

ST JOSEPH'S CATHOLIC PRIMARY SCHOOL 2022 PARENT HANDBOOK



PRE -KINDERGARTEN



School Prayer

Dear Jesus,
I offer you today with all my ups and downs.
All my prayers and all my words, all my happy times and all my sad times.
Help me, to come to the end of this day a better person,
Having loved you and others,
Especially my family and school mates.
Amen



Early Childhood Charter

St Joseph's School endeavours to create a comfortable atmosphere for all children, which will enhance their self-esteem, confidence, dignity, respect and willingness to learn. The school is committed to 21st Century Learning and Inspiring Hope based on the Gospel Values. We strive for excellence in all areas and involve the parents and community in the education of the children of our school. We encourage to lead children to integrate faith, life and culture, centred on a play-based curriculum. We strive for this in an environment where children feel supported, safe and secure by catering for individual abilities.

Welcome to Pre-Kindergarten at St Joseph's Southern Cross

Three Year old Pre-Kindergarten is an educational program for children aged three years. Students may commence the program the day they turn three years of age. The program is play-based and provides children with meaningful learning experiences. The program helps to develop independence and creativity by offering interesting and fun activities that are developmentally appropriate in a semi structured format. The program follows a routine similar to a Kindergarten where the children are in the care of a Teacher and an Education Assistant for the duration of the session.

Our Vision

St Joseph's Southern Cross offers a contemporary Catholic Education that inspires hope and is inclusive of all. Centred on Christ, we provide high quality programs with a strong focus on taking action for good in the world.

Students at St Joseph's are supported and extended in our innovative curriculum. Staff are committed to the learning and growth of young people. Quality teaching and learning is consistently demonstrated and high standards set for every learner. The students learn the social, emotional and academic skills needed for the future. Digital Literacy is a valued learning area where students learn new skills and consolidate those already known.

All staff at St Joseph's strive to ensure communication with the school community is of the highest standard. Staff work collaboratively to promote student success and are encouraged to participate in professional development, to model learning for life, challenge and gain new knowledge.

We have a very supportive parent population. Parents are encouraged to approach the school comfortably when needed. They understand that school matters are kept in school and only discussed in our school environment.



Pre-Kindergarten Staff

Pre-Kindergarten is supervised by one Teacher, Miss Chantelle Stock and one Education Assistant, Mrs Carlson.

Session Times

Monday and Friday: 8:50am-10.50am

Doors open at 8:30am

Please remain with your children until the staff open the doors. Parents are invited to come into the classroom to assist their children with unpacking and then share a book or puzzle with their child until the bell rings at 8:50am.

On entering the room, children are requested to place their piece of fruit in the fruit bowl, place their water bottle in the designated spot, place their recess in the fridge and place their bag outside.

Pick up is 10.50am

It is important that children are collected promptly as staff need to prepare for their next lesson. If you are running late to pick up your child, please call the school on 90492100.

At departure time, the teacher will call the child's name when she notices their caregiver has arrived. If you wish for your child to be collected by another person, please let the teacher know and ensure that person is on the 'permission to pick up' list.

Please note:

The other class times differ to Pre-Kindergarten, so please be considerate when picking your children up from outside the classrooms. We ask that parents ensure all children (including siblings) refrain from playing on the playground equipment both before and after these times.



What to bring

- A piece of fruit or vegetable to share (this will be cut up by staff)
- Clearly labelled drink bottle containing only water
- Food for morning recess
- A change of clothes to keep in their bag (please ensure these are clearly labelled)
- A backpack

What to wear

Please send your children in comfortable, casual clothes. School uniform is not compulsory for Pre-Kindergarten, **however if required, the Pre Primary school sport uniform is available for purchase.**

Please contact the school office on 9049 2100.

We recommend sand shoes or sandals (not thongs) to be worn, as your children will have opportunities to climb and play in the sand pit and your child's safety is paramount. Children are able to take their shoes off if they wish.



Illness

For the sake of your child and the health of others, please do not send your child to school if they are sick or unwell. If your child becomes unwell during school hours, you will be notified immediately. Please ensure your contact details are kept up to date.

Behaviour Management

At St Joseph's School we use the 123 Magic as a whole school behaviour management system. All children get three warnings and if their behaviour persists then they will be placed to have some thinking time.

Helping your child write their name

If you are assisting your child with name writing and recognising their own name, please be aware that at St Joseph's Southern Cross the required font is 'NSW' Foundation font. Names are written with only a capital letter for the first letter of their name (never all capitals) and the capital letter is larger than the following letters. It is very difficult for a child to 'unlearn' incorrect letter formations.

Aa Bb Cc Dd Ee Ff Gg Hh Ii Jj Kk Ll

Mm

Nn Oo Pp Qq Rr Ss Tt Uu Vv Ww

Xx Yy Zz

Example: **Jessica**

Keeping informed

Students in Pre-Kindergarten will receive a newsletter fortnightly. Please ensure you check the newsletter for upcoming school events and information. Pre-Kindergarten families are a part of our school community and we encourage attendance at school events and functions. An SMS system is in place for all families to be updated on happenings within the school.

