



# Kindergarten Parent Information Night 2020

We are excited about having the pleasure of working with you and your child this year. We hope that it will be an amazing year filled with lots of discovery, creativity, fun and laughter.



Dear Kindy Families,

We have had an amazing start to Kindy. The children have settled in well. Thank you for your support in kissing goodbye and leaving quickly!

Please find below some information to help you and your child settle into our class. Should you have any questions at all, please feel free to come and ask us.

### **Staff and contact details**

**Principal:** Mr Michael O'Dwyer

**Assistant Principal:** Mrs Jenny Gorman

**Kindy Teacher:** Mrs Robyn Trewren

**Kindy Education Assistant:** Mrs Silvana Vitale and Miss Mia Catalano

**Administration Staff:** Mrs Heather Brown and Mrs Kathy Dwyer

**School Contact Number:** 9782 6500

**School Email:** [admin@stjoeswaroona.wa.edu.au](mailto:admin@stjoeswaroona.wa.edu.au)

### **SESSION TIMES**

The Kindy programme runs three full days a week. The times for each day are-

Monday- 8:40am- 2.00pm

Tuesday- 8:40am- 3.00pm

Thursday- 8:40am- 3.00pm



## **Communication Book/SeeSaw App**

Inside, at the entry of the classroom door, you will find a Communication Book. Please write in the book:

- if your child is being picked up by someone other than yourself;
- if it is an ongoing arrangement, the time period it will apply for; and
- please sign the entry;

You may also choose to advise us via the SeeSaw App, which we hope to have operational by week three. We will advise how you are able to access this App and forward any relevant permissions for this to you soon.

## **Communication Board**

On the Communication Board, outside the classroom you will find:

- A washing roster - Each child will have a turn at taking the washing home. Please feel free to swap with someone if your turn does not suit; and
- A parent help roster, which will begin in Week Six. You are your child's first teacher and your child will always learn from you. We really appreciate your help and would love it if you could join us in Kindy from 8.40 to 10.00 in the morning. Please note that when you are on parent help you will need to sign in and obtain a visitor's pass from Heather in the front office. We also encourage you to volunteer your skills and time to the school in any way that you are able, such as busy bees, social functions and fundraising.

On the Communication Board inside the classroom you will find information regarding our daily timetable and programme.

## **Teacher Meeting**

If you have any queries, concerns or information regarding your child's well-being, please do not hesitate to speak with the Kindy teachers. Teachers are available for a quick chat before or after school for parents to share information with us. However, if you need a longer meeting, we will make an appointment at a mutually convenient time.

## **Morning Routine**

We have been amazed by how well the children have been recognizing their names on their bags, water bottle and trays. Thank you for packing spare clothes for the children. We have placed them in their trays and will keep them at school to use as needed. We will let you know at the end of the day if there have been any accidents.

Your child's clipboard will be coming home each day with any relevant notes for you. Would you please return this to school each day and place it into the container when you come into class.

When you enter the class would you also please place your child's water bottle and crunch and sip into the relevant containers. We ask that you encourage your child's independence to complete these tasks.

We would love you to stay and interact with your child in the classroom until we ring the bell at 8.50. Each day we will choose a child to ring the bell for us.

### **Illness, Medication and Allergies**

Please do not send your child to school if they are feeling unwell. It is better for them to stay home and recover so they are feeling better as soon as possible. If your child becomes unwell at school, you will be notified. We ask that you notify the school by 9am if your child is absent. Kindy staff are not permitted to administer medication without a written permission slip to be filled out at Admin. All medication will be administered by Admin staff.

Please let us know of any allergies or medical concerns, so that a Medical Action Plan for your child can be put in place.

When your child returns to school, an absentee note must be given to the teacher as it is a legal requirement. Emails to the admin team are adequate to cover this requirement. Please note that a verbal explanation is welcome, however, it does not cover the written requirement.

### **Early Intervention**

#### **Term 1-**

- Early Years Speech Screen Assessment (Parent Information Note Attached)
- Teacher/ Parent Interviews

Parents will be notified of any concerns and if necessary, referrals made (with parent consent) to appropriate professionals (Speech Pathologist, Occupational Therapist or Pediatrician)

#### **Term 2-**

- Portfolio

#### **Term 3-**

- Learning Journey Evening

#### **Term 4-**

- Formal report



### **Behaviour Management**

In Kindy we use “Wow” and “Whoops” bears to encourage positive behaviour. The bears are designed to encourage the children to reflect on their behaviour and progress through as necessary to a number three on the head. A three on the “Wow” bear results in a reward from the class prize box and a three on the “Whoops” bear results in the child being placed in a chair within the classroom for some thinking time.

Should we have any concerns regarding your child’s behaviour we will discuss them with you.

### **Child Information Sheet**

We will be sending home a Child Information Sheet. Would you please complete this sheet and return it to school as soon as possible, as it will help us to get to know your child and program our learning activities according to their interests.

We look forward to a wonderful year together!

Kind regards,  
Robyn Trewren, Silvana Vitale and Mia Catalano

