

# Ready...set...Prep!

Getting ready for the first weeks of school



Dear Prep Parents and Carers,

Welcome to Prep at Carlton North Primary School, known locally as Lee Street. We are looking forward to working with you and your child next year.

Beginning school is an important milestone in your child's life. There will be many new routines and activities to get used to, for both you and your child. We hope this information helps to answer any questions you might have about the practicalities of starting school, how to ensure your child has a successful transition into school, and what to expect in the first few weeks.

The school grounds will be open over the holiday period, and we encourage you to visit the school with your child to encourage a sense of ownership and confidence about the open spaces of the playground.

For more general information about the school, such as school uniforms, health and safety, and the Out of School Hours Care Program, please see the 'Starting School at Carlton North Primary School' booklet – a copy will be emailed to you, and it is also available on the school website - <http://www.carltonnthps.vic.edu.au/>

If you have any questions, please don't hesitate to contact us.

Best wishes,

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## 2016 Term Dates

Term	Dates
Term 1	Wednesday 27 January to Thursday 24 March Grade 1-6 students commence Thursday 28 January Prep students commence Friday 29 January
Term 2	Monday 11 April to Friday 24 June
Term 3	Monday 11 July to Friday 16 September
Term 4	Monday 3 October to Tuesday 20 December

## The first day – Friday 29<sup>th</sup> January, 2016

To ensure that your child receives more individual attention when starting school, entry to the class will be staggered the first day of school. Information regarding your child's class, teacher, Prep Entry Assessment appointment (see below), and your child's allocated starting time will be mailed to you in December.

Please take your child to their classroom where the class teacher will welcome you. Once your child is engaged in an activity, you are invited to join other parents for morning tea in the staffroom. Leaving after this, without returning to the classroom, will allow your child to settle in. Be assured we will contact you during the day should it be necessary.

Prep students will finish at 2:30pm on the first day.

## The first month at school

From Monday 1st February Prep students will attend school from **9.00am to 3.30pm**.

**Prep students will not attend school on the first 4 Wednesdays of the school year.**

This day is set aside for parents to bring their child to school, at a given time, so that students may be given the Prep Entry Assessment which all Prep students undergo in Victorian State schools. There is no need to prepare for this assessment; it is simply to inform us of their teaching needs, and for us to spend some one-on-one time with your child. Your appointment date and time will be sent to you in December.

## Stationery

You will need to supply the following items, which should be brought to school on the first day:

- A clearly named art smock
- A clearly named 500ml capacity plastic box with a lid (Tupperware or similar)
- One box of tissues

A home reading bag, all drawing and writing materials, and all books your child will use will be supplied by the school.

## Clothing and hats

Students MUST have a broad-brimmed hat (school hats are available from the school office) which will remain at school in the classroom. A change of clothes in their bag is recommended.

***Please ensure that all items your child brings to school are clearly named.***

## School Readiness

By the time children start school they should be willing and able to show that they can:

- take care of their own belongings and school property;
- eat independently, including managing their own lunch box and packaging;
- follow simple directions;
- use the toilets independently;
- dress and undress themselves, and recognise their own clothing;
- do up their own shoes;
- be aware of personal hygiene, including washing their hands and using a handkerchief;
- be responsible for packing up after themselves;
- recognise their name in print;
- confidently seek assistance when they need it; and
- pack and unpack their own bag.

## Daily Routine

There will be a whiteboard out of the front of each Prep room which is updated daily with reminders and daily activities. Please check this each morning. There will also be a number of tubs by the whiteboard. When you arrive at school, please get your child to unpack their bag and place their home reading bag and drink bottle in the marked tubs, and then leave their bag lined up outside the classroom. Later in the term there will also be tubs

for lunch orders, library bags and homework. We recommend you arrive at 8:50 to allow your child time to unpack and have a short play before school commences at 9am.

## Home reading

During the first week of school your child will bring home their first take home reading book, along with a reading log book. We recommend daily reading with a parent or carer, and we encourage you to read the book with your child, or help them to read it to you. The books will be changed each day, initially by the teachers, and then by the students, with support from parent reading helpers. A training session for parent helpers will be conducted in Term 1, and then we will ask for available parents to put their name down for reading between 9 and 10am each morning. There will also be a Prep information evening early in Term 1 which will explain our Home Reading Program in more detail.

## Communication

During the first few weeks of school there will be a lot of new information and routines. Much of this information will come home as a note in their home reading bag. Please check your child's home reading bag each night and respond to notes by the due date. Notes requiring a signature or other information can be returned to us via the home reading bag.

We strongly encourage all families to join **Konnective**. This is a free app you install on your phone, and it allows us to quickly communicate with Prep families, similarly to a text message. We use Konnective to:

- send photos and information about activities we have done at school so you can discuss the day with your child;
- give you updates from excursions; and
- send reminders, 'This week in Prep' information, and notes, minimising the need for paper, and ensuring you get timely updates.

You should have already received an invitation and instructions from Konnective via the email address(es) you supplied on enrolment. If you have not received the invitation, please check your junk mail, or let us know and we will re-submit the invitation.

## Buddies

Prep students are paired up with 'buddies' from Year 6 during the Transition Program. When they begin school their buddy will support them in the school yard (when needed) and occasionally pair up with them for curriculum activities.

## Eating

Your child's lunchbox should contain a snack and a lunch. We are not able to heat or chill food, and if they require a spoon, this should be supplied with their lunch. We encourage 'nude food' (minimal or no wrappers). Please do not pack more food than your child would normally eat, as too much choice can be overwhelming. Students eat their lunch inside during supervised eating time. We will assist them with opening containers if necessary, and will encourage them to use scissors to cut open packets. Students should also bring a water bottle each day. If needed, they can re-fill it from drink taps around the school.

## Anaphylaxis Management Policy

Sharing of lunchbox food between all children is actively discouraged.

As part of our Anaphylaxis Management Policy nuts are not to be brought into the school in any form. This includes

- Nuts, including peanuts, almonds, cashews, pine nuts, hazelnuts, walnuts, brazil nuts, pecans or any other type of nut
- Spreads such as Peanut Butter, other nut butters, pestos and peanut oil.
- Dried fruit is permitted but not dried fruit and nut boxes or Muesli bars containing nuts
- Biscuits or other cakes containing nuts, including flourless cakes with almond meal.
- Nutella and other choc/nut spreads

Products labelled "may contain nuts" are permitted, however children with nut allergy should not eat them.

Your cooperation is much appreciated. For more information please contact the office for a copy of the CNPS Anaphylaxis Management Policy

## Toileting

Please ensure your child goes to the toilet before school starts. We will take them as a group to the toilet once or twice a day during class time initially, and then if they need to go during other times, they will be sent with a classmate. We will encourage them throughout the year to remember to use the toilet at recess and lunch to minimise disruption during class time.