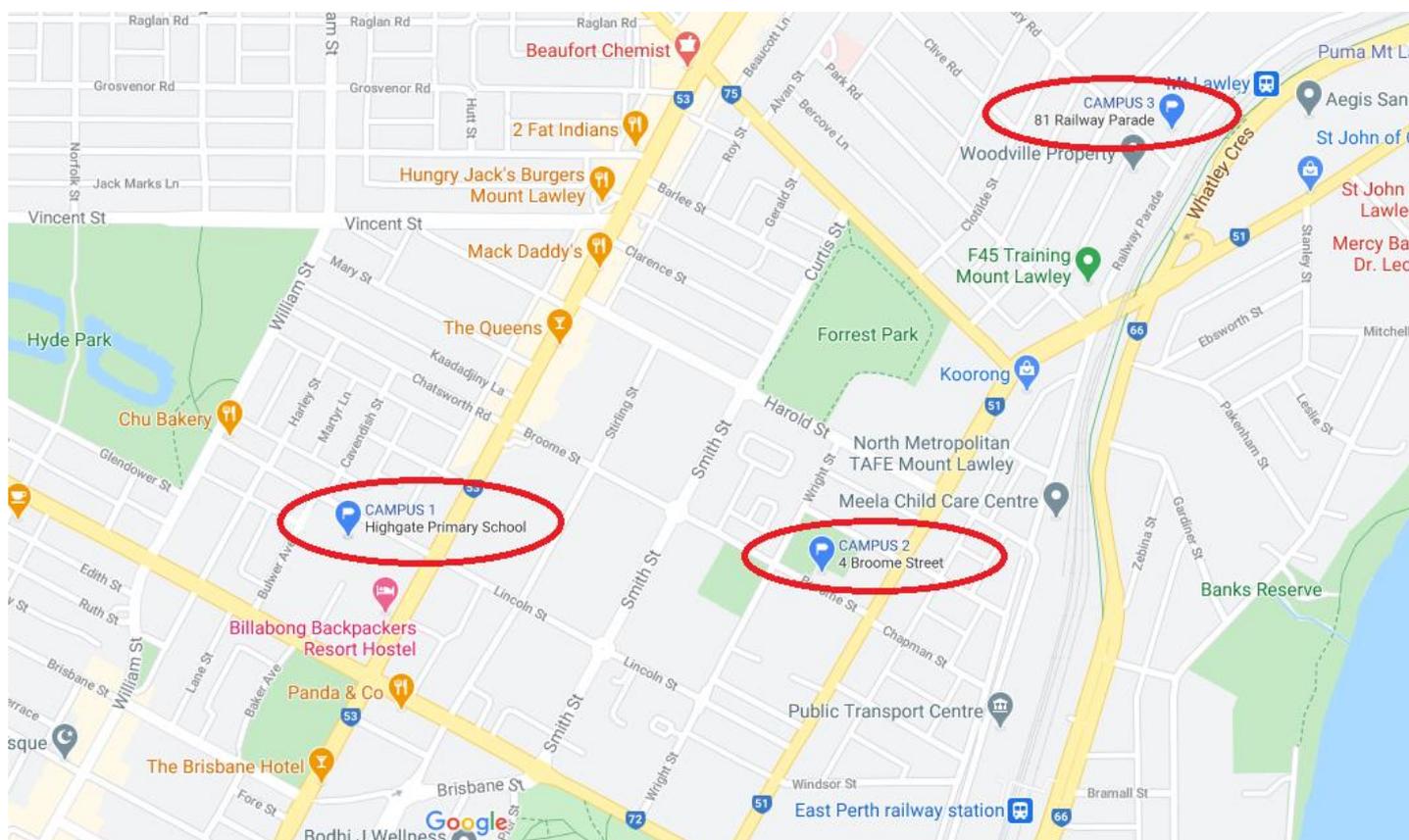
147 Lincoln Street
Highgate WA 6003
Phone: 9253 2700

Highgate Primary School Kindergarten (**CAMPUS 2**):

4 Broome Street
Highgate WA 6003
Phone: 9328 5825

Highgate Primary School Kindergarten (**CAMPUS 3**):
(*under negotiation*)

81 Railway Parade
Mount Lawley WA 6050
Phone: 9253 2700



School Website:

www.highgateps.wa.edu.au

Uniform Shop Website:

www.uniformshop.highgateps.wa.edu.au

School Email:

highgate.ps@education.wa.edu.au

Office Hours:

8.00am to 3.30pm Monday to Friday

Kindergarten Times:

8:40am – 2:40pm

The Kindergarten Program

Welcome to Highgate Kindergarten!

