



Learning Together Every Day

Hammond Park

PRIMARY SCHOOL



Kindergarten Parent Information Booklet 2022

10 Eucalyptus Drive
Hammond Park WA 6164
Phone: 08 9494 3200
www.hammondparkps.wa.edu.au

Welcome from the Principal

Dear parents and caregivers

It is with pleasure that I warmly welcome our newest students – our 2022 Kindy students to Hammond Park Primary School!

We are devoted to providing your child/children with a learning environment that nurtures and supports them as they begin this important first year of their learning journey.

We look forward to working in partnership with you, to make 2022 a special year for us all!

Mrs Jennifer Lee
Principal



OUR VALUES

Our school motto is Learning Together Every Day. It encompasses our commitment to establishing a collaborative learning environment where students can be the best they can be. Our school is a safe, respectful and joyful place to be.

We are committed to building genuine partnerships with the community and establishing positive relationships with children and their families.

We have high social and academic expectations for all students. We work together to achieve our goal that students become lifelong learners.

Teachers at HPPS are effective teachers. They engage in professional dialogue, share best practice and professional learning that is anchored to their daily work and is part of the culture of our school. The very essence of our learning community is a focus on and a commitment to the learning of each student.

Days of Attendance

Your child will attend the Kindergarten program for the equivalent of 15 hours per week. This is in line with the National Partnership Agreement on Early Childhood Education.

The model for provision is outlined in the table below:

Week	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1 (Odd weeks)	Kangaroos Possums Bandicoots Quendas	Kangaroos Possums Bandicoots Quendas	Kangaroos Possums Bandicoots Quendas	Bilbies Numbats Wallabies Echidnas	Bilbies Numbats Wallabies Echidnas
Week 2 (Even weeks)	Kangaroos Possums Bandicoots Quendas	Kangaroos Possums Bandicoots Quendas	Bilbies Numbats Wallabies Echidnas	Bilbies Numbats Wallabies Echidnas	Bilbies Numbats Wallabies Echidnas

Term 1 2022 commences on Monday 31 January 2022 for Kangaroos, Possums, Bandicoots and Quendas.

Term 1 2022 commences on Thursday 3 February 2022 for Numbats, Wallabies, Echidnas and Bilbies.

Students will commence full days from week 1. If you feel your child requires extra support to transition to full days please talk to the class teacher at the start of the term.

Term Dates 2022

All term dates for the current and future years are available on the Department of Education website: <https://www.education.wa.edu.au/future-term-dates>

Term 1: Monday 31 January – Friday 8 April

Term 2: Wednesday 27 April - Friday 1 July

Term 3: Monday 18 July - Friday 23 September

Term 4: Tuesday 11 October - Thursday 15 December

Daily Timetable

Kindergarten start and finish times are different to the remainder of the school. A handbell is used to signal the start of the day and end of break times.

Before school parents are invited to read the Morning Message board outside of their classroom with their child.

8:30am Kindergarten classroom doors open for morning routines.
Parents are welcome to stay with their child until the bell rings.

8:40am Kindergarten start time

10:20am Morning recess

12:20pm Lunch

2:50pm Kindergarten finish time

Please ensure your child is picked up promptly at 2:50pm to avoid unnecessary stress on their behalf.

Please note, students are **not** allowed to play on equipment **before or after** school due to safety reasons.

Teddy Bears Picnic

17 November 2021 for Kangaroos, Possums, Bandicoots and Quendas (Monday/ Tuesday Groups).

24 November 2021 for Numbats, Wallabies, Echidnas and Bilbies (Thursday/ Friday groups).

This an opportunity to come to school to find the classrooms, complete some activities and meet some of the teachers, staff and other students.

Absences

When a child is unable to attend, legislation requires that parents/caregivers advise the school of the reason for the absence of their child. Kindergarten is a pre-compulsory year of schooling; however, we still require notification of absences.

The school can be notified through MESSAGE YOU: 0437 780 341.

If the school has not received written, phone or text notification that your child is absent by 10.00am you will receive a text message from the school, reminding you to let them know the reason for the absence.

If you arrive after 8:40am parents or caregivers are required to sign students in at the administration office and obtain a late pass.

Parents or caregivers collecting students prior to the end of the school day are required to sign student/s out and receive a leave pass from the administration office before collecting the students from the classroom.

If someone other than the parents are picking up your child, please notify the classroom teachers.

What happens at Kindergarten?

The Early Childhood years are an important time in the development of children's skills, knowledge and understandings. It is the time when children learn about school routines, how to actively participate in learning and how to interact with others in a variety of situations.

Best teaching practice indicates a careful balance of formal and informal learning provides the highest outcomes for children.

At Hammond Park Primary School, your child will be learning in a play-based environment that is carefully structured and planned to allow for academic learning in English and Mathematics, and the development of physical and social skills.

