Our Lady of Lourdes
Catholic Primary School, Dardanup

Kindergarten Handbook

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OUR LADY OF LOURDES KINDERGARTEN

Welcome to Our Lady of Lourdes School, where we cater for children from Kindergarten to Year Six.

Our Vision

Our Vision is to be a welcoming community of Many Minds and One Heart in Christ. Our strength is our committed and high quality staff with excellent connections and communication across your groups. This provides a whole school consistency of approach to learning and has led to our strong academic results and excellent reputation.

Our Mission

Our Lady of Lourdes is an expression of the life and pastoral care of the Church in the local community. With Christ as its inspiration and guided by Gospel values, the school strives to promote the education and development of the whole child. Our MISSION is to provide a high quality education that will inspire an ongoing love of God and embraces our Core Values.

We value:

<table>
<thead>
<tr>
<th>Integrity</th>
<th>Compassion</th>
<th>Courage</th>
<th>Justice</th>
<th>Respect</th>
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</thead>
<tbody>
<tr>
<td>Developing your whole self to become your best, demonstrated by consistency between thoughts, judgements, choices and actions</td>
<td>Having a deep concern for others, especially those who are suffering, shown through kind words and actions in an effort to lessen their suffering</td>
<td>When facing difficult choices, choosing good actions, despite the possible consequences or the opinions of others</td>
<td>Endeavouring to give each person what is rightfully due to them, and treat them with fairness, because of the inherent dignity of each person</td>
<td>Valuing yourself and others because each person is made in the image of God</td>
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<td>We show this by:</td>
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<tr>
<td>• Standing strong for what you believe</td>
<td>• Including others in games</td>
<td>• Asking for help</td>
<td>• Standing up for yourself and others</td>
<td>• Treating others as you want to be treated</td>
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<td>• Saying it, meaning it, doing it</td>
<td>• Caring for the school and yourself</td>
<td>• Doing what is right even if it is difficult</td>
<td>• Taking care of other people’s belongings</td>
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<td>• Telling the truth</td>
<td>• Forgiving others when they make mistakes</td>
<td>• Going ahead even when you feel like giving up</td>
<td>• Saying please and thank you and using people’s names</td>
<td>• Being a leader inside and outside the classroom</td>
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<tr>
<td>• Being a leader inside and outside the classroom</td>
<td>• Noticing when others seem sad or troubled and help them</td>
<td>• Saying sorry and owning up to your mistakes</td>
<td>• Following the school rules</td>
<td>• Making good choices and learning from your mistakes</td>
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<tr>
<td>• Making good choices and learning from your mistakes</td>
<td>• Finding the Spirit of Jesus in people we talk to</td>
<td>• Trying new things</td>
<td>• Sharing fairly with others</td>
<td>• Keeping the classroom and playground clean</td>
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Staff 2017

Principal: Angela Hegney
Teacher: Mrs Kylie Madaffari
Teacher Assistants: Mrs Brooke Chatfield
Mrs Suzi Faed

Session Times

Tuesday, Thursday & Friday: 8.45am – 3.05pm
Recess: 10.30am – 10.50am
Lunch: 12.50pm – 1.30pm

When your child is settled or when the bell rings, please say goodbye to your child and leave (unless on roster) to avoid distress/distraction.

Some children will find their parents leaving difficult. Establishing a routine when they arrive at school, and telling your child you will return when school is over, will make the first few days easier.

- If your child experiences ANY difficulties as you leave we will let you know.
- In extreme cases, when a child does not settle, we will contact you by telephone.

Transition Plan

We no longer have a transition program, kindergarten children can attend full days from the start of term.

Communication

Recognising parents as the first educators of their children, Kindergarten education seeks to build upon home learning. Please feel free to come and discuss your child’s development or any other concerns. It is also important that we know any background information, eg (prior speech therapy, allergies, ailments, etc) as soon as possible. (See Insert)

The teacher will conduct periodic parent interviews throughout the year to discuss your child’s progress or any problems, which may arise.

The newsletter and the Information Board will keep you in touch with what is happening in the centre and elsewhere in the school and community.

