



St Paul's Lutheran Primary School Caboolture

2020 Prep Handbook



Welcome to the Preparatory Year (Prep) of schooling at St Paul's and also welcome to the St Paul's school community.

We are pleased that you have chosen St Paul's to be the place for your child to commence their schooling. The program at St Paul's is based on the Australian Curriculum, and our Christian Faith. We also tap into the network of Independent Schools of Queensland through our affiliation with the Association of Independent Schools Queensland (ISQ). Lutheran Education Queensland (LEQ) also supports our programs.

Prep is a special time in a child's life. It lays the foundation for future learning, attitude and life. It is not just preparation for Year 1 and later schooling, but also a complete learning experience. As unique individuals, each child comes to Prep at differing points of development. They also bring with them a rich variety of family and cultural experiences and varied skills and interests.

For those parents who have had older siblings attending Prep, I encourage you to carefully read this handbook. This handbook should be read as a supplement to either the online Parent Handbook or a hard copy available at the start of each school year.

I trust that your time with us at St Paul's is an exciting and wonderful journey for you and your child.

Yours in Christ

Anton Prinsloo
Principal

Staff

There will be two Prep Teachers as well as two full-time Learning Assistants working in this area of the school in 2020.

Commencement Advice and Procedures

At St Paul's, we adopt a staggered approach to the enrolment of children at the start of the school year. Children are introduced to the class over the course of the first week in small numbers. The staggered start in 2020 will be $\frac{1}{3}$ in on Tuesday, 28 January, $\frac{1}{3}$ Wednesday, 29 January, $\frac{1}{3}$ Thursday, 30 January and all students in on Friday, 31 January (8.30am-3.00pm). On day 1, some children are strong and independent; they jump into Prep with enthusiasm; others are clingy and may cry. Parents may also find it hard. This is all understood by our staff as they have been through this process many times. The following advice is based on their years of experience in dealing with these moments of mixed emotions. Please read and follow the advice for the best result with your child.

On commencement of Prep, each child reacts differently. Please say "goodbye" to your child and *leave immediately*. Please do not try for the quick escape *without* informing your child, as this causes unnecessary distress and a feeling of insecurity in the child. Simply say goodbye and then make your exit.

Please do not feel embarrassed if your child clings to you or cries when you leave. It is usually short lived and the teachers can soon interest your child in an activity. Children are resilient and quickly adjust to their new circumstance. Please feel free to contact the school to enquire if your child has settled. On occasions we do ring parents to come early to pick up children should the need arise. *For this reason it is very important to keep the school informed of changes in contact information.* Also note that it is not unusual for some children to happily start Prep but after a few weeks become tearful and clingy at parting.

For the first five weeks, Wednesday's are available as a rest day or half day if your child is tiring and/or stressed with the full time component.

Prep within the School Setting

The children will experience many advantages of being part of a whole school environment. They will have the opportunity to interact with children of different ages, in formal and informal situations. They will also have access to general school resources, as well as specialist teachers including music, physical education, library and Japanese. They will assist us in providing an effective educational program as the year progresses.

What will my child learn in the Prep Year?

The learning experiences in the Prep Year will help your child to:

- Take on responsibilities
- Become more independent
- Respect other people
- Cooperate with others
- Make sensible choices about their health and safety
- Develop their physical skills
- Learn about their environment
- Develop their understanding of literacy and numeracy
- Learn how to be thinkers and problem solvers
- Use their imagination and creativity

HOURS OF OPERATION

The Prep program operates between 8.30am and 3.00pm. In the mornings, the classroom doors open at 8.20am. All parents are strongly encouraged to enrol their child at the Outside School Hours Care centre as a back-up for those times when they are unavoidably delayed getting to school to pick up children. There is a Yearly Enrolment Fee of \$20.00 per family (subject to change) when enrolling at the school's child care.

Drop-Off

School Staff supervise children in the Undercover Area from 8.00am. Students arriving between 8.00am and 8.20am must assemble in the Undercover Area not outside the Prep classrooms. You may leave your child there under the eye of the rostered staff member or alternatively you may wait with your child in the Undercover Area and escort him or her to the class when the students are released at 8.20am. In the mornings a Learning Assistant will also collect Prep students from the Undercover Area and bring them over to the Prep classrooms.

