

2023

PRE-PRIMARY

HANDBOOK



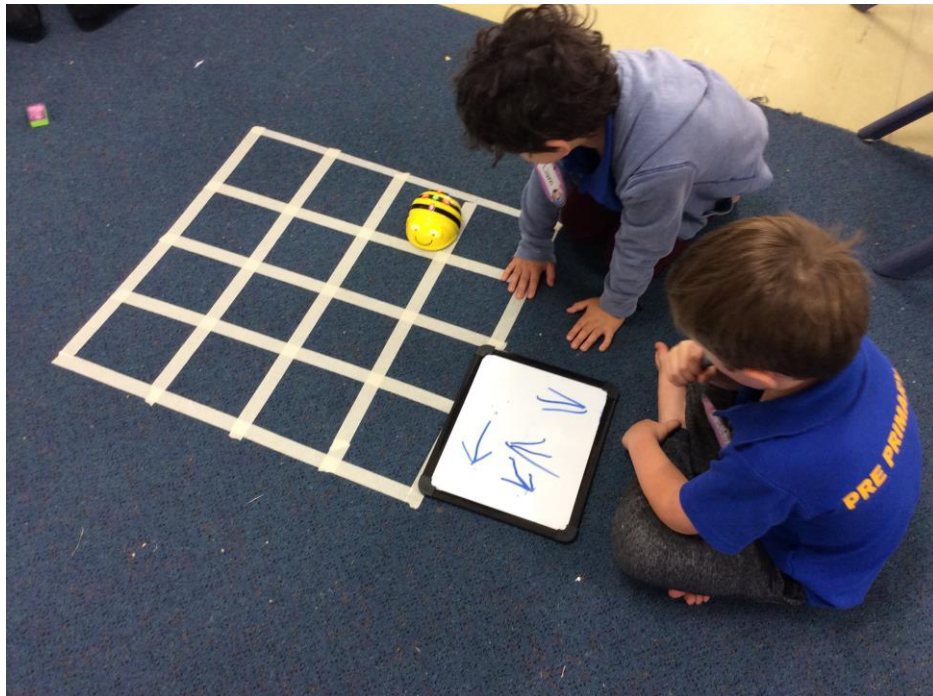
AN INDEPENDENT PUBLIC SCHOOL

Address: View Terrace, Bicton WA 6157
Telephone: (08) 92055800
Email: bicton.ps@education.wa.edu.au
Web: www.bictonps.wa.edu.au

Welcome to Pre-Primary

The Pre-Primary year is your child's first time coming to school five days a week. Pre-Primary is a rewarding and enjoyable time for everyone. We encourage parents to take an active role in our school and classroom, becoming a partner in your child's education.

This year is an important step in your child's growth and development. They will begin to form their own identity as they explore oral language, social/emotional, creative, academic, and physical domains of development within a safe and nurturing environment. It is our wish that, in partnership with families, we will create a strong foundation for their future schooling and promote a life-long interest in learning.



Early Childhood Vision for 2023

At Bicton Primary School we believe in nurturing the whole child. Our focus is on fostering our students' academic, social/emotional, physical and creative development.

We have a positive, vibrant environment that incorporates a balance of explicit teaching and play based learning, both free and intentional. Using our surroundings, we immerse our students in rich experiences to encourage their own curiosity. Learning through hands-on exploration allows our students to be actively engaged in the learning process.

We recognise each child is an individual. By planning and teaching with differentiation we allow each child to develop and flourish in their own time. Support and guidance are provided within a safe space, allowing each child to grow and create a sense of their own identity.

We strive for our students to have a love of learning and encourage families to be involved in their child's schooling. Building this partnership between school and home promotes a sense of belonging and inclusivity for everyone in the Bicton school community.

Our Bicton Vision

To nurture, inspire and achieve success

Our Bicton Mission

Bicton Primary School exists to develop our children to be creative, positive and independent people. We aim for personal excellence based on recognition of individual differences, supported by a positive learning environment of developmentally appropriate instruction.

Our school promotes a respectful, nurturing, and supportive environment. Each student's self-esteem is fostered by positive relationships with students and staff. We strive to have our parents, teachers, and community members actively involved in our school life.

By promoting high standards and expectations we all share the responsibility for achieving the school vision.



PRE-PRIMARY CLASSROOMS

BICTON PRIMARY SCHOOL

ADMINISTRATION

The Pre-Primary Centres are operated through the school office.

