SCHOOL TERMS FOR 2015 (for students)
Semester 1  Term 1  Monday 2 February – Thursday 2 April
            Term 2  Tuesday 21 April – Friday 3 July

Semester 2  Term 3  Tuesday 21 July – Friday 25 September
            Term 4  Tuesday 13 October – Thursday 17 December

PUBLIC HOLIDAYS (during school terms)
Labour Day    Monday 2 March
Anzac Day     Monday 27 April
Western Australia Day  Monday 1 June

SESSIONS
Session times 8.50am – 3.00pm

Odd week       Monday, Tuesday and Wednesday
Even week      Monday and Tuesday

All children born between 1 July 2010 and 30 June 2011 are eligible to attend Kindergarten five days per fortnight
WELCOME TO OUR SCHOOL

Over the coming years we plan to work with you in partnership to ensure that your child grows and develops in a safe and caring environment in order to reach his or her full potential. You have already helped to develop a unique individual and we will ensure this development is continued.

Our Early Years Program in Kindergarten is designed for your child to

- overcome any fears or anxieties at leaving family members,
- become confident in the school environment,
- learn how to follow the routines of the day,
- engage in a variety of learning activities,
- become confident listeners and speakers,
- engage in early literacy and numeracy learning, and
- HAVE FUN.

Mrs Elizabeth Petrou (Liz) has been teaching at Scarborough Primary School Kindy for 6 years, having been a teacher for over twenty years. Liz works closely with Sally Trifunoski who is an experienced Education Assistant. As a team, they support and guide our students as they learn the essentials of social and emotional understanding.

Their enthusiasm for the children’s learning and creative ways of presenting the curriculum in a safe and nurturing environment provide our students with the best possible start to their schooling.

BEFORE THE FIRST DAY

There are a few things you can do to make settling into Kindergarten easier.

- Talk with your child about what a great time they will have with the other children.
- Be positive. Even if you are apprehensive, don’t let this show. We will ensure all children are safe and happy — trust us!
- Make sure your child is confident in using public toilets and washing hands unaided.
- Help your child recognise their name. Print in sentence case letters.
- Label all clothes, hats and possessions with your child’s name.

ON THE FIRST DAY

You are welcome to stay with your child until you feel comfortable to leave. However, to get them settled into the routine quickly, generally it does help to 'leave them to it'. If you are concerned at any time about how they are going after you leave you are welcome to call the school. We can assure you that in almost all cases, they are fine just after you leave!
ALL CHILDREN NEED TO BRING

Daily

<table>
<thead>
<tr>
<th>Item</th>
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<tbody>
<tr>
<td>* hat</td>
<td>* 1 large bag that is easy to open and close</td>
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<tr>
<td>* spare clothes (especially underclothes)</td>
<td>* packed lunch</td>
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<tr>
<td>* 1 water bottle</td>
<td>* 1 piece of fruit to share</td>
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Other items will be requested throughout the year and you will be advised by the class teacher when items need to be replaced.

ARRIVALS AND DEPARTURES

We ask the children to arrive at 8.50am and that you stay with them until 9.00am as the staff will be preparing for the daily session. At the end of the session at 3.00pm we ask parents to wait outside the building. The last period of the day is important in pulling the day together and finishing positively with the students in a mat session; four year olds are easily distracted.

If anyone other than the normal caregiver is collecting your child, please let us know beforehand. We have a communication book at the entrance of the Kindy to record details about the person who will be collecting your child. If parents are unavoidably delayed, please call the school on 9341 1202 and we will gladly look after your child for a short period. However, as the staff have duties after the session and often has meetings to attend, it would be appreciated if students are collected on time.

LIBRARY

Children are expected to take care of all borrowed materials so library bags are a MUST to protect books from damage or loss. Parents will be asked to pay for damaged or lost books.

CLOTHING

Students are expected to wear the school uniform so they may identify more closely with the school. Please label your child’s hat, clothing, and school bag with his or her name. Uniforms are available through the uniform shop by contacting Sue on 0424 055 443 to arrange an appointment or complete an order form in the office.

HATS

All children must wear a hat during outside sessions as we have a ‘no hat, no play’ policy. Their hats should have their names clearly labelled and be left at Kindy. Hats are available through the uniform shop.
BAGS

Every child needs to bring a bag large enough to contain a change of clothes, lunchbox and work created at kindergarten. Please ensure that your child is able to easily open and close the bag.

SHOES

Footwear your child can manage by themselves is preferable (no thongs or crocs).

Slippery soled shoes are dangerous when climbing.

HEALTH CONDITIONS

If there are any health conditions specific to your child please discuss them with the teacher so that we are fully informed to help your child.

SICKNESS

Please do not send your child to school if they are unwell as colds, flus and stomach bugs spread very quickly amongst young children and it is difficult to care for them.

ABSENCE FROM SCHOOL – MESSAGEYOU® FOR SCHOOLS

As part of our Attendance Policy and Procedures, Scarborough Primary School uses Messageyou® software. This technology has two main purposes:

1. It complements the range of strategies we have in place to improve the attendance rates of students at our school.
2. It improves the school’s capacity to ensure student safety.

The school text number is 0409 113 567. Parents can text a message explaining their child’s absence before 9.30am to the text number or voice call the kindergarten on 9341 1202.

An absentee note is requested when your child/children return to school if you did not send a text message.

