

**St Luke's School**

**Woodvale**

**Pre-Kindy**

**Information Booklet**

*Learn, Love and Serve*

## **WELCOME**

We extend a very warm welcome to all the children and families starting at St Luke's Pre-Kindy 2021.

We look forward to working together with your family as a team to provide the best learning environment for your child. Our Pre-Kindy program introduces children and their families to the school setting and sets the foundation for future learning. We look forward to having lots of fun together!

Please refer to our website for up-to-date information regarding pupil free days and special events.  
[stlukeswoodvale.wa.edu.au](http://stlukeswoodvale.wa.edu.au)

## **2022 STAFF**

**Mrs Erin Lister**  
**Early Childhood Teacher**



**Mrs Lesley Rocchiccioli**  
**Early Childhood  
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## Aims Of the Program

### The Pre-Kindy program aims to:

- provide an environment supportive of the Catholic ethos which acknowledges the innate spirituality of every child, fosters the child's ability to wonder, experience awe, overcome difficulties, love others, and reflect, God, their creator
- provide a happy, stimulating, and supportive environment where all children feel welcome, secure and valued
- cater for a wide range of developmental abilities and interests allowing children to develop to their full potential
- emphasise learning as an interaction process. The child interacting with the environment, through a balance of teacher initiated or directed activities, free play and discovery learning
- encourage children to become self-reliant and to be able to make choices
- develop in the children the ability to communicate verbally and non-verbally their thoughts, ideas, and feelings.

## What Is Pre-Kindy?

Pre-Kindy is an educational program for children aged three years. Play is the instrument for teaching and learning in our program. It can be both spontaneous and planned.

### Types of play include:

- Sensory
- Construction/deconstruction
- Dramatic
- Exploratory
- Manipulative
- Physically active
- Creative



### There are four stages of play:

- **Solitary** – a child at this stage plays alone and does not join the play of other children. They may observe another child's behaviour.
- **Parallel** – more than one child will play alongside another but not with each other. They play with similar equipment but do not join in each other's play at this stage.
- **Associative** – more than one child will play with the same type of equipment and communicate during this play, however, they do not play together.
- **Cooperative** – more than one child will play together for a common goal or purpose.

Three-year-old children spend a significant proportion of their day involved in solitary play and parallel play as they begin to explore playing with other children and to cooperate and share. We encourage all kinds of play in our program.

The Pre-Kindy program is developmentally appropriate. This means that the child's ongoing developmental needs are met. Teachers facilitate meaningful learning by planning appropriate experiences based on their observations and conversations with the children. Teachers stimulate and support children's learning by challenging their thinking, offering additional material resources, modelling reflection and asking children to elaborate on their understandings.

The Pre-Kindy program will place special emphasis on:

- skills (social, emotional, language, cognitive, creative and physical)
- formation of friendships
- children's interests
- creative expression
- sensory experiences
- experimentation

The teachers will create a caring, safe and stimulating environment that will nurture your child's disposition to wonder, explore and construct meaning about the world.

### **What Are We Learning In The Learning Centres?**

Learning Centres are physical spaces in our classroom that focus on catering for our children's different interests and skills. These spaces provide opportunities for open-ended play and learning experiences and are regularly adapted to enhance the interests, skills and learning journeys of our children.

Please be aware that it is the process of play and not the end product that is vital in a child's growth and development.

Examples of learning that may take place in the process of play are:

#### **Dramatic Play Centre (Home Corner)**

- Exploring roles
- To BELONG
- Be flexible in their thinking
- Sort and organise things
- Decision making
- Carry out ideas with the cooperation of others

#### **Block/Construction Centre**

- Concepts of shape, size, length, location, space and angles
- Create and repeat patterns
- Cooperate with others and solve problems
- Classify, count, balance, sequence
- Develop hand eye coordination

#### **Sand/Water Centre**

- Hand eye coordination
- Floating and sinking
- Capacity of different size containers
- Planning and building
- Tactile awareness

#### **Art Centre**

- Express imagination and creativity
- Develop fine motor skills
- Concepts of colour of shape



## Music

- Rhythm, rhyme and beat
- Gross motor skills such as jumping, running, skipping
- Enjoyment of movement/actions
- Memory

## Science/Maths Centre

- Appreciate nature
- Notice details and likenesses and differences in objects
- Concepts of colour, size and shape
- Numerical concepts of more than and less than
- Mathematics and science vocabulary
- Counting and grouping
- Pattern
- Measurement concepts