Pick-Up

Parents and caregivers are to wait in the main undercover area to pick up their child. The Prep teachers will bring the students out to the pick up area which is in front of the Prep classrooms and get them seated and settled. Once the students are settled, parents or caregivers can then collect their child from their Prep teacher. Students not picked up will stay in the Undercover Area where they can wait under staff supervision until 3.30pm.

Late Arrival and Early Pick-Up

If you are late for school, you must scan the students ID card at the office and present the printed *Late Slip* to the class teacher. Likewise with early pick-up, parents/caregivers must first report to the office and pick up an Early Departure Card, bring this card to the classroom teacher. The parent and student must then report back to the office to scan the student out early and hand the *Early Departure Slip and Card* to admin staff. If a parent will not be collecting the child, the Prep teacher must be notified as to who is authorised to do so.

Before School and After School Care

Children who attend Before School Care will be brought over to the Prep classroom at 8.25am by a carer. Children attending After School Care will be sent over at 3.00pm under the supervision of a classroom staff member.

Absences

Parents are required to advise the school of your child's absence. This can be done via the school app or by calling the **Absentee Line, 5495 8350** and leaving a message. If you do not do so, the school will text you. This is part of our duty of care process which requires us to notify parents if their child has not arrived at school. It saves us a lot of time and anguish if you advise the school. You can leave a message after hours by calling the School Absentee Number.

PARENTS IN PREP

You as parents are a major part of a team which has as its task the development of your child. Education is a three-way partnership involving Parents, Child and Teacher. Your close liaison with your child's Teacher and the Prep environment is invaluable. Please ensure that your child benefits from the opportunities to be offered at Prep by keeping in constant touch with what is happening. You are also encouraged, at this early stage in your child's education, to consider what kind of parent you are going to be; either a "supportive" parent or a "rescuing" parent. Supportive parents are those who keep an open mind and listen to what the school and its staff are saying about your child, both academically and behaviourally. A rescue parent on the other hand seeks to find fault with the school and deflect any blame or shortcoming onto the school. At St Paul's, we encourage parents to be supportive. This way, the 3-way partnership can flourish and the child will benefit.

Visiting the Prep and Joining in the Program

Parents are given the option to spend some time in the Prep Classroom. A calendar is made available on which parents indicate which day they are able to help in the classroom. Younger brothers and sisters are welcome, as long as parents take the responsibility for them and any mess they make. It would be appreciated if you could prevent them from becoming a distraction during listening times.

Why Do We Want Parents in Prep?

Children make better educational progress if parents take an interest in their schooling. With your help, we can give your children a much better education than we could on our own. However, we ask you to be professional in two ways:

1. Don't discuss your children's difficulties or concerns within hearing range. They do hear what is said about them and it may have an influence.
2. Never talk about the faults and problems of other people's children, whom you may have seen at Prep. Gossip can be really destructive. All children may behave badly at times. Please take this into account before passing judgement on others. Please take any concerns directly to the Prep Teachers.

School Newsletter

The school newsletter is produced each Tuesday and will be emailed to each family. Therefore it is important that you notify the school of your current email address. The best way to do this is to email us directly. The school's email address can be found at the end of this handbook.

The newsletter is the main channel of communication between school and parents. Announcements affecting changes to the day-to-day operation of the school will always be included in the newsletter as well as the school app.

Excursions Notices

Special visits and excursions may take place in support of the Prep program. Notices will be emailed giving advance details and calling for parent helpers.

SeeSaw

The SeeSaw App is another way Prep teachers will send home information. It is also available for your child to send home photos and videos of their work.

Conversations

Conversations with the teacher can be arranged with prior notice. Please write your request on a note for the teacher so that a suitable time can be arranged. You can alternatively ring the School Office and ask for an appointment. Parent-Teacher Conversations will be conducted at the end of Term 1, and when requested or necessary.

School Reports

Prep Teachers prepare written reports at the end of Terms 2 and 4. These are different in style to the rest of the school and reflect the nature of Prep learning.

Additional Information

Any additional information or Notes will be emailed home. Please check your email regularly so you are aware of any additional information relating to Prep or the whole school community.

Out-of-School Issues

Events in family life such as major illness, visits, trips away, moving house, accidents or death of family, friends or pets can be of major concern or excitement for children and may influence their behaviour. It is important for the home and Prep to share information which may affect the child. Please also advise us of any special skills, interests, occupational or ethnic backgrounds, or resources your family may have that might be of assistance. Your contributions can enrich the Prep Program by adding a real life dimension to a range of activities.