You are an important partner in your child's first educational experiences at school. We highly value the information and understanding you have to share about your child, we invite you to be a part of Kindy with us and we hope to also share information with you about the wonderful experiences and accomplishments your child will have.

On the following pages you will find useful information about Kindergarten.

Absentees

If your child is going to be absent from school for any reason, please notify the school via:

- Connect; or
- SMS on 0438 963 172; or
- phone Campus 1 on 9253 2700

If your child is going to be away for an extended period of time, for example a vacation or visiting overseas for family or cultural reasons, you must seek approval from the Principal. This may be by email (highgate.ps@education.wa.edu.au) or letter to the office.

Allergies and Asthma

On enrolment or at the time of diagnosis, please contact the school office to complete a medical action plan for any mild, moderate or severe allergies (anaphylaxis) or asthma. It is also very important for your teacher to have this information. If your child requires an EpiPen, we ask that one is kept at Kindy. If your child has asthma, a spacer and Ventolin may be kept at school or in your child's school bag.

Birthdays

We love celebrating your child's birthday at Kindy. However, we ask that you are mindful of allergies. Please do not send lolly bags, however, it is appreciated if a small cake or treat is supplied for each person in the class. Alternatively, please consider a low sugar treat instead.



Booklists

Students are requested to provide items for use in the classroom as per the Kindergarten Booklist.
NOTE: All items are shared so there is no need to label the items.`

Connect

Connect is an integrated online environment developed by the Department of Education WA for staff, students and parents in public schools. Your secure login details to Connect include a P-number and Password and will be emailed by the school.



Connect Now App

Connect Now leverages push notifications to alert teachers, students and parents to what is happening in Connect. You can also use the Stream in Connect Now to view all of relevant Notices and Discussions in one place.

Through Connect Now you can:

- View - Scroll through all of the Notices and Discussions from any of your Classes and Communities. Bookmark any items to read them later.
- Access - Tap any Notice or Discussion to view the full message and access any files or images that have been attached.
- Engage - Read any comments that have been made and join the conversation by adding your own comment.
- Follow - Choose to receive notifications when someone adds a comment, by following any Notice or Discussion.
- Notify - View all your notifications in one convenient place. Tap on any Notification to go straight to the details of the message.

Change of Clothes

Please provide at least one or two full changes of clothes (including socks).

Classroom Noticeboard

The notice boards outside each class will have daily notices and information. Please check these regularly.

Collecting Your Child

Please be on time to collect your child so as not to cause any distress. If someone else is picking up your child, please:

- Talk to your child about it
- Let the teacher know in person or by phone in case of emergency
- Note it in the book provided by the classroom door.

We cannot let your child go with another person without your verbal or written permission.

Healthy Eating



Please send a healthy snack, such as a piece of fruit or vegetables for recess. At lunch time, your child eats from their own lunch box. Please provide a healthy choice lunch, as this supports our program of healthy eating. We prefer no sweets, chocolates or chips. An ice brick/pack is a great

idea to keep your child's lunch fresh and cool.

In Case of Illness or Emergency

If your child is unwell at school, we will phone you immediately. Please ensure your child's teacher has your most recent phone numbers and phone numbers of other people who we can contact if you are unavailable.

Medications

If your child requires medication to be given during the day at Kindy, please see the teacher or school office as a form must be completed prior to administering the medicine.

Name Labels

Please label everything your child brings to Kindy with their name.

Allergy Aware

Please be conscious that we are an 'Allergy Aware' School. It would be appreciated if you could ensure that any food brought to school does not contain nuts or nut products. Please check with your class teacher before supplying any food or treats to share.

Parent Involvement

We welcome any parent who would like to spend some time with us at Kindy. Sometimes you might be asked to help with a particular activity; however, our main focus is to allow you to work/play alongside your child. Some of the most wonderful learning occurs when an adult plays with a group of children, talks to them, listens and has fun. You may have a special activity that you would like to share with the children eg cooking, gardening, reading a book, art or craft activity. We also like to recognise special events that are happening for your family throughout the year.

Parent / Teacher Meetings

Your child's teacher is very happy to discuss any questions you may have, briefly before or after school. If you have any concerns about your child that you would like to discuss with the teacher, a more formal meeting time can easily be arranged. We are happy to arrange an interpreter if needed.

Reporting to Parents

If you have any concerns about your child, no matter how small you think they are, please make a time to come in and chat with us. We will also contact you if we have any concerns or important matters to discuss.