A school diary will be used to communicate daily messages, for example, if your child is catching the bus.
What will your child do at Kindy?
In a word ..........Play!

Exploratory play, dramatic play, creative play, manipulative play, language play, constructive play, physically active play and cooperative play.

With blocks, paint, glue, dough, water, sand, jigsaws, books, dress-ups, games, balls, cubbies, swings, climbing frames, beams and slides.

The numerous types of play provide the children with opportunities for:

- Speaking and communicating
- Listening
- Observing
- Exploring
- Manipulating
- Discovery
- Achieving success
- Relating to the environment
- Sharing
- Developing creativity and initiative
- Trusting self and others
- Cooperating
- Socialising

Out of which grows the child’s

- Knowledge
- Understandings
- Conceptual development
- Personal development
- Sense of self
- Self esteem
- Attitudes, appreciation’s and values
- Skills and abilities
- Self expression
- Independence
- Fine/gross motor control
- A love of learning
What Will Come Home?

- Although most children love to paint, glue and create all manner of good things, we ask you to remember that it is the process rather than the product that is important. Try not to ask what your child has in his/her bag each day. He/she may have been just too busy learning through play to have made something to bring home.
- Of course, when creations do turn up in his/her bag, value his/her efforts and ask the what, how and why questions, helping him/her to recall that ever important process.
- Having said all that, the children are encouraged to take pride in their efforts and to do the very best that they can.

Rosters

We have Parent Help Roster and a Washing Roster. Your involvement in either roster would be most appreciated.

Parent Roster
All parents and grandparents are invited to be on parent help. The roster will commence later in Term One, to allow children time to settle into their new learning environment. Parent Rosters give you the opportunity to work and play alongside your child and to assist with preparation tasks. Please add your name to the Roster, which will be placed on the door.

It is appreciated that younger children may need to accompany rostered parents. They are most welcome to participate in the Kindergarten, although, they remain the responsibility of their parents.

Washing Roster
A small load of aprons, tea towels and hand towels are sent home at the end of the week. The roster will be displayed on the pin-up board if you wish to add your name.

What to Bring

Your child will need a backpack or similar, (large enough to fit A4 size work) for carrying to and from school.

Booklists

A booklist will be given to you prior to Kindergarten commencing.

Food and Drink

- A Healthy snack for recess in a small container, clearly labelled with the child’s name
- 1 sipper/drink bottle filled with water
- A packed lunch, e.g. Sandwich, drink and a piece of fruit, in a separate clearly labelled lunch box

Library
The children will attend the Library once a week. Each child needs a library bag. Each child must return his/her book before borrowing another book. We will let you know when we begin attending the Library.
Clothing and Footwear

- Children come to Kindy to play and be creative which can be very messy. Please dress them in comfortable play clothes. Aprons are provided, but may not stop all paint, glue, etc.
- A spare set of clothes in your child’s bag is recommended in case of emergencies.
- Please dress your child in clothing that they can manage to remove for toileting. Overalls and buckles can cause difficulty.
- Hats are a must for outside play and are to be brought to every session.
- For comfort and safety we often go barefoot, so shoes which your child can manage to put on and take off are recommended.
- Please ensure that your child’s belongings are all labelled with their name.

Birthdays

Birthdays are exciting! In Kindy, we celebrate by giving each child a birthday certificate or sticker and singing “Happy Birthday”. Children often like to bring a treat to share with their classmates on this special day. We prefer small individual cakes or biscuits.

How can Parents Assist?

- Discuss with us any information which may help us to understand your child better
- Ensure that your child has adequate sleep
- Show an interest in what your child does at Kindy
- Encourage your child to be independent and try new things
- Praise your child’s efforts
- Use lower case letters from the NSW Foundation Chart provided when writing your child’s name (see attached)

What to Save

We can use all your scraps:
Clean empty boxes, bottle tops, scraps of material, buttons, corks, old Christmas and Birthday cards, Easter egg foil, gladwrap rolls, ice-cream or yoghurt containers and anything else that might be useful.
*Don’t think you’re getting rid of all of this – it will come back reformed into some masterpiece one day!*
**Anaphylaxis**

Your child’s health and safety is of utmost importance to us. At Our Lady of Lourdes School we have several students who have allergies to foods, which with exposure could place their lives at risk.