Useful items

In Pre-Kindergarten we are often involved in lots of craft activities that require odds and ends, If you have any of the following we would be grateful if you could bring them to the Early Childhood room, ie: buttons, boxes, beads, felt, material, wrapping paper, shoe boxes, corks etc.





Contact information

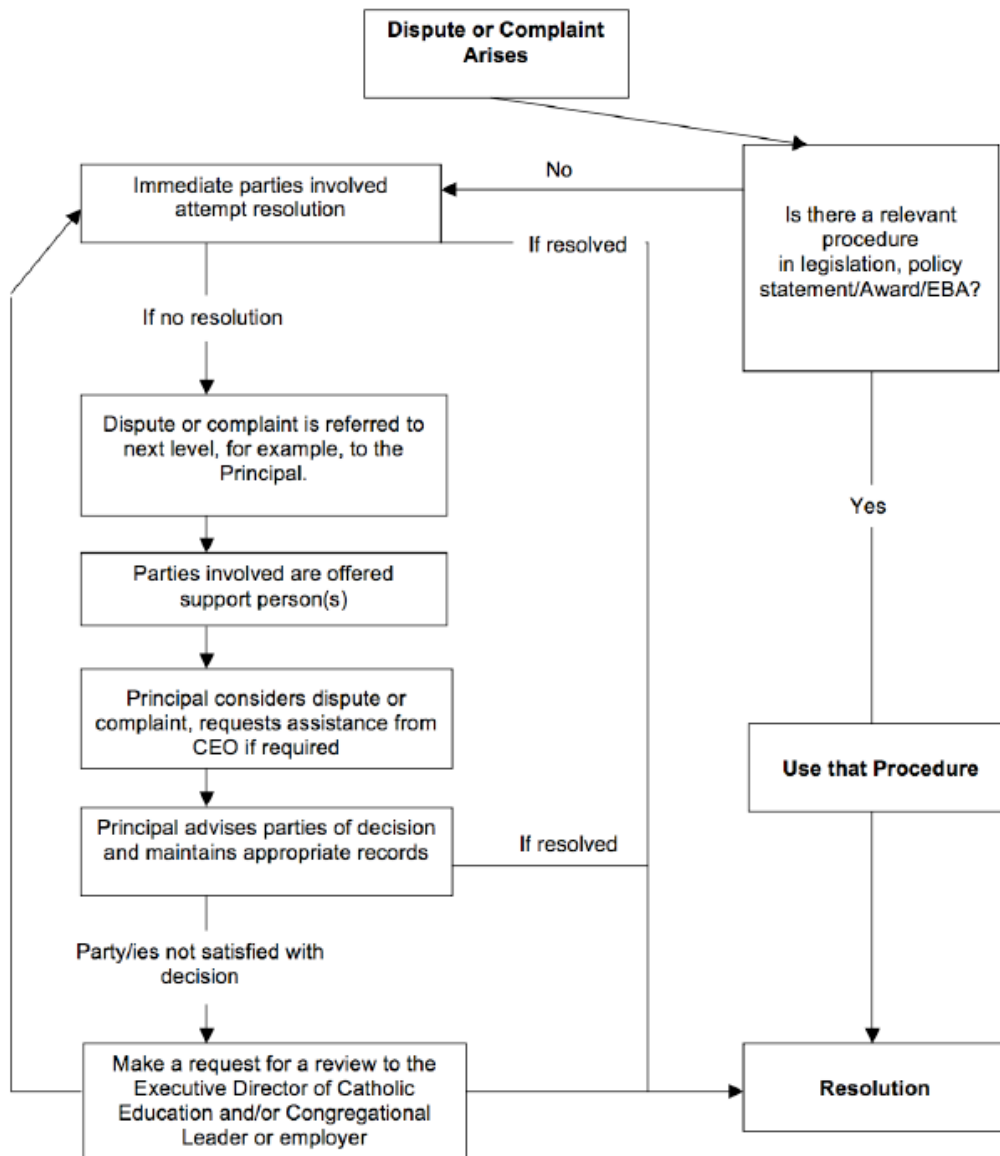
If you have any queries or questions, please do not hesitate to contact the school office on **9049 2100** or email the school at admin@stjoessx.wa.edu.au

Staff can be approached before school with small queries, alternatively, an appointment can be made if necessary.



Dealing with Disputes and Complaints

Flowchart for Dealing with Disputes and Complaints



Note: An individual has the right to make appeal to the Minister for Education with regard to a dispute or complaint (School Education Act 1999). An appeal will only be heard on a breach in process and will not be a reexamination of the merits of the case.

<http://www.ceo.wa.edu.au/Publications/Documents/Other%20Publications/How%20to%20deal%20with%20a%20Dispute%20or%20Complaint%20in%20a%20Catholic%20School.pdf>