

Kindergarten Parent Information

St Luke's Catholic Primary

...challenges each child to learn, play, love and serve, to be the best version of themselves.

Leadership Team

Kerry Hewitson

Principal



Kristy Graffin

Assistant Principal

Pre Kindy – Year 2



Sarah Williams

Assistant Principal

Year 3 – Year 6



School Prayer

*Let all of us here at St Luke's
Strive to grow in faith and trust in God and each other.*

*Help us to follow the values and teachings of Christ
And our patron, St Luke.*

*May we, in our acceptance of one another,
Spread the joy of new life.*

2024 Kindergarten Teaching Staff

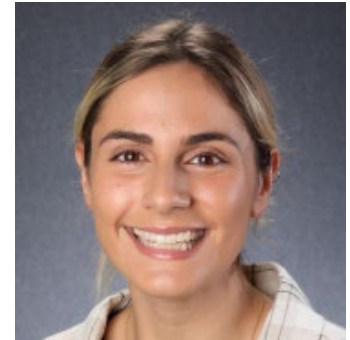
KINDERGARTEN WHITE



Mrs Susan Kadak
Teacher
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Mrs Megan Bonser
Education Assistant



Miss Elise Andreou
Education Assistant

KINDERGARTEN BLUE



Mrs Kelly Matthews
Teacher
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Mrs Victoria Walker
Education Assistant



Mrs Emma Cochrane
Education Assistant

Welcome

We warmly welcome you to St Luke's Catholic Primary!

We hope you and your Kindy child have a very happy and fulfilling year with us and we look forward to getting to know you.

We believe all children should be given the opportunity to reach their full potential. Children are intelligent, strong, creative, competent, social and full of curiosity. Our Kindy program is structured to encourage these attributes through exploration, investigation, observation and communication within a nurturing, safe and caring environment.

Learning through play is one of the most important aspects of Kindy. This play-based approach includes a combination of child initiated and teacher supported learning.

Session Times

Our normal instruction times are:

Monday, Tuesday and Wednesday 8:35am until 2:30pm

In the morning, gates will open at 8:15am with class doors opening at 8:25am. Formal instruction will begin at 8:35am.

In the afternoon, children can be collected from the Church car line at 2:30pm or from the classroom at 2:30pm.

What to Bring

1. **School bag**
2. **Lunch box**

A healthy morning tea and lunch. Please ensure your child's lunch box is easy for your child to open and close including all packaged products.

3. **Hat**

The school hat is available for purchase from Tudor school uniforms and will go home with your child each day. Please apply **sun cream** before your child comes to school. Additional sun cream is supplied and can be reapplied during the day. If your child has sensitive skin, please supply a preferred, labelled sunscreen they can keep in their school bag.

4. **Drink bottle**

Each child needs a labelled drink bottle they can open and refill by themselves. Drink bottles are to contain water only.

5. **Spare Clothing**

Keep a spare set of clothes in a labelled plastic bag inside your child's school bag. The clothes should reflect the season and your child's size. Please do not forget to pack underwear and socks!

6. **Library Bag**

The red library bag is available for purchase from Tudor and you will be informed of your child's library day early in the new year.

Please label all items with permanent marker.

What to Wear to Kindy

Children wear the new Kindy t-shirt. School shorts or track pants and a school track jumper are optional. The children will need to wear a school hat in their faction colour. Our school uniform provider is;

Tudor School Uniforms,

U1/75 Excellence Dve, WANGARA WA 6065

PHONE: 9408 2666

EMAIL: hello@tudorschooluniforms.com.au

WEBSITE: <https://tudorschooluniforms.com.au/>

Sneakers and socks need to be worn. Please ensure your child can put their shoes on and off independently – Velcro straps are encouraged!

Instruction in Kindy

At St Luke's we use the iSTAR framework to design our lessons as it offers a common language of learning across our school. It means in each lesson the children know what we are learning, why we are learning it and what we are looking for. It improves our clarity and gives children confidence to succeed.

In all rooms you will see:

WALT *We are learning to...*
WILF *What I'm looking for...*

iStar

Inform	Inspire
Show	Share
Try	Transfer
Apply	Action
Review	Revise.