One of our students in the Junior Primary area has a serious allergy to nuts and shellfish. Exposure to these allergens could cause an anaphylactic reaction. Parents need to be aware that we are NOT dealing with a mild allergy that will result in some discomfort and a rash. **WE HAVE A STUDENT WHO IS HIGHLY ANAPHYLACTIC AND EXPOSURE TO NUTS OR SHELLFISH WILL BE LIFE-THREATENING AND NECESSITATE EMERGENCY TREATMENT AND HOSPITALISATION.**

Exposure to nuts and shellfish pose the most serious risk and so are NOT PERMITTED in the Kindy/Pre-Primary area. Nuts are included in many processed products. Examples are muesli bars, some chocolate bars, some biscuits, and foods cooked in peanut oil, but there are many more. Shellfish include crab, crayfish, oysters, mussels, and prawns and may be included in foods such as fried rice products (as shrimps/prawns). Please read labels very carefully and DO NOT SEND YOUR CHILD TO SCHOOL WITH ANY PRODUCT THAT STATES IT CONTAINS NUTS OR SHELLFISH (LABELLED CRUSTACEA).

In addition to this, some products are labelled with “May contain traces of nuts and/or crustacea”, or “Processed on equipment that also processes nuts and/or crustacea”. These products are also a risk for an anaphylactic child, but possibly not as immediate or extreme as direct exposure. Ongoing exposure however, can lead to a child becoming more sensitive to these foods over time. Examples of such labelling for nuts include “Tiny Teddies” and most other biscuits, most chocolate products, “LCM” bars and some yoghurt products. Shellfish, labelled, as “crustacea” are included on some brands of rice crackers. We PREFER you look for alternatives to foods labelled in this way, which we understand is difficult. Even the content of a product can vary across different brands, SO IT IS IMPERATIVE THAT LABELS ARE READ CAREFULLY.

It is important that we are all working as a team to ensure the welfare of our students. Attached is a GUIDELINE of products that are not permitted, are best avoided and are mostly safe. **AS PRODUCTS VARY BETWEEN BRANDS AND AT TIMES A SINGLE PRODUCT MAY HAVE ITS CONTENTS CHANGED, THIS IS A GUIDELINE ONLY AND ALL LABELS MUST BE THOROUGHLY READ.**

**AS A GUIDE ONLY THE FOLLOWING PRODUCTS:**

**ARE NOT PERMITTED**
- Peanut Butter/ Peanut Paste
- Peanuts and other nuts
- Nutella
- Muesli bars (most contain nuts)
- Fruit and nut mixes
- Chocolate containing nuts (Picnic, Snickers, Peanut M&Ms)
- ‘Chinese’ foods and other foods cooked in peanut oil
- Shellfish, including crab, crayfish, oysters, mussels
- Dried fruit packets, that include nuts
- Cereals that include nuts
- Satay sauced products
- Carrot cake and other cakes with crushed nuts
- Marzipan
- Christmas cake and pudding
- Nougat
ARE BEST AVOIDED *(These are examples of a few items only - a full list is very extensive, please read labels)*

"May contain traces of nuts"
“Processed on equipment that also processes nuts and/or crustacea”
‘Tiny Teddies’ and most biscuits
Most chocolate products
Rice crackers – check different brands
Commercially produced pizza – due to cross contamination from other items
Some bread products
Some yoghurt products – especially those that include muesli
‘Dessert’ style snack packs – check brands
‘Kellogs’ LCM bars
‘Hot Shots’ brand ‘Scooby Doo Cookie Snacks’
‘Mainland’ brand ‘Munchables’ snack pack
Some canned fruit state ‘may contain traces of nuts’ (and have been found to do so)
‘Hundreds and Thousands’ – checks brand