## Play dough/Clay

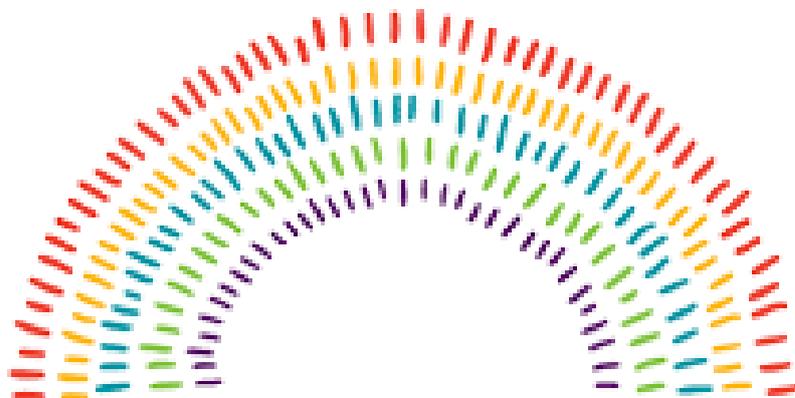
- Strengthen fingers, hands and wrists
- Develop social skills
- Allows children to experiment with vocabulary
- Foster children's imagination
- Allow for creativity
- Develops self-esteem – there is no right or wrong. Each child is able to have mastery over their environment
- Releases tension – squeezing, pinching and poking are all acceptable with play dough

## Reading Centre

- Make-believe and imagination
- Listen, concentrate and remember
- Awareness of concepts of print
- Reading for enjoyment
- Comfortable and relaxing experience

## Writing/Drawing Centre

- Creative expression
- Cutting skills
- Fine motor skills
- Communicate ideas



- Rainbow of possibilities -

## GENERAL INFORMATION

### WHO MAY ATTEND

Children have to be three years of age to participate in the program.

### SESSION TIMES

Pre-Kindy sessions run on Thursdays and Fridays 8.35am–2:30pm. There is an option to attend one day or both days. Classroom doors open at 8.25am.

### WHAT TO BRING

1. A **bag** large enough to carry all necessary items.
2. A **hat** for outdoor play. Please note that the school has a **"NO HAT, SHADE PLAY"** policy.
3. **SUNSAFE:** Please ensure you apply sunscreen during the warmer months of the year before your child comes to school. Each classroom has a supply of sunscreen which your child is encouraged to reapply at lunchtimes. Should your child require a specific brand, please supply this to the class teacher.
4. A **healthy morning tea and lunch**. Please pack morning tea in a small separate container to lunch.
5. A **drink bottle** of **WATER ONLY** so children can help themselves to a drink throughout the day.
6. 2x **spare changes of clothes** (suited to the season) in a plastic bag in your child's school bag to allow us to attend to accidents or spills. All belongings need to be clearly labelled with your child's name.
7. We strongly encourage all families to begin toilet training prior to your child commencing Pre-Kindy.

**PLEASE ENSURE THAT ALL ITEMS BELONGING TO YOUR CHILD ARE LABELLED WITH THEIR NAME.**

### WHAT TO WEAR

Children need to wear comfortable play clothes to Pre-Kindy that can get messy and that are easy to manage for quick dashes to the toilet. Please send your children in shoes that they can take off and put on by themselves. Even though the uniform is optional, a Pre-Kindy-T-shirt, hat, shorts and school bag are available for purchase from our uniform provider, Tudor Uniforms.



## **PERSONAL BELONGINGS**

Please do not bring toys or personal belongings to Pre-Kindy as items that get lost or broken often cause the children undue stress.

## **SETTLING IN**

One of the first things your child needs to learn is how to be away from his/her parents or primary caregiver. Children love coming to Pre-Kindy, however there may be an initial period of adjustment which will be different for each child. It is very important that each child feels happy and comfortable in the environment. The staff will work closely with parents/caregivers to ensure each child is given the best chance to settle in at their own pace.

## **PREPARATION**

You can help prepare your child for Pre-Kindy by:

- Driving past school and pointing out the playground and buildings
- Celebrate preparations for school such as their new bag or lunchbox
- Play 'schools' and have a lunch box picnic
- Practise how to carry their bag, open containers, blow nose and how to put on and take off shoes
- Practise toileting and wiping themselves.

## **ARRIVAL/DISMISSAL PROCEDURES**

Welcome Sessions run from 8.25am-8.50am. This time is important for children to settle in and make the transition from home to school. We invite you to come in and complete some activities with your child such as puzzles, fine motor activities or reading a book together. We appreciate that parents themselves are the most important educator that a child can have, and we invite you to take this opportunity to participate in their school learning.