What do we learn in Kindy

In the Kindy classroom, we use the Early Years Learning Framework (EYLF) and National Quality Standards (NQS) to inform and guide our planning process. In addition, we draw from the WA Kindergarten Curriculum Guidelines.

NATIONAL QUALITY STANDARDS (NQS)

The National Quality Standard (NQS) sets a high national benchmark for early childhood education and care and outside school hours care services in Australia. The NQS includes 7 quality areas that are important outcomes for children; Educational Program and Practice, Children's Health and Safety, Physical Environment, Staffing Arrangement, Relationships with Children, Collaborative Partnerships with Families and Communities, Government and Leadership.

EARLY YEARS LEARNING FRAMEWORK (EYLF)

The Framework forms the foundation for ensuring that children in all early childhood education and care settings experience quality teaching and learning. It has a specific emphasis on play-based learning and recognises the importance of communication and language (including early literacy and numeracy) and social and emotional development. The Framework has been designed for use by early childhood educators working in partnership with families, children's first and most influential educators.

WA KINDERGARTEN CURRICULUM GUIDELINES

The WA Kindergarten Curriculum Guidelines assist educators in developing programs that meet outcomes from the EYLF and NQS. The guidelines are used to ensure that the children experience quality teaching and learning, develop relationships and reach their full potential across developmental domains.

Protective Behaviours

Our child protection curriculum is called Keeping Safe. It is a safety program for age 3 to 12, designed to teach children:

- How to recognise abuse and tell a trusted adult
- Understand what is appropriate/inappropriate touching
- Understand ways to keep themselves safe

It is mandated in all Catholic Schools and ensures children are:

- Treated with respect and protected from harm
- Asked for their opinion on things that affect them
- Feel safe in their relationships
- Understand what is meant by “feeling and being safe”

Throughout the year more details on the program will be made available.



Literacy

Our focus in Kindy is on oral language. Children develop an early understanding of letters, sounds and rhyming words. They learn that pictures tell stories, written words can be read and spoken words can be written down.

We introduce sounds and letters promoting literacy development (PLD) program. We also use the Heggerty Phonemic Awareness curriculum as it is quick, fun and multisensory.



Numeracy

This includes learning about numbers, shapes and counting. Children measure, problem solve and apply mathematical concepts in daily life. They arrange data in simple ways (such as yes and no), continue, copy and create simple patterns, and recognise common 2-D shapes in the environment.

INFORMATION FOR PARENTS AND CAREGIVERS

Administration

Office hours are from 8:00am – 3:30pm. Please ensure you keep the school up to date of any changes to your contact details, such as mobile phone number, business contact number, emails and addresses.

Should you be required to collect your child during the day, please attend school administration to sign your child out using the student iPad. Alternatively, should your child be late or returning to school throughout the day, your child will be required to sign in through student the iPad.

The school newsletter is distributed on the first Thursday of each month. We encourage all parents to take the time to read this communication to keep informed of upcoming calendar events and important school news.

Should you need to contact your child's teacher during the day for any urgent matter please notify the administration staff who will forward any message. Alternatively, contact your child's teacher via their email addresses. The teacher will respond to you at their earliest convenience.

The term calendar can be located on the school's website and is updated regularly.

Annual School Photographs

Our current provider for school photographs is 3P Photography. A photo envelope will be sent home with your child closer to the scheduled time.

Attendance

Whilst Kindy is not compulsory, it is important you let us know if your child is unwell or if they will be away from school for an extended period. You will need to provide a reason for your child's absence.

You can notify the school of your child's absence through the following ways:

- Via our Website - www.stlukeswoodvale.wa.edu.au
- Email the office - admin@stlukeswoodvale.wa.edu.au
- Call – 9306 6600 between 8am – 3:30pm and follow the prompts.



ABSENTEES

Birthday Celebrations

Birthdays are special and we would love to celebrate your child's milestone at Kindy. You are more than welcome to bring a small treat for your child to hand out to their class at the end of the day, that is individually wrapped.

If your child has a known allergy, please send in an alternative that we can keep in the fridge and hand out on birthdays to avoid disappointment.

Party invitations can be given to teaching staff so they can be discretely distributed to recipients via class note folders or school bags.

Code of Conduct

Catholic Education Western Australia has developed a Code of Conduct.

The Code of Conduct establishes minimum standards of conduct to ensure the safety and wellbeing of all members within the CEWA community.