Guided by our school's Play Philosophy, Early Years Learning Framework and Kindergarten Guidelines teachers provide engaging, challenging and supportive learning programs that provide all children the opportunity to learn.



Students are encouraged to explore, discover, improvise, create, question, discuss and construct. Some activities your child may participate in include:

- designing and creating
- dressing up
- making collages
- listening to and playing music
- building
- using technology e.g. iPads, Code-A-Pillar
- exploring with playdough, blocks, sand and water
- painting and drawing
- completing puzzles
- cooking
- reading books and storytelling
- caring for the chickens, growing plants



Play-Based Learning At Hammond Park PS

Our **vision** is to equip students with the necessary skills to become confident, independent and inquisitive learners.

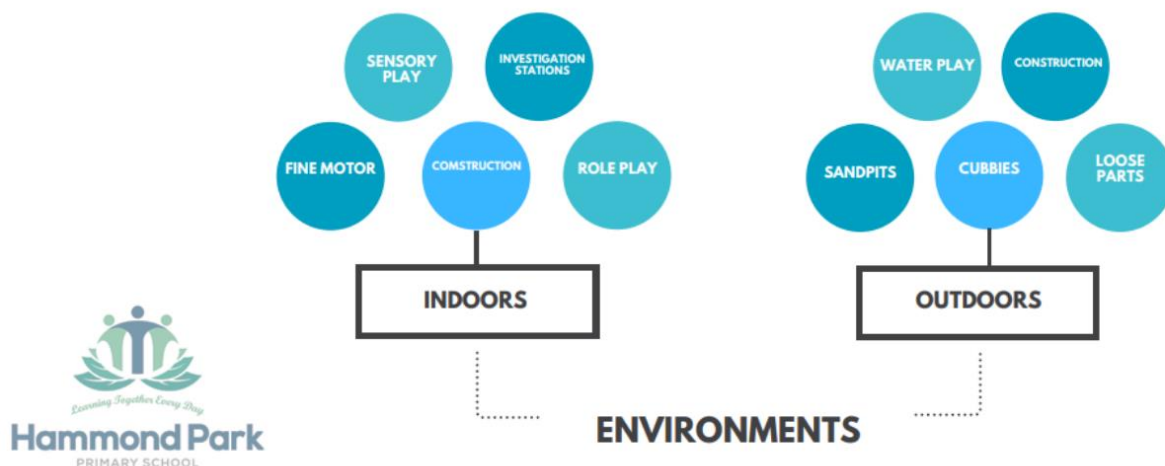
We **believe** balanced play-based experiences support student's social, emotional and physical development.

We **value** the importance of play throughout K-2 and acknowledge that play-based learning will look different in every classroom.

We **believe** students should be given the opportunity to co-construct their learning, work collaboratively and embrace the school's philosophy of 'Learning Together Every Day'.

We **understand** the importance of providing interactive, engaging, flexible and supportive learning experiences through our outdoor and indoor environments.

We **guide** our planning of play-based learning in K-2 by using the Western Australian Curriculum, Kindergarten Curriculum Guidelines, National Quality Standards and Early Years Learning Framework.



English as an Additional Language

Hammond Park is a thriving community that is represented by people from all over the world. We are proud to have a multitude of cultures at our school and we appreciate the skills and diversity everyone brings to our community.

If your child speaks any other language/s, it is important the school knows upon enrolment. We are then aware of the rich culture your family is bringing to our school as well as the need to cater for your child's additional language needs through visual prompts and short instructions. Students will be provided lots of opportunities to develop their oral language through play.

One of the greatest gifts we can pass on to children is language. The first language, learned at home, is extremely important and forms the foundation for all later language development. We would like to reiterate how important it is to **continue** to speak your family language(s) at home. Students with a sound knowledge of their first language will be able to transfer skills from one language to another. This will assist with your child's ability to develop their English language skills as well as their development of a positive self-identity and well-being.



Community Involvement

We understand Kindergarten is often the parents and caregivers first point of entry into a school community. Therefore, we believe it is important to foster positive relationships with our community as soon as possible. We understand many of you will be forging new friendships, meeting new people and embarking on a new journey together with your child.

We are always looking for parent/carer helpers in the classroom. In Kindergarten, this will commence in Term Two, to allow students to settle and adjust to their environment.



Parents & Citizens Association

The Parents and Citizens Association (P&C) provides a great opportunity for parents and community members to support the learning and infrastructure of the school through fundraising events. The role of the P&C is important. This group of parents and caregivers work together to support our school for the benefit of all students. The Annual General Meeting is held in February. Dates of meetings are published on the school communication app *Connect* and on our school website. The committee welcomes input from parents and community members.

