ADELONG PUBLIC SCHOOL

KINDERGARTEN
INFORMATION BOOKLET
# 2016 STAFF

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
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<tbody>
<tr>
<td><strong>PRINCIPAL</strong></td>
<td>Mr Peter Pilgrim</td>
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<tr>
<td><strong>CLASS TEACHERS</strong></td>
<td>Mrs Heidi Casey</td>
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<td></td>
<td>Mrs Cath Beattie</td>
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<td></td>
<td>Mrs Sue Hall</td>
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<td><strong>TEACHER LIBRARIAN</strong></td>
<td>Miss Jenna Mitchell</td>
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<td><strong>LEARNING SUPPORT TEACHER</strong></td>
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<td><strong>SCHOOL LEARNING SUPPORT OFFICERS</strong></td>
<td>Mrs Kadie McDonald</td>
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<td></td>
<td>Mrs Wendy Guldbransen</td>
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<tr>
<td><strong>ADMINISTRATIVE MANAGER</strong></td>
<td>Mrs Rosann McCormick</td>
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<tr>
<td><strong>ADMINISTRATIVE OFFICER</strong></td>
<td>Mrs Loren Curtis</td>
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<tr>
<td><strong>GENERAL ASSISTANT</strong></td>
<td>Mrs Trish Murray</td>
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<td><strong>CLEANER</strong></td>
<td>Mr Trish Murray</td>
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<td><strong>SCHOOL COUNSELLOR</strong></td>
<td>Mr Paul Wetherbee</td>
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<tr>
<td><strong>P&amp;C EXECUTIVE</strong></td>
<td>Mrs Elizabeth Smith (President)</td>
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<td>Mrs Lyndal Hannan (Secretary)</td>
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<td></td>
<td>Mrs Heli Akumaa (Treasurer)</td>
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<td><strong>CANTEEN MANAGER</strong></td>
<td>Mrs Kerrie McDonald</td>
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GENERAL INFORMATION

Adelong Public School is a positive and dynamic place of learning. It prides itself on its close links with its community to enable a rich range of learning experiences that cater for the diverse needs of our students.

At Adelong Public School, we offer a balanced education for the whole person; emotionally, socially, physically, morally and intellectually. Our range of subjects allows each student every opportunity to lay solid foundations for their future and to reach their individual potential.

In our classrooms, care and discipline are woven into the learning tasks. Students are assisted to achieve the highest possible standards in a secure and happy learning environment.

Our school has:
- an outstanding record of student achievement in literacy, numeracy, creative and practical arts and sport;
- a positive and supportive school learning environment;
- a productive and positive relationship with our parent body and community;
- zero tolerance to bullying; and
- high expectations in respect of student achievement and behaviour

The staff at Adelong Public School take pride in the delivery of quality educational programs, are committed to student wellbeing and continually strive for excellence in student outcomes.

THE KINDERGARTEN PROGRAM

Kindergarten is the first step in a child’s formal education which focuses on the interests and unique educational needs of young children. It lays the foundations for future learning and develops a child’s vital skills and knowledge in Key Learning Areas:

- English
- Mathematics
- Human Society and Its Environment (HSIE)
- History
- Science and Technology
- Personal Development, Health & Physical Education (PDHPE)
- Creative and Practical Arts

The Kindergarten Program develops a child’s skills in speaking, listening and interacting in meaningful and socially appropriate ways. Classroom activities are engaging and are designed to encourage hands on and active learning. At Adelong Public School we are committed to a safe, supportive and nurturing learning environment that is responsive to every child’s learning needs.
HANDY HINTS FOR KINDER PARENTS

Children are very tired in their first weeks of school. Be prepared for irritability or tears. Some children don't like to talk about school. Don't pressure them. Simple direct questions get more results than very open questions.

Although a child should be fully toilet trained before commencing school, the new routine may cause the occasional accident. A spare pair of pants put into the school bag is a good precaution.

In the weeks before they come to school a visit to the public toilet can help them adjust to the school toilet situation.

Make sure that your child's immunisation program is up to date. A certificate is required by the school.

Make sure that your child knows what to eat at recess and what to eat at lunch. If they have a canteen order make sure they know about it.

**Label everything** your child owns with a waterproof pen or sew on labels.

Discourage children taking toys to school. They can easily get lost or broken.