You can also take this opportunity to:

- view our activities
- interact with the other educators and parents in the classroom

When it is time to leave, we encourage you to say a quick goodbye and reassure your child that you will be back later to collect them. There may be a few tears at first or your child may cling to you. This is common and most children settle down quickly when Mum and/or Dad have left. Remember to be calm, confident and reassure your child. Direct your child to a staff member, say goodbye and promptly leave. It is important to be consistent and leave once you say goodbye rather than returning for more hugs and kisses as this prolongs the separation process and can make your child more anxious. We will play music after the parents leave to avoid distress. We will let you know if your child is finding the separation difficult, and if necessary, a long-term plan will be put into place to assist with this.

Please be punctual in collecting your child at 2.30pm to avoid anxiety and stress at the end of their day. Please wait outside the classroom on the **Kindy playground side** and your child will be dismissed to you. We are unable to dismiss a child to an unauthorized person so please inform the teacher if your child is to be collected by another adult. There is a diary on the table outside the classroom for you to write in if family members/friends will be collecting your child for you.

## **PARKING**

The Pre-Kindy classes finish at 2.30pm and the rest of the school at 2.55pm.

Please utilise parking located on the east side of Duffy Terrace, along Parkside Ramble or in the upper carpark close to Whitfords Avenue and collect them from 2.30pm.

You are welcome to utilise the main car park for morning drop-offs; the car park in front of the Church is reserved for the elderly and disabled. Please only utilise ACROD bays if you are in possession of an ACROD permit.

Your assistance with this is greatly appreciated.

## **BIRTHDAYS**

We welcome the celebration of your child's special day. Feel free to send in something small for your child to share with their classmates (cupcakes are preferable). Please keep in mind to send something that does not contain any nuts. ***If your child has allergies, could you please supply an alternative treat that is "safe" for your child to eat that can be stored in the classroom.***

## **COMMUNICATION**

We will keep you informed about our Pre-Kindy program through the **Seesaw** app. Each family will be invited by the teacher through email to join the Seesaw group as your child begins the program. Teachers will send notes/ work/photos and other information regarding the program through this medium, so please ensure you check the App regularly.

The Pre-Kindy teachers can be contacted directly via email on a Thursday and Friday, and we will respond within 24 hours. Please contact the school office from Monday – Wednesday with any urgent matters.

## **PARENT INVOLVEMENT**

As the children are very young and still adjusting to being away from their parents, we will evaluate the need for a Parent Roster based on the needs of the group. If the children are settled and confident with leaving their parents, we may introduce a Parent Roster for Term Four from 8.35-10am. This will be advised during the year.

Please remember that what happens in the classroom is **confidential** and we ask that parent helpers support this **school policy now known as the 'Code of Conduct'**. All children are unique in their development and sometimes require different strategies and support. We ask that parents respect the rights of children as individuals.

## ADMINISTRATION

Please notify the school should you change your contact details such as mobile/work/home telephone numbers, addresses, places of employment or changes to the Emergency Contact.

## ABSENCES

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:

- <https://www.stlukeswoodvale.wa.edu.au/> Follow the Quicklink Absentee icon and complete the form.
- Call 9306 6600 and follow the prompts
- Email [admin@stlukeswoodvale.wa.edu.au](mailto:admin@stlukeswoodvale.wa.edu.au)



## CODE OF CONDUCT

Code of Conduct establishes minimum standards of conduct in all behaviour and decision making to ensure the safety and wellbeing of all members within the CEWA community. The Code of Conduct also shows us how as a community our behaviours are a collective work that each day builds social justice into the life of our schools.

Catholic Education Western Australia has developed the Code of Conduct for the Catholic system. The Code of Conduct applies to all staff, parents, students, and volunteers connected to a school. All members of the St Luke's school community are expected to commit to the Code of Conduct and observe its principles. To view the Code of Conduct policy please visit our website.

## ILLNESS AND INFECTIOUS DISEASE

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

You will be contacted and asked to collect your child should they suffer any of the following symptoms without medical consent:

- Ear/Eye discharge
- Abnormal temperature
- Infected sores
- Diarrhoea / vomiting
- Any communicable disease (eg: chicken pox or measles)

## MEDICAL CONDITIONS

### Ongoing Medication

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 to the office along with any required medication (eg Ventolin, EpiPen etc). **Please keep a note of the expiry date.**

### Short Term Medication

Should your child be required to take short term medication such as Antibiotics you will need to complete the 'Request for school person to administer medication form' and supply the medication in a webster pack containing the correct dosage.

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

### **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 student stress, anxiety and improve school attendance, help students to gain confidence and enhance relationships with peers and teachers to develop a sense of belonging within our community.

As our student's safety and wellbeing is our highest priority, if you have any concerns, whether your child has an allergy or scared, please notify your child's classroom teacher. Practices have been implemented to help alleviate any risk to students.

Due to this, 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.



***We look forward to welcoming your child and family  
into our Pre-Kindy Program***