



2025 Kindergarten Parent Handbook



9205 5800



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www.bictonps.wa.edu.au





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KINDERGARTEN STAFF

The Kindergarten team is made up of an Early Childhood trained teacher and an Allied Professional for each class.

Welcome to Bicton Primary School

OUR MISSION

At Bicton Primary School we place students and learning at the centre of all that we do. Our mission is to provide quality education that meets the academic and holistic needs of the child so that they may experience success and be happy and resilient individuals.

OUR VISION

At Bicton Primary School we understand that we are privileged with the responsibility of the students in our care. We are committed to work in partnership with our parents and school community to make Bicton Primary a great school where the unique potential in each and every child is realised and they can lead happy and successful lives, contributing positively to a greater global community.

SCHOOL TIMES

Our Kindergarten school times are as follows:

8.45am - school commences

3.00pm - end of school day

2.30pm - Wednesday only end of school day



HOW OFTEN DO CHILDREN ATTEND KINDERGARTEN

The school year commences on:

Wednesday - 5th February 2025 for Kindy A

Friday - 7th February 2025 for Kindy B

Bicton Primary School offers a 15 hour per week Kindergarten program. The program is in line with the National Partnership Agreement on Early Childhood Education.

There are four Kindergarten sessions and two classrooms. Each session caters for 20 children, with groups attending five full days sessions per fortnight. The students share a playground providing opportunities for friendships to develop between classes.

WHAT HAPPENS AT KINDERGARTEN

Bicton Kindergarten provides a safe, stimulating and supportive environment where children can grow socially, emotionally, physically and intellectually.

We aim to capture children's natural love of learning, while developing literacy and numeracy skills that are essential for future learning.

With Kindergarten being one of the first steps from home to school, we build on existing knowledge, skills and interests.

We aim to provide a balance of:

Child-directed play - The child chooses how, when, with what and with whom to engage

Teacher - guided play - The teacher manages the play environment to achieve specific outcomes.

Intentional teaching - The teacher plans and delivers explicit instructions to achieve specific outcomes.

Planned and incidental learning occurs throughout the day as a whole class, in small groups and individually. We are steered by two important documents – The Early Years Framework and the Kindergarten Curriculum Guidelines.

Some of the activity's children may participate in include:

- Designing and creating
- Dressing up
- Dancing
- Completing puzzles
- Making collages
- Listening to and playing music
- Painting and drawing
- Cooking
- Reading books and storytelling
- Playing with clay, play dough, blocks, sand and water
- Outdoor play in nature playground



WHAT DOES MY CHILD WEAR ?

It is important that your child feels comfortable and free to play. We require all children to wear the Bicton Primary School uniform, black shoes and a school hat throughout the year. Children should wear suitable enclosed footwear to school that they can easily remove and put back on again. Most suitable are black joggors or velcro sandals. No thongs please.

WHAT DOES MY CHILD BRING?

Each day, your child will need to bring:

- A large bag with an easily identifiable name tag.
- A drink bottle filled with water. (no juice or cordial please)
- Crunch & Sip - vegetable sticks, fruit.
- Morning Tea - fruit, cheese, crackers and healthy nutritious snacks.
- Lunch - a nutritious lunch. Please keep food packaging to a minimum for easy access by children.
- A hat, available for purchase with uniforms.
- A change of clothes (including underwear) to remain in the bag.

Please ensure all clothing, hats and containers are clearly labelled with your child's name. Our Kindergarten has a variety of equipment, toys and games for the children to use each day. Children should not bring any toys or personal, precious items to school unless they have been requested for a particular reason. Precious items from home can be accidentally damaged, broken or lost which can be very distressing to the child concerned.

STATIONERY LIST

If you have not already received a Booklist from the School Office please contact us to receive one. Kindergarten is about shared experiences, therefore, stationery items don't need to be labelled or kept in a pencil case. Please bring all stationery items to school in the box they are packed in or in a bag with your child's name on it. These will be collected at your child's first session.