At the end of Semester 1 and Semester 2, you will receive a comprehensive report that outlines your child's development of skills and understandings across the five outcomes of the Early Years Learning Framework/WA Kindergarten Curriculum.

You are also welcome to look at your child's portfolio at the end of each term, or at any time.

School Nurse

During the year the school nurse/health service will complete a developmental screening with all kindergarten children. The school nurse is also available for you to talk with if you have any developmental or behavioural concerns. On some occasions, the school health service/nurse will make contact with you following the screening.

School Ready

Is your child ready for school? Does he or she . . .

- Speak to and play with friends and adults?
- Look after belongings (Clothes, shoes, bag and lunchbox)?

- Decide what to do as well as follow instructions?
- Go to the toilet on their own?
- Attend to and finish a task?

Please talk with the school / teacher if your child is having difficulty with any of these.

Teacher Planning and Preparation

Where the classroom teacher works fulltime, they will be replaced by another teacher for one day each week. This 'duties other than teaching' or DOTT time, is used for planning, preparation and assessment of the program. This time can also be used to meet with parents when needed.

Water Bottles

Please provide a labelled drink bottle with water only.

What to Wear

A non-compulsory Kindy t-shirt is available to purchase from the P&C Uniform Shop online (<https://www.uniformshop.highgateps.wa.edu.au/>) or from the Uniform Shop on Campus 1 (Wednesday and Friday mornings 8:30am to 9:30am) during school terms.



Shorts, skorts, t-shirts and tracksuits are ideal, as physically active play is part of the daily program.

To encourage your child's independence, please send them to Kindy with shoes they can manage themselves. They should be able to remove and put them back on independently.

Please label your child's clothing clearly as this will help keep lost property to a minimum.

Kindy Checklist

Please ensure your child has, every day:

- Broad brimmed hat
- Water bottle
- Healthy snack for morning tea (such as fruit, vegetable, cheese, crackers, popcorn)
- Shoes that are easy to take on and off independently
- One or two changes of clothes
- Lunch
- School bag (that is large enough to fit all of your child's belongings)



THIS BOOKLET IS FOR YOU AS YOUR CHILD STARTS KINDERGARTEN

It takes you through what happens in a typical day in Kindergarten and includes ideas to help settle your child into school.

As your child's first teacher, the role you play is vital. The early years of school build on the experiences your child has at home and sets the foundation for all their future learning.

There are lots of things you can do to support your child's learning.

This booklet gives you ideas of what you can do at home to add to the exciting things your child is learning each day at Kindergarten.

DISCOVER OUR RANGE OF ONLINE BOOKLETS AND FACTSHEETS FILLED WITH FUN IDEAS AND ACTIVITIES
YOU CAN DO AT HOME
WITH YOUR CHILD.
W: EDUCATION.WA.EDU.AU

YOUR CHILD'S SCHOOL JOURNEY

Children learn many important things before they start school.

They learn from you at home, from friends and family, in local playgroups, at Child and Parent Centres, and at child/family daycare if they attend. They bring all of this learning with them to school when they start Kindergarten.

Children learn best when they are supported by their families. The more you are involved in your child's learning and the more you talk with the teacher, the better you can both support your child. A strong partnership with the school and regular contact with the teacher makes sure your child gets the best start to school.

In Kindergarten, your child continues to build on the important skills they have developed with you at home. These skills may include your child being able to talk about things that interest them; draw pictures; pretend write; recognise colours, numbers, sizes and shapes; and share with others.

YOUR ENTHUSIASM HELPS YOUR
CHILD SETTLE INTO
KINDERGARTEN AND BE PROUD
OF THE THINGS THEY LEARN
EACH DAY.

EARLY EXPERIENCES AND BRAIN DEVELOPMENT

Children's brains are a 'work in progress!'

In the first few years of life, your child's brain grows rapidly. The experiences you have with your child during these years are extremely important. A fun, happy and safe environment at home, school and within the school community helps your child develop socially, emotionally and intellectually.

Play is particularly important in childhood learning. Play gives children opportunities to develop imagination, practise skills, communicate with others, take on challenges and solve problems in fun and enjoyable ways.

Singing, playing games, building, playing make believe, talking, climbing, dancing, reading, writing and drawing all help your child's brain develop ways of thinking and learning.

KINDERGARTEN: BEGINNING THE SCHOOL JOURNEY

Magical. This is often how families describe Kindergarten classrooms. Rooms are filled with children's work, colourful posters and interesting displays for everyone to see. There is a range of activity areas where your child can discover, imagine, create and learn through play.

