



# NEWLANDS PRIMARY SCHOOL

BEGINNINGS: A Guide to  
Foundation Year 2017

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# PRINCIPALS WELCOME

Welcome to Newlands Primary School.

You and your child are about to take an exciting step in your child's learning and development journey. We believe the journey at Newlands Primary is well supported and nurtured by our caring teachers who, have many years of experience teaching at Newlands Primary.

Newlands Primary School is part of a world class government education system offering quality programs to all students. As a local government primary school our teachers constantly monitor and tailor programs to suit the needs of our students.

The recent national testing program in schools across the country showed that Victoria is the equal top performer in Australia, along with the ACT and NSW. Victorian students at Years 3, 5, 7 and 9 performed significantly higher than the Australian average in reading, writing, grammar, punctuation and numeracy and significantly higher than the Australian average at Years 3, 5 and 7 in spelling. What this meant for Newlands Primary is for a small primary school we performed at or above the state mean in these areas; clearly indicating that as a school, we are meeting the needs of our students.

In 2012 we completed our second year of refurbishing our classrooms and new computer technology; interactive whiteboards, laptops and netbooks. This will develop and provide our students with the skills and knowledge to engage in 21<sup>st</sup> Century education, which is an exciting launching point for our school community. In 2015 we embarked on a new academic adventure. Newlands Primary has embraced a Spanish immersion program exploring the culture and language across the school. In 2017 four of our classroom teachers will be Spanish speaking.

Our school website has been updated throughout 2016. You find information on all aspects of our school on the site. <http://newlandsp.s.vic.edu.au/>

Exciting times ahead.

Ross Dudgeon

## Term dates 2017

Term 1 - **30<sup>th</sup> January to 1<sup>st</sup> April**

Term 2 - **18<sup>th</sup> April to 30<sup>th</sup> June**

Term 3 - **17<sup>th</sup> July to 23<sup>th</sup> September**

Term 4 - **9<sup>th</sup> October to 22<sup>nd</sup> December**



### The First Day

Foundation children will begin school as a grade on **Thursday 2<sup>nd</sup> of February**. They will attend from **9:00 a.m. to 12:00 p.m. on both this day and Friday 3<sup>rd</sup> February**. Children need to bring along a snack and water bottle on these days.

### Term 1 2017

Foundation children will begin attending school for the whole day (8:50 -3:30) from **Monday 6<sup>th</sup> February**.

Students do not attend on the following Wednesdays:

**Wednesday February 8<sup>th</sup>, 15<sup>th</sup>, 22<sup>nd</sup> and 1<sup>st</sup> of March.**

Every other day of the week the children will attend normal school hours from 8.50 a.m. to 3.30 p.m.

Student assessments will be conducted on Wednesday 1<sup>st</sup> February and Wednesday 8<sup>th</sup> February. You will be required to bring your child to school on the day and time allocated to you.

### Foundation classroom teachers 2017

Our foundation classroom teachers for 2017 will be Bianca Romero and Cass Mandile. They will be supported in the classroom with Sue Robson, who is one of our school teacher aides.

## SCHOOL HOURS

<b>Session 1:</b>	<b>8.50 a.m. – 10:40 a.m.</b>
Outside Play:	10.40a.m. -11.10a.m.
<b>Session 2:</b>	<b>11.10 a.m. – 1.45 pm</b>
Supervised Eating Time	12.45 p.m. – 1.00 p.m.
Outside Play:	1.00 p.m. - 1.45 pm
<b>Session 3:</b>	<b>1.45 p.m. - 3:30 pm</b>



**Parents are required to sign their child in at the registrar at the front office if they arrive at school after 9:00 a.m. or if they take their child out of school before 3:30 p.m.**

### **Student Welfare**

Our school student welfare co-ordinator is Sonya O'Brien. Please don't hesitate to contact if you have any concerns over your child's welfare which you need assistance with. She can be contacted by either the school email address or phone the office to make an appointment to discuss your concerns with her.

### **SAFETY OF CHILDREN**

Children should not be brought to school prior to 8:50 am and left unsupervised.

Children are supervised in the playground by teachers during all recess and lunch times.

Children are supervised after school for fifteen minutes: 3:45 p.m.

Please use the main entrance gate when arriving with your child or collecting your child from school.

### **WHAT YOUR CHILD WILL NEED AT SCHOOL**

A school bag of suitable size

A plastic lunch box, with lunch, healthy snacks and plays lunch.

A change of clothing in case of accidents

Home Reader Bag which can be purchased from the uniform shop.

A library bag.