Contact details **Phone:** **9205 5800**
Email: bicton.ps@education.wa.edu.au

Deputy Principal for Early Childhood Education:
Kara.Larsen@education.wa.edu.au

Donna Piper – Teacher
Donna.Piper@education.wa.edu.au

Victoria Wyatt – Teacher
Victoria.Wyatt@education.wa.edu.au

Stacey Anderson – Teacher
Stacey.Anderson@education.wa.edu.au

TERM DATES – 2023

SEMESTER 1

Term 1	Wednesday 1 February	–	Thursday, 6 April
Term 2	Wednesday, 26 April	–	Friday, 30th June

SEMESTER 2

Term 3	Tuesday, 18 July	–	Friday, 22 September
Term 4	Tuesday, 10 October	–	Thursday, 14 December

SESSION TIMES

Pre-Primary is the start of compulsory school and children attend five days: Monday to Friday from 8.45am to 3.00pm. Classroom doors open at 8.30am. Every Wednesday is an early close day at 2.30pm. In the mornings we ask you to drop your child at the classroom. Please do not leave your child unsupervised outside the classroom. You will need to stay with them until the classroom door is open.

REGULAR ATTENDANCE IS IMPORTANT

Regular attendance is critical for students to achieve optimal learning at school. Bicton Primary School monitors and records student attendance daily and regularly reviews attendance data to determine whether a student's attendance is of concern. We also aim to monitor the reasons for student's absence and to work with students, parents and teachers where necessary to improve the attendance of students who are at risk.

Missing school adds up. If your child misses an average of five days a term, they miss out on approximately one year of school by year 9.

If your child misses one day a week of school, they will miss almost two years of school by year 9.


VACATIONS

Parents of students wishing to go on family vacations during school term should be directed to the Principal to determine a reasonable duration for the absence and whether any work should be prepared for the student to complete whilst absent. A significant amount of notice would be expected.

CONTRIBUTIONS AND CHARGES

A statement will be sent out at the start of Term One.

DAILY REQUIREMENTS

- A large bag/backpack in which to take work home. This needs to be large enough to hold a lunchbox, jumper, a reading folder and any other work that may come home. Please label these clearly. 
- Hat - a sun safe broad-brimmed school hat. Children will be required to wear this every day. For this reason, we encourage children to leave their hats at school. Please label hats very clearly.
- Recess- a nutritious snack e.g. a piece of fruit, sultanas, cheese, etc
- Our school participates in the "**crunch and sip**" program. Each day, students are asked to bring in a **small** individual container with fruit or vegetables (clearly named). This will be consumed at a time in the day separate from recess and lunch. All fresh fruit (e.g. whole/chopped fruit) and vegetables (e.g. celery, carrot sticks, broccoli bits) are permitted.
- Water bottle (named)-no cordial or juice please
- Lunch (please ensure your child is aware what food is for lunch and what food is for their recess)
- Note that we are a nut free school due to some students having allergies to nut products. We ask that children **DO NOT BRING** nuts or nut-based products to school. Please see "Allergy Aware Guidelines".
- A spare pair of underpants and clothes in case of "accidents".

SCHOOL DRESS CODE

Bicton Primary School has a School Dress Code and it is compulsory for Pre-Primary children to wear the school uniform. The Bicton Primary School Dress Code may be found on the school website. Uniforms can be purchased online or in store from Uniform Concepts.

Children should wear closed in, comfortable shoes (such as sneakers/runners) or sandals/open toe shoes (must have a back strap that can be securely fastened to their foot) that they can manage by themselves and that are suitable for climbing, running and playing in. No thongs or crocs to be worn.

POINTS TO REMEMBER

- Doors will be opened at 8.30am for school to commence at 8.45am. Settling into the day is an important part of the daily routine in Pre-Primary, so we therefore ask that children arrive to class prior to the 8.45am siren.
- All children must be dropped off and picked up from their classroom by an adult. No child will be allowed to leave the classroom unaccompanied or with a person other than parents or legal guardian without written permission. Parents are required to provide the teacher with the names of all people authorised to collect their child other than themselves. A communication book is available in the classroom for this purpose.
- Please pick up your child promptly from the Pre-Primary. Children can become very anxious and upset if parents are late. The doors will open for collection when the siren goes.
- If your child is late to school, please collect a late slip from the office on arrival to school if you are arriving after 9.00am.
- Emergency – the school data base keeps records for each child at the school. This always needs to be accurate, particularly in case your child becomes ill or has an accident. Please advise us if there is any change of address or telephone contact numbers.
- Children attending OSH Club (Out of School Hours): Please let the Pre-Primary teachers know in writing on which days your child will attend.
- An explanation of any absence from school is necessary, in accordance with WA Education Department policy. If your child is unwell the best place for them is at home. Please email the teacher of text 0447 952 027 and state your child's full name, date and reason for absence.
- Allergy Aware Guidelines: The school has Allergy Aware Guidelines in place due to severe allergic reactions to high risk food products by some children. We therefore ask for your assistance by ensuring that children **DO NOT BRING** nuts, peanut butter, peanut biscuits, chocolate flavoured nut paste or items with nut ingredients. Please contact the office if you require further information.
- Teachers provide students with practical learning experiences about making healthy food choices that reinforce classroom lessons and "Traffic Lights" as indicated in the "Traffic Light" guidelines to nutrition. (see school website for policy).