Kindergarten is the first learning experience your child has of school – of the wonder and excitement of learning, discovery and exploration.

While Kindergarten is not compulsory in Western Australia, attendance is highly recommended as your child builds on important social and emotional skills that help them throughout their school life. They also develop early maths, speaking, listening, reading and writing skills.

Many schools hold parent information sessions before the school year starts or during the first few weeks of term. This gives you the opportunity to meet the teacher and other families, and to find out what is planned for the year. If you are unable to attend, contact the school or talk with the teacher to make another time to meet.

BE SUN SMART!
MAKE SURE YOUR
CHILD HAS A HAT
AND WEARS
SUNSCREEN EVERY
DAY.

Your child's teacher often sends home written information and it is important to take the time to read these messages.

If you show you are confident and happy about school, your child picks up on this. This is important in encouraging a love of learning and enthusiasm for going to school each day.

WHAT HAPPENS DURING THE DAY?

Kindergarten runs for 15 hours each week. Some schools run a combination of full and half days each week, while others run only half days or only full days. Talk with your school to find out how the program is set up.

Some schools encourage children to wear the school uniform in Kindergarten. For further information, contact your school to check its uniform policy and where to buy uniform items.

The teacher plans regular breaks each day so your child can eat and play. Some schools may ask you to contribute fruit and healthy snacks which are shared with all children at snack time.

If your child is in a full day Kindergarten program, pack a healthy lunch in wrappers and containers so they can open them easily and eat lunch by themselves. Self-management is a very important skill that your child learns at this time.

Your child's teacher may encourage you to join in at the start of each day. This is a great way to settle your child into the routine as well as to see your child's work and talk about what they do during the day.

IF SOMEONE ELSE IS COLLECTING YOUR CHILD AFTER SCHOOL – SUCH AS A GRANDPARENT OR A CARER – PLEASE LET YOUR CHILD'S TEACHER KNOW. TEACHERS MAKE SURE EACH CHILD IS COLLECTED BY SOMEONE THEY KNOW EACH DAY SO IT IS IMPORTANT TO KEEP THE SCHOOL INFORMED.

WHAT WILL MY CHILD LEARN?

In a carefully planned learning environment, your child experiences many different learning activities.

These include cutting, painting, gluing, drawing, dressing up, sand play, climbing, storytelling, singing, dancing, exploring and social activities such as making new friends.

The social and emotional development of your child is a very important part of planned learning. Their teacher plans activities and encourages them to be involved so they become successful learners, team players, good problem solvers and creative thinkers who enjoy challenges.

YOUR CHILD WILL DEVELOP STRONG LITERACY SKILLS BY HAVING BOOKS READ TO THEM, BY SHARING STORIES AND BY LEARNING SONGS AND RHYMES. THEY WILL LEARN TO IDENTIFY WORDS AND SYLLABLES, AND DESCRIBE OBJECTS, TELL STORIES AND RECOGNISE PRINT SUCH AS THEIR WRITTEN NAME. THESE SKILLS WILL HELP WITH READING AND WRITING IN THE FUTURE.

Another focus in Kindergarten is on language and literacy. Your child develops an early understanding of letters, sounds and rhyming words; as well as how pictures can tell stories, how written words can be read, and how spoken sounds can be written down.

Learning about maths and numeracy is also a key part of Kindergarten. Your child learns about numbers and shapes, counting, measuring and the many different ways maths is used in our daily lives.

Teachers take into account children's experiences and backgrounds to make sure learning programs are targeted to meet their individual needs.

IN KINDERGARTEN...

Writing

Your child becomes aware that spoken words can be written down. Their writing may show randomly placed letters or scribbles that look similar to what they see as writing. Encourage all their efforts!

Sounds

Your child starts to identify sounds in words, especially the first sound in a word. They may then identify the last sound in a word. Your child also begins to recognise some letters and words, such as signs and names of shops, and learn sound-letter connections.

Measurement

Your child develops and uses the language of measurement such as: tall, short, heavy and light. They use the everyday language of time such as: quick, slow and fast, and are able to use terms such as: before, after and next to discuss the timing of familiar events.

Sorting

Your child begins to sort objects by size, shape and colour, and group similar kinds of toys together such as cars and blocks.

Numbers

Your child begins to play games that help them learn about numbers and join in with stories and songs that encourage counting.

Reading

Your child becomes interested in books and the pictures and words in them. Reading stories, saying and singing nursery rhymes, poems and songs, and making up actions are all part of Kindergarten.