Positive Behaviour Support (PBS)

We are a Positive Behaviour Support (PBS) school. PBS is a school-wide framework aimed at improving the academic and behavioural outcomes of all students. It works to establish a sustainable climate across the school in which appropriate behaviour is the norm. To achieve this goal, all teachers use whole-school proactive strategies and explicitly teach behavioural strategies in the classroom.

The school Behaviour Matrix is organised around four School Expectations:

We are RESPONSIBLE

We are RESPECTFUL

We are SAFE

We are LEARNERS



Students earn tokens for demonstrating our school expectations. These earn rewards for their factions.

Starting Term Two, a PBS Student of the Week will be selected from each Kindergarten class to recognise students who have demonstrated the PBS Expectations.

HAMMOND PARK PRIMARY SCHOOL EXPECTATIONS

	WE ARE RESPONSIBLE	WE ARE RESPECTFUL	WE ARE SAFE	WE ARE LEARNERS
All Areas	<p>Look after equipment</p> <p>Manage our behaviour and feelings in a positive way</p> <p>Wear our school uniform</p> <p>Be organised</p> 	<p>Demonstrate 'active listening'</p> <p>Use words to express our feelings</p> <p>Use our manners</p> <p>Show compassion towards others</p>	<p>Use equipment carefully and correctly</p> <p>Tidy up after ourselves</p> <p>Walk in the classroom</p> <p>Follow the class mat manners</p>	<p>Follow teacher instructions</p> <p>Show resilience</p> <p>Be the best you can be</p> <p>Have a growth mindset</p> <p>Work collaboratively</p>
Outside Areas	<p>Walk quietly around the school</p> <p>Deal with playground problems before returning to class</p> <p>Arrive on time after breaks</p> <p>Leave the school grounds promptly</p>	<p>Wait patiently for others to move</p> <p>Respect other's opinions</p> <p>Use appropriate language and volume levels</p> <p>Follow the duty teacher's instructions</p> <p>Share the space and equipment with others</p>	<p>Use the crosswalk correctly</p> <p>Stay in supervised areas</p> <p>Keep our hands and feet to ourselves</p> <p>Walk in front of our teacher in line</p> <p>Use equipment safely and correctly</p> <p>Follow the expectations of each playground</p> 	<p>Agree on the rules before starting games</p> <p>Respect other's opinions</p> <p>Follow the agreed rules</p> <p>Play cooperatively</p>
Eating Areas	<p>Use the canteen correctly</p> <p>Minimise packaging in lunchboxes</p> <p>Eat healthy food every day</p> <p>Each lunch in our classrooms</p>	<p>Respect other people's food choices</p> <p>Use our manners whilst eating</p> 	<p>Be allergy aware</p> <p>Eat our own lunch</p> <p>Finish our food outside our classrooms</p>	<p>Read the information on recycling bins</p> <p>Use the recycling bins and compost bins correctly</p> 
Toilets	<p>Use toilets correctly and quickly</p> <p>Leave toilets as soon as we have finished</p>	<p>Allow other's their privacy in the toilets</p> 	<p>Wash hands</p> <p>Use the Toilet Record sheet (Years One to Six)</p>	

School Uniform

We encourage all students to wear:

- School uniform
- A school hat
- Suitable footwear that your child can independently put on and take off as they are allowed to take their shoes off during the day
- Sunscreen (please apply before the school day)

School uniforms can be purchased from **Uniform Concepts**, 2/26 Solomon Road, Jandakot, Ph: 9270 4650.



Daily Requirements

Please send all stationery items (from the book list) in a plastic bag with your child's name on it. Please **only** label the portfolio and take home folder, all other stationery items **do not** need to be labelled. Some items will be sent home at the end of the year so they can be reused in Pre-primary (eg. take home folders).

Students require a library bag from Term Two.

Every day your child will need a large school bag containing:

- Container with student's Crunch & Sip (fruit and/or raw vegetables)
- Drink bottle filled with **water only**
- Morning tea – snack eg. fruit, vegetable sticks, cheese/crackers
- Lunch – sandwiches, salad wraps etc.

Please note teachers are not able to heat up student's recess/lunch

- Clearly labelled school hat
- Change of clothes (in case of a mishap or getting wet during water play)

Please label all items, including spare clothing

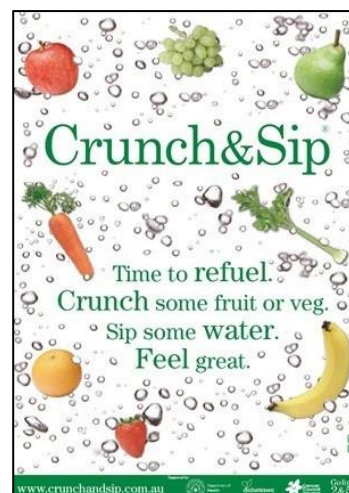
Please do not send toys from home, as they can easily get lost and this can cause distress to your child

At Hammond Park we follow the Department of Education's *Healthy Food and Drink Policy*.