ARE MOSTLY NUT FREE *(but always check labels)*

Fruit
Vegetables
Sandwiches (check label on bread) with meat or salad fillings
Quiche – home made
Rice cakes – check label
“Eskal” brand “FreeNut Butter” – a nut free alternative to peanut butter available in health food stores and health food aisle of some supermarkets.
“Sweet William” brand “Chocolate Spread” - a nut free alternative to ‘Nutella’ available in health food stores and health food aisle of some supermarkets.
Salads
Vegetable sticks with dips (nut free)
Dried or preserved fruit – check label if not home processed.
Some yoghurts
“Ajitas” Vege chips
“Yoplait” brand ‘le rice’ dessert snacks
“Sun Valley” brand ‘true fruit’ bars
“Kids Care” brand ‘Rice wheels’
“Heinz” brand ‘Little Kids Bikkies’
“Heinz” brand ‘Little Kids mini rice cakes’
Pikelets – home made or “Golden” brand
“Dairy bites snackabouts”
“Goulburn Valley” diced fruit packs
“Devondale” brand ‘Cheese shapes’ and other ‘nut free’ labelled cheeses
‘Vegemite’
Health Issues

- If your child is not well, it is important that they be kept at home for his/her comfort and in consideration of the other children at the centre.
- In the event of your child falling ill or being injured, you will be contacted immediately. In serious cases, if you or the emergency contact nominated by you, are unavailable, your child will be taken to the hospital after the School Principal has been notified that this is necessary.
- Immunisation is encouraged.
- Please observe the Health Department guidelines in cases of contagious illness.

HEALTH DEPARTMENT GUIDELINES

Children are excluded from attending Kindy during the following illnesses:

Chicken Pox: 14 day incubation period. Return when crusts have separated from blisters (5 – 6 days)

Conjunctivitis: Excluded until the treatment is complete

Diarrhoea: Excluded until bowel actions return to normal

Head Lice: Excluded until effective treatment has been given and hair is free of nits and lice

High Temperature: Advisable to keep your child home at least 24 hours after any illness involving a high temperature, to ensure the illness has abated.

Infectious Hepatitis: 14-60 day incubation period. Excluded until a medical certificate is produced.

Measles: 10-14 day incubation. Excluded four days from the appearance of the rash.

Meningitis: Excluded until a medical certificate is produced

Mumps: 18 day incubation period. Excluded until symptoms have subsided.

Rubella (German Measles): 14-21 day incubation period. Excluded for at least five days after the appearance of the rash.

Scabies: Excluded until a medical certificate of recovery is produced.

Scarlet Fever: Excluded until a medical certificate of recovery is produced.

School Sores: Excluded until sores have healed.

Upper Respiratory Tract Infection: Probably the most common condition suffered by young children. Exclude until symptoms subside.

Vomiting: Exclude until symptoms subside

Whooping Cough: 7-14 day incubation period. Excluded for four weeks or until medical certificate is produced.
PROPOSED TERM DATES FOR 2017

**Semester One**

**Term One**

Students Commence: Wednesday 1\textsuperscript{st} February (*Kindy students commence on Thursday 2\textsuperscript{nd}*))

Students Finish: Thursday 6\textsuperscript{th} April

**Term Two**

Students Commence: Wednesday 26\textsuperscript{th} April (*Kindy students commence on Thursday 27\textsuperscript{th}*))

Students Finish: Friday 30\textsuperscript{th} June

**Semester Two**

**Term Three**

Students Commence: Tuesday 18\textsuperscript{th} July

Students Finish: Friday 22\textsuperscript{nd} September

**Term Four**

Students Commence: Tuesday 10\textsuperscript{th} October

Students Finish: Friday 8\textsuperscript{th} December
Dear Lord,
Thank you for our families, who show us love and care.
Thank you for our friends, because they are always there.
Thank you for our teachers, who always help us learn.
Thank you Lord for everything, you always show concern.
Help us always listen, to what others have to say.
Help us share with everyone, each and every day.
Help us always try our best in all that we do.
Help us Lord in everything, to become more like you.
Amen