PARENT INVOLVEMENT

Parents are encouraged to participate and assist in the Kindergarten in whatever capacity they are able. This provides continuity between home and school and enables us to offer a greater range of experiences. Parent help rosters will be available at the beginning of each term. Your child will love that you are able to be part of the learning experiences in the Kindergarten. If you have a special skill that you would like to share with the children e.g. storytelling or playing a musical instrument, please inform your child's teacher so a suitable time for you to visit can be arranged.

DELIVERING AND COLLECTING CHILDREN

All Kindergarten children must be left in care of a staff member, and under no circumstances should be left to enter the classroom alone. Parents are encouraged to spend a little time settling their child into Kindergarten each morning. Children will not be released at the end of the day until an authorized adult collects them from the classroom door. Please notify the teacher if someone other than yourself will be collecting your child. Please note, older siblings are not permitted to collect children from Kindergarten under any circumstances. If you are unavoidably detained, please notify the office on 9205 5800 so that we can reassure your child and make appropriate arrangements. If you need to bring your child after school has started, please sign them in at the office first. You will be given a late slip to give to the teacher. This enables us to keep an accurate record of attendance throughout the day.

PARENT RESPONSIBILITIES

We ask that all parents:

Communicate regularly with the teacher on matters concerning their child's development. Make a suitable appointment time to discuss progress or concerns.

Adhere to drop off and pick up times. Notify the teacher of any ongoing illness or allergy, the appropriate forms must be completed.

Notify the teacher if their child is receiving any therapy from outside professionals or the Child Development Service eg. Speech Pathology, OT or counselling. Please provide copies of relevant reports.

Regularly check the school website and notice boards for messages and reminders of upcoming events.

Provide notification to the teacher before or after a child's absence.

Ensure that teachers and office staff are notified of any changes to telephone numbers, address or emergency contacts.

Allow your child to be responsible for carrying their own school bag and unpacking their belongings for the sessions.

ATTENDANCE

We have a range of options for you to inform us of your child's absence.

Absentee Messaging – 0447 952 027

Student name, reason and date.

Via our website - click on the red absentee button on the school website.

Email us - bicton.ps@education.wa.edu.au

ILLNESS AND ACCIDENTS

To help curb the spread of infection to other children and staff, please keep your child at home if they are unwell. A child who is feeling unwell can become easily distressed, as well as finding it difficult to concentrate. Please keep your child at home if they are suffering from any of the following conditions:

- Head lice
- Diarrhea
- Fever
- Weeping sores
- Vomiting
- Ear/eye discharge
- Any signs of other infectious disease e.g. chicken pox, influenza, measles, ringworm, school sores or whooping cough.

If a child becomes ill during a session, a parent/ guardian will be contacted to collect the child. For this reason, it is essential that home and emergency contact numbers are kept up to date.

HEALTH ISSUES AND INFECTIOUS DISEASES

Chicken Pox and Measles - Exclude from school re-admit 7 days from appearance of spots or pimples only if well and then preferably on a medical certificate.

Mumps - As for measles but exclude for 14 days.

Ringworm - Exclude from school. Re-admit only on medical certificate indicating that the child is no longer likely to convey infection.

Rubella - Exclude from school. Re-admit 7 days from the subsidence of symptoms [sore throat and rash], only if well, preferably on medical certificate.

Scarlet Fever - Exclude from school. Re-admit 10 days from appearance of symptoms and only on medical certificate.

Scabies - Intensely itchy rash - exclude from school until cured.

Head Lice/Nits (Pediculosis) – Parents will be advised if their class has an outbreak.

School Sores (Impetigo) - Exclude from school while medical treatment is being undertaken.



MEDICATION

If your child is taking medication and you wish to request staff to administer it, please note the following:

Medication must be provided in the original packaging.

A pharmacy label must be on the medication, clearly stating the child's name, dosage and time to administer.