A school hat during terms 1 and 4

A water bottle which will be left in the classroom.

Please ensure all items of clothing are clearly labelled.



### **STUDENT PROGRESS**

Parent/Teacher interviews regarding your child's progress are conducted at the start of the year and mid year. You will be notified in writing when these are due to be held and will be asked to indicate an appointment time through our online booking portal on our school website. Parents are welcome to arrange to meet with teachers to discuss any matters of concern throughout the year. (These will be held at a suitable time for both teachers and parents. Written Student reports are issued mid year and at the end of the year.

### **SCHOOL UNIFORM**

The school uniform at Newlands Primary School is compulsory. All items of clothing **MUST** be clearly marked with the child's name. Details of our school uniform and where it can be purchased from are on our school website.

Footwear should be comfortable and sturdy, young children often have difficulty tying shoelaces and may find it easier to wear footwear which has velcro fasteners, elastic sided or buckles. **Footwear such as thongs and open sandals, are not to be worn to school as these can easily cause injuries.**

Uniforms are available through the Uniform Shop which operates on Mondays between 3:00 - 4:00 p.m. If you are unable to attend at this time orders can be left at the office. All uniforms are to be paid for when ordering. Details of our school uniform and where it can be purchased can be found online.

### **SUNSMART POLICY**

The outdoor learning environment is perfect for children to explore their skills, e.g. running, climbing and hopping. We are very conscious of sun safety at our school and recommend that you apply sunscreen prior to your child's arrival at school. Children must have their own hat; this is to be a school approved wide-brimmed hat or bucket hat.

We strongly adhere to the school rule – **No Hat, No Play!**



## **SICKNESS**

Children are to be excluded from school if they have any of the following illnesses:

Measles	Hepatitis
Whooping Cough	Chicken Pox
Mumps	Head Lice
School Sores	German Measles

Please refer to the information on our website for further information on these illnesses.

If your child suffers from asthma or anaphylaxis you will need to complete an **Asthma and/ or Anaphylaxis Management Plan** and ensure appropriate medication is available at school.

A register of children with asthma and anaphylaxis and their treatment is kept in the general office, along with any medication. School documentation on our management anaphylaxis can be found on the school website.

## **ABSENCES**

If your child is absent from school we require a written explanation for the absence. This can be given to the class teacher. Notification from parents/guardians is required for the following:

If a child is absent

If a child is late for school

If a child is required to leave school early

If a child requires medication

If a child is unable to participate in all school activities

If there is change in home address, telephone number or emergency contact details

Another family member other than the parent is collecting the child from school

Parents will be notified in the case of illness or injury at school and emergency contact numbers will be utilized if you are unable to be contacted.

## **Emergency Forms**

It is essential that the information on these forms is accurate, as they are needed when a child is ill. To update information a new form is issued each year. Please complete and return it promptly to the school. If there is a change of address, telephone number or emergency contacts during the year, please advise the school immediately.



### **SCHOOL WEBSITE, NEWSLETTER AND TIQBIZ APP**

The main methods of communication we use are our school website, Tiqbiz and newsletter. The Newsletter will be posted on the school website every second Friday. Please inform the school if you require a hard copy of the newsletter to be sent home. When necessary, special notes are sent home containing information that may pertain to your child. Tiqbiz can be downloaded from the app store.

### **Money**

Requests for money from the school are always made in writing. When money is required by the school please forward it via direct transfer to our school account or in a school envelope.

### **School Publicity**

These forms are to be signed if you give your permission for your child's image to be used as part of school publicity. You will be notified if your child's image is to appear in a newspaper etc.

### **Lost Property**

Label all clothes and belongings- eg. lunch-boxes or school bags. Please check with your child where they last saw their belongings before checking the lost property box which is located in the main building.

### **Before and After School Care**

Newlands Primary School offers a nationally accredited before and after school care program. Care can be provided from 7:30am until 9.00am each day, and until 6.00pm after school from Monday to Friday. Parents must complete enrolment forms before their child can attend this program. These are available from the office. Due to our increasing numbers, we have introduced a new online booking system.

Bookings can be made on this website: [carebookings.com.au](http://carebookings.com.au) Use the code: **BJ8S6** to make a booking.

You are able to book in advance for the whole term, or book in casually. Bookings close at 12:00 p.m. on the day of the session



### **SCHOOL LIBRARY**

Our school library is operated by volunteers; parents, grandparents and friends of the school who believe a love of books is the cornerstone for lifetime learning. We aim to provide a welcoming space for children to engage with reading and broaden their literacy horizons. The library welcomes new volunteers. Even if you can only help on a casual basis or attend an occasional working bee, all help is valued. Please leave your name and contact details at the school office if you would like to become involved with helping in the library in any capacity.