FOOD

Diet

It has become increasingly well researched and documented that diet does have a significant effect on children's' behaviour and learning. Children need to be provided with healthy food so that their bodies gain essential nutrients for growth and learning. Please consider the following advice, as it is given in the best interest of your child.

Note: Please advise the teacher if your child has any special dietary needs.

Crunch and Sip

The school has implemented a healthy snack programme called *Crunch and Sip*. This programme happens across the whole school (Prep – Year 6) at around 9.30/10.00 o'clock every day. The children are asked to bring a piece of fresh fruit or raw vegetables in a small container to school every day.

We do ask that each child brings a water bottle to school every day. Crunch and Sip takes place in **addition** to our normal morning tea and lunch breaks.

Some healthy food ideas for the day include the following: **(see Appendix 2)**

Recess: Fruit, Dried Fruit, Celery, Carrot, Cheese, Cracker Biscuits, Yoghurt

Lunch: Sandwiches with a Healthy Filling, Salad, Fruit

Drinks: Water is Best - **no cordial or soft drink please**. Also be on the look out for fruit juice "drinks". These are not fruit juice, but highly sweetened, watered down fruit juice of dubious value to the children. 100% fruit juice is preferable, *but water is best*. (Ask your teacher about the storage of bottled water for the children).

Please remember to include a spoon or fork if necessary.

- Do not bring foods that need heating.
- We ask that all food be in one lunch box with an **ice pack**.

NUT FREE SCHOOL

There are students in the school who can have severe allergic reactions to ground and tree nuts and products. Parents are asked **NOT TO SEND** raw nuts (*peanuts, tree nuts*), *peanut paste, Nutella, muesli and health bars with nuts*. The severity of the allergy is such that physical contact with surfaces that have come in contact with nuts/nut products can trigger a reaction.



Unacceptable Foods

- Packaged food, sweets, high fat or gimmicky foods and drinks: Roll-Ups, lollies, chocolates, cakes, poppers, cordials, chips, cream or sweet biscuits, dessert yoghurts, packaged bars, packaged snack dip foods, Twisties, sweet buns, slices, etc.
- Soft drinks and chips are not permitted.

Foods are not regarded as good or bad, but as healthy and treat foods. The emphasis should be on healthy food for growth and learning, and *occasional* treat food for fun and pleasure.

Tuckshop

From the commencement of Term 1 (Week 2), Preps are able to access tuckshop which is run at St Paul's three days a week on a Wednesday, Thursday and Friday. Tuckshop is run online using the Flexischools ordering system. More details about the Flexischools ordering system can be found in your Orientation Pack.

SCHOOL UNIFORM

The St Paul's uniform, coupled with good grooming, projects our school image and encourages pride in the school. The uniform also serves to set a consistent and good standard of dress to be shared by all students, irrespective of family background. Prep students are required to wear the school's official sports uniform to school each day (**see Appendix 1**). **Please note that green tights are not part of the Prep Uniform.** Uniforms may be purchased from the school uniform shop located alongside the administration building. The Uniform Shop opens on a Wednesday 8.00am – 9.00am & 2.30pm – 3.30pm and on a Friday from 8.00am – 9.00am.

Compulsory Accessories

To encourage the school image and pride, compulsory school accessories are added to the uniform. These accessories are Homework Folder, Library Bag and School Bag. (**see Appendix 1**).

Shoes

Children are required to wear white sports shoes (preferably with velcro tabs) to and from Prep and at all times whilst at school (not Dunlop Volley sandals). During our PMP program shoes are usually removed. Our program and equipment are designed to strengthen feet and legs and this objective may be hindered when a child wears shoes.

Hats and Sunscreen

All children must have a school hat – clearly named. The school operates a **No Hat No Play** policy. Sunscreen is provided by the school. Sunscreen may be applied by the parent each morning. You may bring your own sunscreen (clearly named) and leave it at Prep. Please inform staff if your child has sensitive skin that requires more regular application of sunscreen.