It's really helpful if your child knows how to tie shoelaces and can dress themselves.

If you are unsure about something, please contact the school. We are happy to help in any way.

WHAT YOUR CHILD NEEDS

- School bag – the backpack style is the best for posture
- Lunch box and plastic drink bottle
- Library bag – drawstring bag big enough for large books. Library Vinyl Bags are available from the office at a cost of $10.00 (GST inclusive)
- Home Reader bag – similar to library bag
- Paint shirt – one of dad’s old shirts or if you can sew, a smock with elastic in the sleeves and the neck
- Handkerchief or tissues
- Change of clothes for those accidents
ABSENCE FROM SCHOOL

Once your child has commenced school they are legally bound to come to school every day. A note needs to be sent to the Class Teacher to explain all absences. Partial absences need to be recorded in a book at the main office. Children who arrive at school late (after 9:05am) need to go to the office accompanied by an adult, who must sign a 'Partial Absence Record' prior to the child going to class. Parents who collect their children early must first go to the office and sign a 'Partial Absence Record' prior to collecting their child from class.

ASSEMBLY

School Assemblies are held each Friday at 2:30pm. Usually a different class will present an item or display some work they have recently completed as part of our assembly. Parents are welcome and encouraged to attend if they wish, and invitations are sent to the parents of children who are receiving a Merit Certificate or Principal Award.

BELL TIMES

Children may come to school any time between 8:35am and 9:00am. The bell rings at:

- 9:05am Commencement of morning session.
- 11:05am Recess
- 11:25am Start of middle session
- 1:05pm First half lunch
- 1:30pm Second half lunch
- 1:50pm End of lunch, start of afternoon session
- 3:05pm Home time

BEST START KINDERGARTEN ASSESSMENT

'Best Start' is a state-wide Kindergarten assessment that helps teachers identify the literacy and numeracy skills of each student in the first week of beginning kindergarten. The assessment will include aspects of writing, reading, comprehension, speaking, phonemic awareness, understanding print concepts, counting skills, arithmetic strategies and pattern recognition. It is designed to provide teachers with information about each child’s abilities so they can plan effective teaching and learning programs during the first year at school. It will also provide you with feedback about how you can support your child during their first year at school.
CA\[A\]TEN\[E\]E\[N\]

The P&C is responsible for the running of the canteen and the formation and pricing of the summer and winter menus.

The canteen operates each Friday. It commences operation in the second week of Term 1 and is staffed by parent volunteers. Children can order their lunches between 8:35am and 9:05am. Bags should be brought by children from home already filled out with their name, class, lunch order and cost clearly marked on it and the money placed inside the bag. A paper bag can be purchased from the canteen at a cost of 5 cents. Summer and Winter menu/price lists are sent home for your information.

CLASS REQUIREMENTS

At the beginning of the school year the class teacher will advise parents of items needed for the year ahead.

CHANGE OF ROUTINE

There will be occasions when your child's daily routine will be varied. For example, they have to travel on a different bus or be collected from school by someone other than yourself. To prevent unnecessary worry, a written message to the class teacher is needed explaining the details. A verbal message conveyed by a young child can often become distorted or forgotten.

EMERGENCY CONTACTS

At times it will be necessary for the school to contact parents. If you cannot be contacted, the school also needs the name and telephone number of a reliable person, e.g., relation, neighbour or baby sitter who can act on your behalf. It is most important that you advise the person involved that they are the emergency contact. It is also preferable that the emergency contact lives in Adelong or the Adelong district.

ENROLLING MY CHILD

Children are legally required to attend school from the age of six. It is possible for children, who turn five before August 1, to enrol in school at the beginning of the school year in which they turn five.

In addition to completing the enrolment form, parents must provide proof of the child's age. Therefore, a birth certificate is required and an immunisation certificate from your doctor is also needed. If you have problems filling out the forms, please feel free to ask for assistance at the office.
HATS – SUNSMART POLICY

All students are required to where a hat when outside the classroom. Please refer to our School SunSmart Policy for more details on our school’s hat policy.

HOMEWORK

Children need to develop a habit of doing homework. Homework is usually a revision and reinforcement of work already covered within the class. Approximate guidelines for daily homework are:

- Infants up to 15 minutes
- Junior Primary up to 30 minutes
- Senior Primary up to 45 minutes

LIBRARY

Library is held once per week on a Thursday unless otherwise notified. On this day children are strongly encouraged to borrow books to take home. Regular borrowing from the school library is encouraged. Children cannot borrow from the library unless they have a library bag. This protects the books during travel.