STUDENT CONTRIBUTIONS

Payment during Term 1 would be much appreciated

Schools ask for an annual voluntary contribution from parents to assist with the purchase of resources to improve the learning opportunities for the children. This year it has been set at $60.00, and although it is voluntary, it helps us to provide extra resources for our students.

Contributions can be paid to the school office by cash, cheque or transferred electronically into the school’s Commonwealth Bank account BSB 066-040, Account Number 19900233.
The Education Act requires schools to advise parents of Contributions and Charges for the year. In accordance with the Department of Education Contributions, Charges and Fees Policy, schools can request a maximum contribution of $60.00 for years K – 6. Payment of Voluntary Contributions is very much appreciated as they enhance the quality of programs in our school.

School and P&C Voluntary Contributions can be paid to the school office by cash, cheque or transferred electronically into the individual bank accounts.

School - Commonwealth Bank account BSB 066-040, Account Number 19900233

P&C - Commonwealth Bank account BSB 066-122, Account Number 10003768

### CHARGES

School charges cover specific learning activities which are available to all students, but are conditional on payment being received. Parents are responsible for the cost of these activities.

Please Note:
Charges are an estimate and you are not expected to pay them in advance. The school will send home a note explaining the activity, a permission slip for your child/ren to attend and a request regarding payment when student numbers have been finalised.

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<th>Years</th>
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COMMUNICATION WITH PARENTS

If there is anything you are concerned about, or you would like to discuss with us, please call in to see the teacher or principal. We are always available for a quick chat but if you would like a longer discussion, or if it is a confidential matter, please make an appointment through the school office on 9341 1202 or scarborough.ps@education.wa.edu.au.

It is very important to keep your personal information up to date. Please advise the office in writing of any changes to personal details.

SUBSCRIBE TO OUR SCHOOL NEWSLETTER

School newsletters are the main means of communication between the school and home. The newsletter is produced every Friday fortnight and is available by accessing our website – www.scarboroughps.wa.edu.au. Subscribe now to avoid missing important information and dates regarding your child’s schooling. The link to subscribe to our newsletter is found on our home page, under the “News” heading at the bottom of the page.

PARENT ROSTER

Parents are encouraged to help at least twice a term. Being on duty gives you the opportunity to see what we do and how your child is progressing. Children love having mum, dad or a grandparent on duty. Please try to leave younger children with a carer. Remember staff are not able to supervise or be responsible for them. We have only one parent helper per day from 8.50am – 12.20pm. As a parent helper you will be asked to cut up fruit, help supervise activities and assist with cleaning and packing away equipment.

LAUNDRY

Every week, the washing of towels, tea towels, dress up clothes etc is necessary. A roster is set up at the beginning of each term and we would be very grateful if you could wash and return these items as soon as possible.

JUNK MATERIAL

Any donations of useful “junk” would be appreciated. We use these in so many ways eg egg cartons, shoe boxes, milk cartons, yoghurt cartons, computer paper, old magazines, cardboard, glue, ribbons, wool, cosmetic containers, cotton reels etc. Please don’t send toilet roll cylinders, medicine or soap powder containers. All containers should be thoroughly washed.

YOUR CHILD’S BIRTHDAY

On, or close to, the day you are welcome to bring in a cake or small cakes to help celebrate this special day. Please check with the class teacher regarding this as there may be a child with food allergies in your child’s class.
TOYS & JEWELLERY

Please discourage your child from bringing these items from home as we cannot be responsible for them. These items are often special and the children become very upset if they are lost or damaged. We have a wonderful range of resources that are safe, durable and perfect for Kindy children.

PASTORAL CARE

The school has a strong Pastoral Care Policy and all staff members are involved in the pastoral care of students. We have a School Chaplain, School Educational Psychologist and staff who can assist in this area.

The school’s Values Education Program, ‘You Can Do It’, encourages students to demonstrate common shared values including confidence, organisation, persistence, getting along and resilience. We regularly focus on these values throughout the school to reinforce our message.

LOST PROPERTY BOX

It is essential that all possessions be named clearly to enable lost property to be returned. Please check the lost property box at the school on a regular basis.

PARENTS AND CITIZENS ASSOCIATION

The Scarborough P&C is composed of parents interested in the best possible education for our children. It raises money to provide learning opportunities for the students and is a forum for discussion about our school. Regular meetings are held at school, usually twice a term. You are most welcome to bring your ideas, questions and enthusiasm to the meetings. Please check the school newsletters for dates or contact our P & C President, Michelle on 0438 912 109

SCHOOL BOARD

The School Board is comprised of the Principal, elected community/parent representatives (usually one of which is a P&C representative) and staff members.

The roles of the School Board include:

- participation in formulating the objectives, priorities and general policies of the school,
- endorsement of the School Development Plan and School Budget,
- reviewing the school’s performance in achieving the objectives and priorities contained in the School Business Plan.

BEFORE OR AFTER SCHOOL

Mulberry Tree Kids Club is at Scarborough Primary School. Their aim is to provide a safe and caring environment where children can participate in a variety of activities provided by qualified and experienced educators. Children will be offered a tasty and healthy afternoon tea after school from their additive aware menus.

To make an enquiry or to enrol please contact Ash on 9446 9999 or scarborough@mulberrytree.com.au
Before School from 7am – After School until 6pm
Government rebates apply