Clothing

Requesting that the child not get dirty, places limitations on the child and restricts the range of activities in which the child can participate. All children will need a spare set of clothes left in their Prep bags. **Please label all clothing and shoes with a permanent marker.**

Hair

Hair is to be kept neat and tidy without colour, spikes or tails. Long hair past collar length must be tied back and longer fringes over eyebrow must be secured off the face. Cuts should not be shorter than Number 3. There are to be no severe undercuts, tracks or patterns. No hair products (eg. Gel, mousse, etc) are to be used. This applies to both girls and boys.

Jewellery

No jewellery of any type, other than gold or silver girls' plain sleepers or gold or silver plain round metal studs (one plain sleeper or stud per ear, no gem stones, crosses or shapes). Sleepers and studs must be either taped or removed during sporting activities, or as required by the sports code. No earrings permitted for boys. No Make-Up. No Nail Polish.

LOST PROPERTY

All your child's clothing and belongings should be *clearly marked*. In the first instance, lost items will be placed on the benches near the door. Always check there first. Alternatively, you can check the school's lost property box located near the Undercover Area for misplaced or missing items. This may be the case if items are lost whilst at Out of School Hours Care.

BIRTHDAYS

These days are very special in the lives of Preps. If you would like to bring a cake to share, leave it with Prep Staff in the morning who will share it at a convenient time as the children can sometimes display a significant change in behaviour from the food colourings and additives in the cakes. Treats such as cup-cakes and ice-blocks can be brought along to share at Prep. Party invitations need to be distributed outside school grounds or put into homework folders by the staff. How would you feel if you missed out on an invitation?

MEDICATION

If your child requires medication, you must fill out and sign a medication form which is available from the School Office. Make sure the medication is labelled and includes the Doctor's/Medical Professional's name, dosage and times to be administered. Medication must be brought in the bottle/packet supplied by the health professional (this includes from a naturopath). If a label is not provided, a letter from your Doctor is required. **Staff cannot administer any medication/over the counter products without a Doctor's permission.** Forms and the medication are to be left at the Administration Office. All medications are administered by **Office Staff only** (with the exception of students who can self-administer asthma medication).

Please note that all medical information forms are to be completed and returned to the school by the end of the first week.

LIBRARY

The children will go once a week to the Library. Every student is to purchase the school Library bag from the Uniform Shop. The bag will be needed on the child's designated library day. The possession of a bag is a requirement before books can be borrowed.

TOPIC TALKS

Each child will be allocated a day for sharing time (i.e. Topic Talks). Each child will stand up in front of the group and talk about a selected topic. Teachers will inform parents which topic they are to talk about.

REST TIME

Developing a pattern of rest and relaxation will help the child to cope with the stresses of everyday life. Recent research conducted at the Flinders University has confirmed what all teachers have known for years: lack of sleep inhibits learning. ***Therefore it is most important that children get a good night's sleep before attending school.*** As a guide, Prep students will need to be ready for sleep at 7.00pm (assuming they wake at 6.30am).

OUTSIDE SCHOOL HOURS CARE (OSHC)

This facility is a C&K affiliated child-care and runs under the auspices of Lutheran Education Early Childhood and School-Aged Care Services Queensland. It is Government accredited; eligible people are therefore able to receive child-care assistance. As newly enrolled parents, you are eligible to access the 2019-2020 Christmas Holiday Care Program. Call 5428 0322 to enquire about your child care needs.

CHAPEL AND CHURCH

Preps will attend Chapel. These are held each week at the Church. Chapel commences at 9.05am each Wednesday morning. Parents are welcome to attend the School Chapel Service.

At some stage during the year the Preps will be hosting a School Sunday at Church where they will perform a number of items. Further details will be forthcoming closer to the day. We expect all children to participate on these occasions.

Being a member of the St Paul's school, various youth and church activities are open to you. Pastor Mike is happy to speak with parents about baptism and confirmation, and he is available to you should you wish to contact him. To make an appointment to see him, please call 5432 4419 Tuesday & Friday.

SCHOOL ASSEMBLIES

Preps will attend Junior School Assembly which is held each Friday at 1.35pm in the St Paul's Church. Parents are welcome to attend. A feature of weekly assembly is the celebrating of student awards. You will be contacted by the class teacher if your child is to receive the award for that particular week.

DAILY ESSENTIALS

- Crunch and Sip
- Morning Tea Food (**nut product free**)
- Lunch (**nut product free**)
- 1 Spare set of Clothes (Clearly Named)
- School Uniform and Hat (all Clearly Named)
- School Bag - Large enough to hold all belongings.
- Homework Folder

STATIONERY LIST

St Paul's has a resource levy and a book levy instead of a booklist. These levies will cover the purchase of the necessary stationary requirements for Prep. A letter is enclosed in your orientation packs detailing these levies. These levies are to be paid to the school office by no later than Thursday 21 November 2019.