The Code of Conduct applies to all staff, parents, students, and volunteers connected to a school. All members of the St Luke's community are expected to commit to the Code of Conduct. To view the Code of Conduct policy please visit our [website](#).

Communication

Each class has a Communication Box outside the classroom. There is a labelled file for each child. Inside your child's folder you will find notes, reminders and some of your child's work.



If your child is to be collected by someone else (other than a parent or caregiver) please notify us in writing prior to the day, using our class diary, email or phone administration on 9306 6600.

We are unable to let your child leave Kindy with anyone else unless we have your consent and this needs to be completed each time someone other than the usual person collects your child.



Conflict Resolution

Please contact your teacher if you have any questions or concerns.

Contacting your Teacher

The best way to reach your teacher is via email. Whilst we are generally unable to check emails during the day, we do make every effort to check them when we can and will respond to your concerns as soon as possible or within 48 hours.

We welcome parents to discuss their child's progress in person with us. As the children are our highest priority, we ask that lengthy discussions happen outside our Kindy session times. Pick up and drop off times can be hectic, so please refrain from engaging the teachers in discussions that take their attention away from the group.

Please contact your child's teacher either via email or phone to arrange a mutually convenient time. We thank you in advance for your consideration.

Digital Portfolio

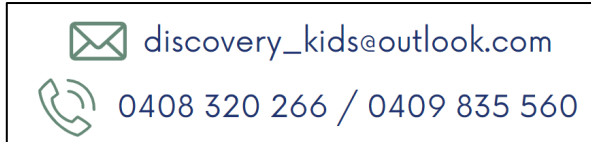
In Kindy, each family receives a unique QR code that gives them access to their child's digital portfolio. This app is called Seesaw. Seesaw is a simple way for teachers and students to record and share what's happening in the classroom.



Discovery Kids (Out of School Hours Care)

Discovery Kids is a Catholic Out of School Hours Care Provider who are owned and run by qualified and experienced Catholic Primary School Educators who have an understanding of Catholic Schools.

Please refer to their website for more information: <https://www.discoverykidsoshc.com/>



Fathering Group

The Fathering Group at St Luke's is an initiative founded to foster a strong school community and develop links with the wider community. Our aim is to support fathers and father figures through connection, whilst positively engaging with the children in their lives.

Food

Please provide morning tea and lunch for your child each day.

When packing your child's food for the day, we ask you limit the number of packaged items.

Snack ideas:

Whole or cut up fruit, cut up vegetables, cheese, squeezey yoghurt, plain crackers, plain popcorn.

Lunch ideas:

Sandwiches, wraps, finger foods, healthy leftovers.

Please send an ice block in hotter months as snack containers and lunch boxes will not be refrigerated. Due to OH&S guidelines, we are unable to heat any food.

Please note that we are a nut-aware school.

Illness

If your child is unwell in the morning, please do not send them to school. Childhood illnesses spread very quickly in the school environment. Please be considerate of other children and staff by adhering to this to avoid us having to call you during the day.

Please inform the school if your child has an infectious condition (eg chicken pox or measles).

You will be contacted and asked to collect your child should they be deemed unfit to remain at school.

Loose Parts Play

Large cable reels, piping & tubes, wood ends & stumps, rope, old tyres, artificial lawn etc are all extremely useful in Kindy for our loose parts play and donations of these things are ALWAYS welcome!



Medical Conditions

Ongoing

It is important to notify the school if your child suffers from any ongoing medical conditions (eg Asthma, Anaphylaxis or Allergies). Please refer to our website to obtain Medical Action Plans or contact the office. Once completed please return it to the office along with any required medication (eg Ventolin, EpiPen)..

Please keep a note of the expiry date.

Short Term

Should your child be required to take short term medication such as an antibiotic, you will need to complete the 'Request for school person to administer medication form' and supply the medication in the correct dosage. The form can be accessed on our website.

Under no circumstances should medication be left in your child's school bag or lunch container.