All relevant forms must have been completed at the school office before any medication will be administered.

All medication must be correctly labelled and handed to the staff, not left in the child's school bag.

HEALTH CARE PLANS

Where appropriate the school will work with you to develop an appropriate Health Care Plan for any medical conditions your child may have.

You and the Deputy Principal will need to first develop a proposed plan for the school to review so that if an emergency arises directions can be easily followed. Once you have returned the plan to the school we will:

Review the plan to ensure the school is able to provide the necessary support;

Arrange staff training if required to support your child;

Ensure plans are implemented, monitored and reviewed annually;

Manage the confidentiality of your child's health care information; and

Provide appropriate storage for medication and health equipment.

HEALTH CARE FORMS

Forms are available for common conditions. For other conditions, the generic health care form or a plan provided by a medical practitioner can be used. The following are available:

- Severe allergy/anaphylaxis
- Minor or moderate allergies
- Diabetes
- Seizure
- Asthma
- Activity of daily living
- Administration of medication

TOILETING

Your child needs to be able to go to the toilet independently.

This means your child is able to:

- Realise when they need to go to the toilet.
- Remove their pants and pull their pants up.
- Wipe their bottom and flush the toilet.
- Wash their hands after using the toilet.
- Accidents do happen, and the teaching staff is there to help, but your child needs to be developing these skills independently. It is important to start practicing these independent toileting skills, so your child is ready for Kindergarten.
- Please make sure your child has spare underwear in their bag every day.



LITERACY

Ideas to help develop your child's literacy skills:

- Read every day with your child. This may include books, recipes, rules for the games you play.
- Sing nursery rhymes, songs and funny poems.
- Clap syllables in name and work e.g. "dolphin", "Me-gan".
- Point out words, talk about letters, words and sentences.
- Focus on beginning sounds in words.
- Encourage your child to verbalise the sound e.g. Daddy starts with a 'd' sound.
- Teach your child how to recognize their own name.
- Provide paper and pencils so they can practice writing their names.
- Share books with your child, pointing out words, the title of the story, and the pictures.
- Ask your child to predict what will happen next.

NUMERACY

Ideas to help develop your child's numeracy skills:

Count everything!!! Count the carrot sticks on the plate, count the cars in the box and count how many wheels on the truck. When counting objects make sure they touch each object only once.

Ask your child to collect object for you. At the shops you could say 'Please get me three red apples. During pack away, time say 'please get 4 cars for me'.

Point out numbers – they are everywhere! e.g. on the letterbox, street signs, clocks, number plates etc. Use mathematical language when talking with your child e.g. talk about smaller, taller, heavier, lighter, on, over, under, behind, shapes, colours and patterns.

SOCIAL EMOTIONAL

The first day of Kindergarten can be an anxious experience for both you and your child. Prepare your child for kindergarten by answering all questions honestly to help prevent potential anxieties.

Here are some tips to get ready for starting school:

- Talk positively about going to school, making new friends and new experiences your child will have.
- Drive or walk past Bicton Kindergarten and talk to your child about how they will soon be attending, the exciting things they will do and the friends they will make.
- Practice opening their lunch box, containers and drink bottle. Ensure they can put their lunch box in their school bag.
- Read stories with your child about starting school.
- Ensure your child gets enough sleep. Children need 10 – 12 hours of sleep for their brains to be ready to learn.
- When it is time for you to leave your child at Kindergarten, tell them what time you will be back. Always be there at the specified time.
- Encourage your child to dress themselves as much as possible. Practice taking shoes, socks, jackets and jumpers on and off at home.

Throughout the school year, please do not hesitate to make an appointment to see your child's teacher if you wish to discuss any matters concerning your child's progress, the program content or any other general queries or concerns. As the parent/guardian you have a vital role in the education of your child. We believe that together, we can form a vibrant and productive partnership that benefits your child.

We look forward to having your child with us at Bicton Kindergarten and trust their time with us is positive and enriching.