PARENT & FRIENDS GROUP AND FUNDRAISING

St Paul's has a P&F in the way most schools have them. The function of our P&F is to:

1. Represent fairly the interests of the parents of St Paul's Lutheran Primary School.
2. Stimulate an active interest in the life of the School by bringing parents/carers, students, staff, friends and the wider community into close co-operation.
3. Encourage fellowship amongst parents and friends.
4. Provide information and support to assist parents/carers in caring for children.
5. Assist and co-operate with the Staff in functions associated with the school.
6. Assist in the development of the School by raising funds for the purchase of equipment and the provision of amenities.

Notices of meetings for the P & F are advertised early in the year and parents who would like to volunteer to be involved in this should attend these meetings.

DONATIONS OF MATERIALS

We can use just about anything! If in doubt, just send it in or ask us. From time-to-time we will place specific requests in school newsletters.

We are always grateful for any items that may be useful. Remember your junk may be just what we need!

Cardboard/paper	Magazines
Buttons	Ice-cream containers
Containers	Corks
Cellophane	Cardboard cylinders
Wood off cuts (soft)	Envelopes
Cotton reels	Ribbon
Plastic container lids and rings	Old stamps
Greeting/Christmas cards	Wrapping paper
Material scraps	Wool
Boxes (all sizes)	Plastic
Wood shavings	Nails
String	Foil
Lace	Calendars
House paint brushes	

CONTACT DETAILS

You may ring the school to make an appointment to meet with a member of staff or leave a message.

Mailing address:	55 Smiths Road Caboolture QLD 4510
Phone:	(07) 5495 5899
Absentee Number:	(07) 5495 8350
Fax:	(07) 5498 9950
Absentee Email:	reception@stpaulslps.qld.edu.au
Business Email:	postmaster@stpaulslps.qld.edu.au
Web Site:	www.stpaulslps.qld.edu.au

What A Day in the life of a Prep Class May Look Like

TIME	Description
8.30am – 9.00am	<ul style="list-style-type: none"> ▪ Roll ▪ Calendar ▪ Devotion and chapel songs ▪ Revision – days of the week, sounds/letters, months of the year
9.00am – 10.30am	<p>Literacy & Writing Block [The Daily 5]</p> <ul style="list-style-type: none"> ▪ Confidence, persistence, getting-along, organisation ▪ Phonics and sight words games and activities (Rotation Groups) ▪ Pre-reading and guided reading activities ▪ Reflective narrative & informative writing activities ▪ Fine motor activities (e.g. Cutting, pasting, threading, play dough) ▪ Topic Talks ▪ Interactive Whiteboard activities/games ▪ Listening to reading <p>Fruit, water and toilet break</p>
10.30am – 11.00am	<p>PMP</p> <ul style="list-style-type: none"> ▪ Obstacle course, skipping, hopping, jumping, balancing, throwing and catching <p>Outdoor Play</p>
11.00am – 11.30am	<p>Grace & Transition</p> <p>Morning Tea</p>
11.30am – 12.30pm	<p>Maths Block [The Daily 3]</p> <ul style="list-style-type: none"> ▪ Maths games and songs ▪ Measuring, numbers, sorting, colours, matching, patterns, shapes, counting ▪ Interactive Whiteboard activities/games
12.30pm – 1.00pm	<p>Outdoor Play</p>
1.00pm – 1.30pm	<p>Grace & Transition</p> <p>Lunch</p>
1.30pm – 2.45pm	<p>Specialist Lessons /Integrated Studies/Christian Studies</p> <ul style="list-style-type: none"> ▪ Music, Library and PE ▪ Me and My Family, Cultures – Toys and Christmas, Bible stories, chapel visits and presentation, Christian songs, acting, learning about the church and its people
2.45pm – 3.00pm	<ul style="list-style-type: none"> ▪ Pack up and prepare for home time

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Crunch and Sip

What is Crunch and Sip?

Crunch and Sip is a set break to eat raw fruit or salad vegetables and drink water in the classroom. Students *re-fuel* with fruit or vegetables during the morning and /or afternoon – this breaks the fasting period between meals assisting physical and mental performance and concentration in the classroom.