Parents & Friends (P&F)

St Luke's is blessed to have an active P&F that are very supportive of school initiatives and fundraising. The P&F meet regularly throughout the term, have a Facebook page and release a regular newsletter. Further information about the P&F is available on the school website: <http://www.stlukeswoodvale.wa.edu.au/>

P&F Parent Representatives

Each year level has a parent representative who volunteer their time and assist with:

- Collating parent contact lists.
- Introducing new parents to existing parent groups.
- Organising parent social gatherings.
- Organising a class P&F fundraising event (and attending P&F meetings).
- Liaising with and supporting the teacher and assistants.

Parent Involvement

We value parents being involved in the children's learning and encourage you to support us in the classroom. Once we have settled into the school year, we will have a parent roster available to indicate when you can assist.

Please remember that what happens in the classroom is confidential, and we ask that parent helpers are mindful of our Code of Conduct, which can be found on the school website.

Parking

Kindy classes finish at 2:30pm and the rest of the school at 2:55pm.

Children collected from the drive-through area near the church will be delivered at 2:30pm. If you would prefer to collect your child from the classroom, you can park your car and collect them from the door.

You are welcome to utilise the lower car park for morning drop-offs, but we would like to point out that the car park in front of the Church is reserved for the elderly and disabled.

Religious Education

Our Religious Education curriculum is taken from the document, *Let the Children Come to Me*. Religious Education in the early years aims to provide students with the opportunity to...

Discover God in people and creation

Draw on human experiences of God

Know Jesus

Live like Jesus

School Fees

A copy of the current school fees can be located on our website. School fee statements are emailed twice a year. Arranging a direct debit is encouraged at the beginning of the year for convenience.

If you are the holder of a Health Care Card issued by Centrelink, please make sure you supply a copy to administration at the beginning of the year.

To view the school fee policy outlined by CEWA please visit our website.

Screening Programs

SPEECH AND LANGUAGE SCREENING

All Kindergarten children have a speech screening by Fremantle Speech. They will develop a profile of each child's speech and language skills. In addition, they will be working with your child's class teacher to outline strategies that can support and assist with the children's language development.

OCCUPATIONAL THERAPY SCREENING

Kidz Occupational Therapy will provide this service. At the conclusion of the screening process, parents will receive a summary of their child's report. This information will also be used to inform teacher planning and support for children in their development.

In the event your child requires follow up therapy with an external agency, this will be at the cost to the parent but can be offered at school.

The cost of screening for both OT & Speech screening is included in your child's school fees. If your child is already receiving Speech or OT services, please provide the office with a copy of your last report from your child's current specialist.

School Contact Information

Should you need to contact the school please either call or email.

Phone 9306 6600 (Administration)
Email: admin@stlukeswoodvale.wa.edu.au
Website www.stlukeswoodvale.wa.edu.au
Office Hours 8:00am – 3:30pm

St Luke's Rainbow Values

INCLUSIVENESS - everyone belongs
FORGIVENESS - everyone makes mistakes
SERVICE - use your power well
ATTENTIVENESS - see God in every moment
COURAGE - stand up for what is right
LOYALTY - speak well of others
PERSONAL BEST - let your light shine

Teacher Meetings

At the end of Term 1 the school holds Parent/Teacher Interviews, so you can meet with your child's teacher to discuss their progress. Details of these events will be made available closer to the date.

If you have any queries in the meantime, please feel free to meet with your child's classroom teacher at a mutually convenient time.

Things We Need

The list below gives you some ideas of donations we love:

Buttons	Beads	Ceramic tiles	Measuring cups
Light switches	Pegs	Straw	Laminex pieces
Bubble wrap	Boxes	Round dowelling	Small stones
Spray can tops	Feathers	Ceramic tiles	Leather scraps
Toothpaste tops	String	Light switches	Confetti
Lace	Netting	Bubble wrap	Envelopes
Artificial flowers	Carpet scraps	Material pieces	Boxes
Patty pans	Bolts & screws	Foam	sheeting scraps
Wrapping paper	Felt pieces	Scraps of vinyl	corks

Wellness Dog

Here at St Luke's, we have a wellness dog named "Lulu". It is recognised that the benefits of a wellness dog can help reduce anxiety, improve school attendance, help students to gain confidence and enhance relationships with peers and teachers.

As our student's safety and wellbeing is our highest priority, if you have any concerns. Please notify your child's teacher.

We ask that parents do not bring pets into the school grounds unless invited by teachers under special circumstances. Parents who walk their pets to and from school should prearrange with their child a meeting place just outside the school grounds.