### **PARENTAL INVOLVEMENT**

We encourage parental involvement throughout the school. All parents are most welcome to participate in the effective running of our school. During term 1 an information session will be held for all parents who wish to assist in the foundation classroom. At this meeting we will discuss how and when your assistance is needed.

School Council, is made up of both teachers and parents from the school and meets eight times a year.

Everyone is welcome to offer some assistance with Working Bees, School Council, Excursions, Classroom Programs, Literacy support and on special event days.

The Parents and Friends Association works together to;

- create a better learning experience through parental involvement
- raise money for PFA projects and help the school, and
- provide input and ideas to make a better school





## HOW TO HELP YOUR CHILD SETTLE HAPPILY INTO SCHOOL

### **Please consider these points:-**

Can your child put shoes on the correct feet and do up their laces?

You may consider shoes without laces if your child is unable to tie their laces.

Can your child manage to remove and put on outer items of clothing, and put on his/her art smock?

Can your child recognise his/her own named belongings? Clothing, lunch box, drink bottle, art smock, library bag.

Does your child know how to flush the toilet? Is your boy familiar with using a urinal?

Can your child use a handkerchief properly?

Be aware that your child will have to:-

- Open a lunch box

- Un-wrap a food packet

- Unscrew a drink container

- Know the difference between play-lunch and lunch.

"Play" is an important part of your child's preparation for schooling.

Encourage your child to play with other children.

Encourage your child to share and take turns - also to pack away toys when play has finished.

Advise your child of the dangers of stick and stone throwing. Our school rules, include *Do not throw sticks and stones*.

Provide your child with a rich background of nursery rhymes, stories and songs.

Join the local library and watch TV shows such as play school.

Children need to be well enough to enjoy school. Seek medical advice if you are concerned.

During the Foundation year your child will be visited at school by the School Nurse.

Most importantly encourage your child to talk and communicate with you.



## HOW TO HELP YOUR CHILD ON THE FIRST DAY.

**Be positive** - If you have a positive attitude and look forward to the first day of school, your child will probably do the same.

**Arrive on time** - If you arrive too early and need to wait, children may grow anxious. It is better to arrive and walk straight into class at 8.50 am.

### **Leave cheerfully**

**Don't linger** - If you stay too long children often sense that you are concerned and they tend not to settle. Most children settle quickly and are excited about their new and fascinating surroundings. Occasionally we have tears but these soon go, once parents leave and children become engrossed in activities, such as building, painting and drawing. We will contact you if we have any concerns.

### **Discuss any fears about school before the first day**

Commonly children may ask, Who's going to meet me after school? Who's going to help me? Will the other kids like me? What happens when I go to the toilet?

Reassure your child. Our transition program helps overcome these fears. If you are moving into the area we will be happy to arrange a visit and sharing time for your child.



## How can you help your child during the year?

Be enthusiastic. Children like to be praised for their efforts.

Read to your child regularly. Encourage them to try reading as they are ready. Draw your child's attention to signs and writing on packets.

Inform the school of any physical or emotional problem your child may have.

Check school bags daily for:-

- newsletters and notes

- lunch box, drink bottle

- all clothing that left home

- items that do not belong there.

Encourage your child by admiring, discussing and displaying the work taken home.

Realise that all children are individuals and develop in different ways and at differing rates and should not be compared mentally, physically, socially and emotionally with other children.

Remember that your child's first year at school is a year of preparation.

Don't become over-anxious or expect too much too soon. A great deal of preliminary work must be covered before children read, write or spell.

Do not hesitate to arrange to talk to the teacher if your child is having any problems.

Be involved in the activities of the school. If you are able, be parent helpers in programs such as reading with children and literacy groups.



## FINAL WORD

The first year at school is an extremely important one.

At times it can become very stressful, particularly to parents!

However, as in all situations, communication is the key. The partnership between school and home is absolutely vital. My door is always open and I am happy to discuss any aspect of your child's education with you. Simply ring the school and make an appointment.

We have a very special community here at Newlands and I am certain that both you and your child will enjoy fantastic social interactions in a wonderful setting as well as exciting, stimulating and rigorous teaching and learning programs.

We have very high expectations in regard to student behaviour and student academic achievement and we know that we can rely on you for your support and assistance as your child begins the more formal stage of their lifelong learning experiences.

Welcome to the Newlands Primary School community!