Each day, students bring a small container of raw fruit or vegetables to eat in the classroom at a set time (usually approximately 10am). Each child also has a bottle of water in the classroom to drink (sip) throughout the day to prevent dehydration.

In the classroom

Students bring a piece of fruit or vegetables to eat in the classroom each day. This is to be in a small container.

Daily sample serves recommended by the Australian Guide to Healthy Eating:

Age 4-7 Years	Vegetables and Legumes 2-4 Serves	Fruit 1-2 Serves
Age 8-11 Years	Vegetables and Legumes 3-5 Serves	Fruit 1-2 Serves
Age 12-10 Years	Vegetables and Legumes 4-9 Serves	Fruit 3-4 Serves

Only *permitted* fruit and vegetables will be allowed. All fruit and vegetables are to be washed at home before eating please.

The following fruit and vegetables are recommended:

- All fresh fruit (e.g.: whole fruits, chopped melon etc).
- Dried fruit – please limit this food as it contains concentrated sugar and tends to cling to teeth, increasing the risk of tooth decay.
- Vegetables – all fresh vegetables e.g. celery, carrot sticks, broccoli, cherry tomatoes, capsicum, cucumber, etc.
- Water – Only plain water.

Food NOT suitable:

- Processed fruit products e.g. fruit leather, roll ups, fruit metres, etc.
- Fruit jams or jellies
- Fruit pies or cakes
- Fruit canned in syrup or with artificial sweetness
- Canned or processed vegetables
- Vegetables or potato crisps, hot potato chips, olives.
- Vegetable pasties (pies, pasta, sausage rolls, etc.)
- Baked vegetable treats
- Vegetable cakes, fritters, quiches or similar
- Popcorn
- **NO NUTS**

Remember this is for a small break between breakfast and morning tea time. Some classes may decide to include a small break between lunch and afternoon tea time. Please do not hesitate to contact the school if you wish to discuss this further. Thank you for your support in this great initiative to improve the quality of your child's learning.



St Paul's Lutheran Primary School Term Dates 2020

Term	Dates	Length
Term 1	Tuesday 28 January – Friday 3 April	10 Weeks
Term 2	Monday 20 April – Friday 26 June	10 Weeks
Term 3	Monday 13 July – Friday 18 September	10 Weeks
Term 4	Tuesday 6 October – Wednesday 2 December	9 Weeks

St Paul's Lutheran Primary School Public Holidays & Pupil Free Days 2020

Term	Dates	Public Holiday / Pupil Free Day
Term 1	Monday 27 January Friday 3 April	Public Holiday – Australia Day Pupil Free Day – Student/Parent/Teacher Conversations
Term 2	Monday 20 April Monday 4 May Friday 26 June	Pupil Free Day – Staff PD Public Holiday – Labour Day Pupil Free Day – Report Proofing
Term 3	Monday 10 August	Public Holiday – Show Holiday
Term 4	Monday 5 October Monday 19 October Friday 20 November Thursday 3 December Friday 4 December	Public Holiday – Queen's Birthday Pupil Free Day – Verification Day Pupil Free Day – Report Proofing Pupil Free Day – Year End Pupil Free Day – Year End

Ready for school Checklist

2019

- Attend school orientation or transition.
- When immunisations are due, ask to have your child's hearing and eyesight checked.
- If your child has an allergy, medical condition or any special needs, inform the school as early as possible and make an appointment to see the principal.
- Fill in travel pass application if this applies to you.
- Organise who will be looking after your child before and after school. Fill in the applications for and OSHC (Outside School Hours Care) service if needed.
- Pack a spare pair of underpants, socks and a change of clothes in a plastic bag. Let your child know these are in their bag in case they have any toilet accidents at school. Keep these spare clothes in the bag **all year**.

Some things you'll need to buy for School

- School Uniform (sports, summer, winter)
- School Hat
- School Shoes (Velcro)
- School Bag (Available from uniform shop)
- Lunch Box (get your child to choose one they can open)
- Drink Bottle
- Library Bag (Available from uniform shop)

2020

- Write your child's name on everything!
- Make sure you have your school's phone number.
- Teach your son to use a urinal if he doesn't know already.

