Pre-Kindergarten Parent Handbook
2015
St Joseph’s School Prayer

Dear Lord,
We ask you to bless St Joseph’s School Community.
We pray that you guide us to be just and to see,
listen, speak and act like St Joseph.
May we be inspired by our Founders
to be the best that we can be.
May we always keep Jesus at the centre of all we do.

St Emilie Pray for us
St Marcellin Pray for us
St Joseph Pray for us

AMEN
Vision Statement

Founded on the life and teachings of Jesus Christ, and as witnessed by our founders, St Joseph’s School, is a caring community committed to preparing all members to succeed through the promotion of Christian values from a Catholic tradition and the development of life-long learning skills.

In the words of our founders, St Marcellin Champagnat and St Emilie De Vialar:

“To educate children well one must love them, and love them all equally”

“Go, and with what you have and will receive, do all the good you can”

Fidelity

Fidelity is the motto of St Joseph’s School. Its origin lies in the respective mottos of our founding Orders, The Sisters of St Joseph of the Apparition and the Marist Brothers. Fidelity was chosen as the motto when the two schools amalgamated in 1971, as it was a characteristic shared by both Orders.

Fidelity is more than faithfulness. To the Sisters it means a commitment to the end and refers to the degree of engagement a person brings to a task when doing God’s will. For the Brothers it means persevering in all things whilst being true to the call of God.

Fidelity keeps alive the spirit of our founding Orders as we live as a school community committed to the teachings of Jesus Christ.

Mission Statement:

Centred on Jesus Christ, we inspire and nurture our students to reach their full potential in a Catholic School Community
SESSION TIMES
In 2015, the Pre-Kindergarten sessions will run all day Thursdays 8:45 am–2.25 pm. There will be no staggered start for the children. All children in Pre Kindy 1 (who have had their third birthday) are welcome to attend from the first session on Tuesday, February 3. All children in Pre Kindy 2 (who have had their third birthday) are welcome to attend from the first session on Thursday, February 5, 2014. Other students may start as they have their birthday and turn three years of age.

ARRIVAL PROCEDURES
The doors to the classroom will be opened at 8.45am. Parents and children who choose to arrive early may wait outside the door and sit on the benches while they wait. On entering the room, children are requested to take their fruit container and drink bottle out of their backpack and place it in their pigeon-hole together with their backpack (please ensure your child has a large enough backpack). All items must be labeled with your child’s name.

Children and parents/caregivers may choose a book to read, select jigsaw puzzles to complete or participate in a prepared activity. These activities help the child to settle in and encourage children to interact with peers and adults.

The bell will be rung at 8.55am. This indicates it is time for children to pack away and parents to depart.

DEPARTURE PROCEDURES
At departure time (2.25pm) the children are dismissed to parents or caregivers. The teacher will call the child’s name when she notices that their parent/caregiver has arrived. The child will walk to the person collecting them. If you wish your child to be collected by another person it must be entered in the communication book then signed and dated by you. You will be given a form to complete and return to provide us with names and contact details of people you authorise to regularly drop off or collect your child. This form will be kept in the communication book. Please note verbal messages and telephone messages are unacceptable, as the School has a duty of care to your child.

Please make every effort to be on time as children become quite concerned if they have to wait any length of time.
**APPROPRIATE CLOTHING**
Children are required to wear suitable and sensible clothes for kindergarten. These may include shorts and tee shirts in summer and tracksuits in winter. Suitable footwear is to be worn at all times. Thongs are not permitted or Crocs or slip-on shoes are not recommended as the children do running and climbing activities outdoors.

as the children do running and climbing activities outdoors. An optional polo t-shirt in a colour choice of pink, blue and green is available from the Uniform Shop for Kindergarten students. A blue track suit style top is available for winter. Jewellery is not recommended. Long hair needs to be tied back at all times as this helps prevent head lice spreading.

**PARENT ASSISTANCE**
Parents/grandparents are always welcome and your assistance is very much appreciated - helping with learning centres, doing the washing or preparing play dough. A roster will be available for you to enter your name.

From time to time staff will ask for donations of items from around the home, for example material scraps, boxes and other items to help with craft. These donations are invaluable and are gratefully received.

**WHAT CHILDREN NEED TO BRING WITH THEM.**
All children are to bring their own individual fruit to eat at fruit time, cut into small pieces [please ensure containers have your family name on them]. Drink bottles must be filled with water only and your child needs a hat to come to school each and every day throughout the school year. Please provide a packed lunch for your child, remembering that the School is a ‘Nut Aware’ School.

Please ensure all children have a change of clothing [appropriate to the weather] and a pack of wipes in their bag, in case of an accident.

**HEAD LICE INFORMATION**
Whilst your child may not be affected, head lice are extremely contagious. Parents are asked to inspect their child’s hair and scalp, looking for the following symptoms or signs, which could indicate the presence of head lice:

- **General** – child scratching his/her head excessively
- **On the pillow** – fine black powder or paler coloured material
- **In the hair** – nits (lice eggs) seen as cream to coffee coloured specks stuck near the hair roots.
Lice – these are small white to greyish parasites about as big as a pinhead.

Should your child have contracted this condition, do not be alarmed. Although unpleasant, it is easily treated with specialised products available from your Chemist – OR by using the 10 day hair conditioner treatment. Any type of hair conditioner may be used by applying thickly to dry hair and combing through with a metal fine-tooth comb to remove live lice and nits. Ten days is recommended as researchers have found that some eggs may hatch as late as 9-10 days after being laid, and so this period enables the reproductive cycle to be broken. Advice on insecticide treatment is also provided by the Department of Health, with a Fact Sheet available free from their website. Any article which may harbor lice, such as clothes, towels and all bed linen should be washed in hot water and detergent. Combs, brushes and scrunchies should also be washed.

HELPING YOUR CHILD TO WRITE THEIR NAME
If you are helping your child learn to write and recognize their own name please be aware that at St Joseph’s School the required font is Victorian Modern Cursive. Names are written with only a capital letter for the first letter (never all capitals) and the capital letter is larger than the following letters.

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

It is very hard for a child to “unlearn” incorrect letter formations.
Pre-Kindergarten Rules

1. Children must walk inside the room and along the walkways
2. Children are expected to look at and listen attentively to the speaker
3. Children are expected to demonstrate good manners
4. Children are required to keep their hands, feet and objects to themselves
5. Children are encouraged to pack away equipment both indoors and outside.
6. Children are only allowed to play on outside equipment if supervised by a teacher

Questions and Queries

Please do not hesitate to speak to the school office staff, Pre- Kindergarten teachers or Education Assistants if you have any questions or queries relating to your child. The staff may be approached either before or after school, or alternatively an appointment may be made after school if necessary.
Pre-Kindergarten Requirements

1 x Scrapbook (A3 only - Item available at Northam Boulevard Newsagency) - Please leave uncovered
(Scrap Book must measure 38cm x 33cm - Spicers Olympic Brand-News/Scraps and Cuttings)

1 x Small Pillow (with pillowslip)

1x Backpack

1x Sun Hat [with draw cord]

1 Box of Tissues

1 Packet of Wipes [e.g. Wet Ones]

1 Drink Bottle (filled each day with cold water only)

A couple of changes of clothes (Please check frequently as children tend to grow out of clothes very quickly)

❖ Parents: Please ensure that all items are clearly labelled with your child’s name.