Crunch & Sip

The Crunch & Sip program is an easy way to help kids stay healthy. It is a set break to eat fruit or vegetables during the day to give your child energy to improve mental performance and concentration in the classroom.

Please send fruit or vegetables in a clearly labelled container to eat during Crunch & Sip time.



School Canteen

The school canteen, *The Fabulous Food Factory* provides a lunch service on Mondays, Wednesdays, Thursdays and Fridays. The canteen menu is over 80% 'green' according to the *Department of Education's Healthy Food Guidelines* and the majority of food is made on premises. Menus are displayed next to the canteen and on the QuickCliq website. Orders can be placed over the counter or via <http://www.quickcliq.com.au>.

Our *Fabulous Food Factory* follows sustainable processes as part of our Waste Wise commitment. We use reusable containers, cups, sandwich wraps, stainless steel cutlery and paper straws.



Medical Conditions

If your child has a medical condition, it is important all appropriate medical forms are filled out during the enrolment process. If your child has a Medical Action Plan endorsed by a doctor, please provide a copy to the office before your child starts Kindergarten or as soon as possible. Please provide the office with any emergency medication your child requires, as outlined in their Medical Action Plan. It will be recorded and taken to the classroom.

If your child needs to have medication administered during school hours, an *Authority to Administer Medication form* will need to be completed at the front office.

We are an allergy friendly school. This means we don't have certain products available at the canteen and we request that parents avoid nut products in lunch boxes.



Toileting

When your child begins Kindergarten, we encourage them to go to the toilet independently.

This means your child is able to:

- Realise when they need to go to the toilet
- Pull down and pull up their pants
- Wipe their bottom and flush the toilet
- Wash their hands after using the toilet

Accidents do happen and the teaching staff are here to help. If your child does have an accident through the day, staff will assist them to change. If they are unable to clean themselves independently parents may be called to assist.

Social/Emotional

The first day of Kindergarten can be an anxious time for both you and your child. Preparing your child for Kindergarten by answering all their questions honestly and in as much detail as they can understand can help prevent potential anxieties.

Some tips to get your child ready for starting school in 2022:

- Read stories with your child about starting school.
- When going past the school talk to your child about how they will soon be going there, the exciting things they will do and the friends they will make.
- Acquaint your child with their written name so they can identify their name tags on their lunch box and belongings.
- Purchase and label a school hat, lunchbox, drink bottle and school bag.
- Teach your child self-help skills of; putting on shoes/socks, going to the toilet on their own, dressing/undressing outer garments (using zips or buttons) and opening/closing lunchbox, drink bottles and school bag.
- Explain that Mum, Dad, another family member or OSHClub will drop them off and pick them up when school finishes.

Books about Starting School

- Billy and the Big New School by Catherine and Laurence Anholt (Orchard Books)
- First Day by Margaret Wild and Kim Gamble (Allen & Unwin)
- I am Too Absolutely Small for School by Lauren Child (Orchard Books)
- Mr Ouchy's First Day by BG Hennessy and Paul Meisel (Putnam)
- Tom goes to Kindergarten by Margaret Wild and David Legge (ABC Books)
- When an Elephant Comes to School by Jan Ormerod (Lincoln)
- Who will go to School Today? by Karl Ruhmann and Miriam Monnier (North-South)



Useful Websites and Communication Apps:



Hammond Park Primary School website address:

<http://hammondparkps.wa.edu.au/>

Email address:

HammondPark.PS@education.wa.edu.au



Reporting absences please text 0437 780 341

Advise student name and reason for absence

Note: If the school is not made aware of an absence a text message will be sent to confirm.



To make school payments or pay for excursions/in school performances you can use the QKR! App.

It is available for free from the App Store or Play Store.



Our school uses *Connect* and the *Connect Now* App to communicate with our parent community.

We ask parents to install the free *Connect Now* App. It is available for free from the App Store or Play Store.

To access Connect you will be provided with a 'P' number and password from the Department of Education early in Term 1.

P&C



Hammond Park Primary School P&C Email:

hammondparkpac@gmail.com

Find the Hammond Park Primary School P&C on Facebook.



The Fabulous Food Factory's Email: canteenhpps@gmail.com

Find us on Facebook as the Fabulous Food Factory - Hammond Park PS.

Follow on Instagram: canteenhpps.



The Fabulous Food Factory (our canteen) has online ordering.

Go to quickcliq.com.au

This handbook is written to provide our families with information about how our school operates. If there is anything you do not understand, please ask us. We are happy to help.

We look forward to sharing this exciting and important journey with you.