Scholastic Book Club

Children are able to purchase books through the school from Scholastic Book Club. Brochures are sent home monthly. Payment must accompany orders and these are returned to the school office the week after the order brochures have been sent home. All cheques must be made payable to Adelong Public School.

LOST PROPERTY

A ‘lost property box’ is located outside the staffroom, should you be looking for missing clothes. Please ensure that your child’s name is on all articles of clothing.

MEDICATION

For information regarding the procedures for administration of medication to students at school, please contact the Principal.
MONEY COLLECTION

Occasionally it will be necessary for your child to bring money to school, other than for canteen (e.g., excursions, performances). On all such occasions the money should be placed in the school envelope (which will be sent home), with your child’s name, class, amount enclosed and the purpose, clearly marked on the front. All envelopes should be handed in at the school office.

NEWSLETTER

There is a weekly School Newsletter which is given to the eldest child in each family. These newsletters are sent out each Thursday. The Newsletter informs you about what is happening, both past activities and up-coming events. The Newsletters are also available on the school website: www.adelong-p.schools.nsw.edu.au

PRESENTATION NIGHT

Each year a School Award Night is held towards the end of Term 4. Performance, academic, sporting and citizenship awards are presented to children from Kindergarten to Year 6.

REPORTS

Reports are sent out mid-year and at the end of the year for all students. Reports indicate your child’s application to school, his or her academic standard as assessed by the class teacher, and aspects of personal and social development. Interviews with the class teacher are available at this time.

If you have concerns at any time, please contact the school and ask for an appointment with the class teacher to discuss your concerns.

SCHOOL BANKING

School banking is conducted with the Adelong Community Bendigo Bank. Bank passbooks are brought into the office by students on a Wednesday morning and are returned by the bank Wednesday afternoon.

SCHOOL COUNSELLOR

The School Counsellor is available to talk to parents and/or children if there are problems relating to their academic, emotional or social development. Parental approval is necessary before the School Counsellor can work with students. The Counsellor visits the school every fortnight. Appointments to see the Counsellor can be made through the school office.
**UNIFORM**

**Boys Winter Uniform**

Light blue long sleeved polo shirt/skivvy, grey trousers or maroon tracksuit trousers. Grey socks and black joggers. Maroon polar fleece jumper, polar fleece vest or polar fleece zip front jacket.

**Boys Summer Uniform**

Light blue polo shirt, grey shorts, grey socks (fully covering the ankles), black joggers.

**Girls Winter Uniform**

Light blue long sleeved polo shirt, maroon tracksuit pants or maroon trousers. Maroon polar fleece jumper, polar fleece vest or polar fleece zip front jacket. Black joggers and white socks fully covering the ankle.

**Girls Summer Uniform**

Maroon skort or box-pleat shorts and light blue polo shirt. White socks fully covering the ankles and black leather joggers.

**Sports Uniform – Boys**

Maroon and blue polo shirt, maroon basketball shorts. Grey socks fully covering the ankles and black joggers.

**Sports Uniform – Girls**

Maroon and blue polo shirt, maroon skort or basketball shorts. White socks fully covering the ankles and black joggers.

Clothing articles that may bear the school crest are the polar fleece jackets, jumpers or vests and the light blue long sleeved polo shirts. All clothing items are available from Swans of Tumut.

**UNIFORM ACCESSORIES**

**Hats.** Maroon wide-brimmed and bucket hats are available from the school canteen and may be worn by both boys and girls. As part of our SunSmart Policy – **NO HAT, NO PLAY** school rule applies. Plain maroon beanies may be worn in Term 2 and Term 3.

Please note thongs are not permitted in any circumstances. Sleepers or studs are acceptable earrings. The wearing of other jewellery and other accessories are not acceptable due to safety factors.
Adelong Public School
Gilmore Street
ADELONG NSW 2729
Telephone: (02) 6946 2053
Fax: (02) 6946 2199
adelong-p.school@det.nsw.edu.au
www.adelong-p.schools@nsw.edu.au

Principal
Peter Andrew Pilgrim

2015 Kindergarten Coordinator
Heidi Casey

Knowledge is Gold