Shapes

Your child learns about shapes and sizes by comparing and building.

Time

Your child may remember simple sequences and follow steps in their daily routine.

IN KINDERGARTEN, YOUR CHILD LEARNS SOCIAL SKILLS BY PLAYING AND SHARING WITH OTHER CHILDREN. PLAY ALLOWS THEM TO SHARE, TAKE TURNS AND DEVELOP THEIR CONFIDENCE AND COORDINATION.

GOING TO SCHOOL EVERY DAY REALLY MATTERS

At school, your child's teacher plans programs and activities that build on previously learned skills.

Developing the habit of going to school regularly from Kindergarten is vital so your child does not miss out on important ideas and skills they need for future learning.

You can help by:

- talking positively about school so your child is happy to go each day
- showing interest in what your child is doing at school and talking with the teacher about what you can do at home
- setting play dates to help your child make friends
- teaching your child how to share and take turns
- arriving at school and collecting your child from school on time
- making sure your child gets nutritious meals each day and enough sleep each night
- making appointments with doctors, dentists and specialists after school or during the school holidays
- taking family holidays during the school holidays and not during term time.

If your child is unwell and unable to go to school, telephone or text the school to let the teacher know. If your child misses a day, talk with the teacher to find out how you can help your child catch up. If you are having difficulty getting your child to school, talk with the teacher.

TAKING AN INTEREST IN WHAT YOUR CHILD DOES AT SCHOOL, HELPING IN CLASS AND BEING PART OF THE SCHOOL COMMUNITY SHOW YOUR CHILD HOW MUCH YOU VALUE SCHOOL.

WHAT YOU CAN DO AT HOME

- Read books aloud, point to pictures and talk with your child about the story.
- Draw and write with your child and talk about what you are doing.
- Encourage your child to use trial and error to learn and complete tasks. Be patient and let them have a go.
- Your child begins to hear and see how numbers are used at home and begins to match number names to very small groups of objects just by looking. You can help by talking through what you are doing. For example: We need four plates, so if I get two plates and then get two more, we'll have four plates.
- A great way to help with maths skills is through everyday activities – at bath time, when playing outside and while cooking together. Counting with your child using items they can see and touch, measuring items and comparing items help them hear and use maths ideas.
- At this age your child also learns about measurement by using everyday words like: full and empty, big and small, tall and short, and heavy and light. Using words to describe position such as: in, on and under, and talking about whether something is near, far and upside down, help your child learn about location.
- Number songs and rhymes help your child learn about counting. Spend time together singing songs like: One, two, three, four, five, once I caught a fish alive and One, two, buckle my shoe. Number books that you read together and talk about are also great ways for your child to learn early ideas.

WHEN ENROLLING IN SCHOOL, MAKE SURE YOU MENTION IF YOUR CHILD HAS ANY ALLERGIES OR MEDICAL CONDITIONS. IF YOUR CHILD HAS PARTICULAR REQUIREMENTS CHECK WITH THE SCHOOL TO SEE WHAT PLANS IT HAS IN PLACE FOR THIS. IT IS ALSO HELPFUL FOR THE TEACHER TO KNOW IF YOUR CHILD IS SEEING A SPECIALIST.

MORE IDEAS FOR YOU AND YOUR CHILD

Talk with your child

At school your child learns about the importance of communication. You can help by talking with your child about the things they do at school. Ask them to explain or describe things that happened during the day. Ask questions to draw out more information if they can't think of anything. Ask 'open' questions so your child answers with more than 'yes' or 'no'. For example: What was your favourite thing you did at Kindergarten today? rather than Did you have fun at Kindergarten today? Be sure to talk about your day too!

Speak with the teacher

Have regular contact with your child's teacher. Your school has a variety of ways for you to do this. If you want to speak with your child's teacher without interruption, it's best to make an appointment.

Contribute to the class

Your child's teacher may request help with listening to children read, helping children with their writing and artwork, as well as assisting with sporting activities, excursions and special events. You may also want to get involved in the school's parents and citizens' (P&C) association or volunteer at the school canteen. Teachers often need items for art, craft, maths and science such as buttons, material scraps, sea shells, plastic containers and bottles – the list is endless! Check with the teacher about what items they need.

Read together

Children love being read to. The time you spend reading together helps your child develop a love of books and words. The earlier you start, the better – your child is more prepared for school if they are familiar with language and the many ways it is used. Your local library is a treasure trove of books and reading materials – let your child pick out those that interest them.