CELEBRATIONS (BIRTHDAYS, SPECIAL SCHOOL EVENTS)

If your child would like to celebrate their birthday at Pre Primary, you are welcome to

bring a small individually wrapped (pre-packaged) item (eg. cake/freddo) for each child. Please check with the teacher for any food allergies. Please do not provide lollies or lolly bags.

Culturally accepted celebrations involving food, such as Easter, Christmas and birthdays are all important and should occur, COVID precautions permitting. However, we attempt to plan these occasions according to the School's Healthy Eating Policy by reducing the frequency of 'red food', providing healthier alternatives, reduced quantity and consideration given for food intolerance. It is acknowledged that some of these foods may be 'red foods', however, these occasions should be limited and the 'red foods' should be kept to small portions e.g. a small Easter egg.

TOYS

Children are asked **NOT** to bring toys of any kind to school. When children bring toys there are invariably arguments about ownership, damage or loss.

COMMUNICATION

- Please feel free to approach us at any time if you have any concerns about your child or queries about the Pre-Primary program. Teachers are available for longer discussions and will be happy to make an appointment.
- Please check the classroom noticeboard regularly for information notices and updates. The schools main form of communication is through the Department of Education Connect program.

PARENT ROSTER

We are very keen to have parents involved. We encourage parents to come on roster regularly. From Monday to Thursday we offer parents the opportunity to help in the classroom until 10.45am. The students enjoy having you there and you gain an understanding of what we are trying to do and will therefore be better able to help your child in their learning.

Please indicate on the roster, pinned on the door, the day that suits you best.

HEALTH

- **Should your child be unwell, the best place for them is at home with you, even if they insist on coming to school. Please email the teacher or text 0447 952 027 and state your child's full name, date and reason for absence.**
- If something has upset your child on a particular day, please mention it to the teachers. Doing so can help us to reach a better understanding of your child's behaviour.
- If your child has a serious medical issue such as allergies or asthma, you are required to fill in a Medical Action Plan. Please see staff if you feel this could be needed.
- Specific health conditions, such as Whooping Cough, require students to be excluded for a period time according to the Communicable Disease Guidelines set by the Department of Health.
- Shoulder length or longer hair needs to be tied back and clipped at the side to avoid spread of head lice.

AMBULANCE COVER

In an emergency the school will access the ambulance service but please be aware we will not cover the cost of the ambulance as the Department of Education requires parents to insure against accidents. Please keep your emergency contacts and details up to date through the office.

DENTAL CLINIC

The services of the Dental Clinic are available to 5-year-old children. You will be notified of this during Term 1. The dentist will visit the school to meet the children before they are called into the dental clinic.



AIMS OF THE PRE-PRIMARY YEAR

To help grow into a happy healthy person there are skills every child needs to learn:

- to become independent
- to share and co-operate with others
- to complete a task or activity once started
- to increase language skills of questioning and answering.

All the activities within Pre-Primary are provided to allow children to develop their curiosity, imagination and, through enjoyable activities, their concentration and attention span.

Pre-Primary is where we:

- provide a strong beginning to schooling
- promote success for all students
- differentiate the curriculum to suit each child's needs
- balance play based learning and explicit teaching to maximise each child's potential

Pre-Primary helps the child to learn about their world by:

- letting them explore and allowing them to discover things for themselves
- recognising that learning is developmental and that they will progress at their own rate
- giving them language

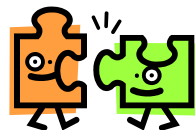
Pre-Primary follows the Foundation level of the West Australian Curriculum. Pre-Primary allows opportunities for hands on learning experiences including:

Collage, Drawing and Painting:

- Creative expression.
- Small motor skills of cutting, gluing etc (needed for writing).
- Hand/eye co-ordination.
- Maths skills of shape, space and many others.

Puzzles

- Maths concepts of shapes and colours.
- Memory and concentration.
- Language is extended.

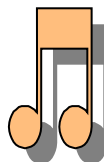


Home Corner

- Children get to role play many different real-life scenarios.
- Social skills of how to get on with others are reinforced.

Music and Movement

- Develop memory and concentration skills.
- Develop sense of rhythm.
- For pure enjoyment.



Outside Time

- Social skills.
- Physical skills of jumping, skipping, hopping, etc.
- Learning how their bodies work and what their capabilities are.

Play Dough

- Hand muscles are developed (needed for writing).
- Maths concepts of more/less; small/big; soft/hard, and many more are explored.
- Social skills of sharing and co-operation.

Blocks

- Maths concepts of shapes, sizes, weights etc.
- Building and balancing skills.
- Hand/eye and whole-body co-ordination skills.
- Imagination.
- Social skills.



Children may get dirty, damp or even take a tumble while exploring and learning about the world around them. However, in doing so they will make many discoveries - and that is what Pre-Primary is all about.

We look forward to getting to know you and your child. We will work together to encourage success and promote your child's whole development in a nurturing and inspiring environment.