The night before the first day of school

- Lay out your child's uniform, shoes and socks.
- You may want to make your child's lunch tonight and pop it the fridge.
- Help your child pack their school bag.

The first day

- Be positive and happy about the first day with your child.
- Let your child dress themselves as much as possible.
- Tie long hair back or plait hair.
- Apply sunscreen to your child each morning. They will need to wear their school hat when outside the classroom.
- Take photos!

The first weeks of school

- The school will let you know when you may need to pack items for activities such as sport, art or library.
- Children are often very tired in the first few weeks of school. Your child needs lots of sleep.
- Give your child a healthy breakfast to get them through each day.
- Make sure your child knows who will pick them up each day.
- Check your child's bag each night for school notes and lunch leftovers.
- Try to establish regular morning routines.
- Start a home reading routine.
- Talk to the teacher about helping in the classroom, if you can.
- Chat to your child about their day at school.
- It is very important that your child still has time to relax, play outside and do things that they enjoy once they start school.

Adjusting to the first weeks of School

Starting school can be a very emotional time for a child. For first time students, being away from parents, adjusting to a new environment with new people, and adapting to a new routine can be overwhelming. You can help by talking about the positive aspects of school. Tell stories about your happy, funny and enjoyable experiences at school. Talk to older siblings about the ways they can help so they don't tell scary stories.

- Establish regular bedtime and wake-up routines. Children, including teenagers, need plenty of sleep. They may be more tired than usual and need time to relax. You may find that rather than becoming more grown up, young children might regress or become more difficult or defiant, in response to the stress of the new routine.
- Celebrate the start of school with a special meal or outing. Make the experience as happy and positive as you can.
- Children normally shed a few tears when they part from their parents. Try not to extend your stay because it can prolong and intensify the child's reaction. This behaviour may last a few days or weeks. Teachers are prepared to handle the situation and if alerted that the child may react badly to separation, they can give the student a special job or a partner in the class to help with the adjustment period. Even if children have been to school previously, they might still find their initial weeks a period of change and stress.

Talking to your child

Your child may be anxious about what to expect at school. If so, one way of helping them is to talk through their fears:

- Explain where they'll be going, what they'll be doing and for how long.
- Set aside time to talk about school and take an interest in what they have been doing.
- Listen carefully to any worries your child might have, but build on their positive experiences.
- Find out about what happens at school during the day so you have a realistic picture.
- Keep a regular routine at home to keep stress to a minimum.
- Use school newsletters and information to make sure your child knows what is happening and is informed and prepared about any changes to their routine.
- Encourage your child to build friendships with children in their class.
- Keep positive as most problems will resolve themselves as your child adapts to a new way of life.

Adjusting to the first weeks of School

Helping your Child

- Even little children get the blues. If your child does not seem happy or is acting differently, try to find out what is upsetting them. If nothing seems to work, check with the school.
- School aged children can be demanding and irritable. Be patient and reassure them that they can make a success of the year.
- Help your child get the best out of school. If they seem low or don't want to go to school, try and find out why and, if necessary, contact the school.
- Set some ground rules with your child but be prepared to give and take on what they can and can't do. Avoid excessive penalties and try to keep things in balance.
- If your family is going through change, allow yourself and others in the family to have mixed feelings. Different members of the family may feel differently about the same event. Try to let everyone express how they feel.
- Some children like to have other trusted adults they can talk to like a grandparent, aunt or uncle, a teacher, youth worker or family friend. Encourage them to reach out to someone else if you are finding it hard to get through. Often they just need a sympathetic ear as they talk about their anxieties.

Getting Organised

Busy families need organisation so parents and children can keep their lives together, running smoothly and happy.

- Fill in the household calendar together as a family. Write the times when family members have commitments and when after school activities end. Write down who is responsible for picking up the children or whether they will bus or walk home on a given day. Complete as far ahead as possible to keep up with changes.
- Use technology. Update family phones with school contact information. Download the St Paul's school app to get notifications, advise of absentees, access school calendar and newsletter.
- Plan menus for the week. Make a grocery list and shop for fresh, healthy items for children to have for quick, nutritious breakfasts, to bring to school for lunches and to eat at home for after school snacks. Expect the family to be together for the evening meal.
- Decide the appropriate use of technology. Rather than defaulting to the 'electronic babysitter' when you are busy doing household chores or planning the next day, decide on family rules about appropriately using media and technology.
- Use your networks. Family members and friends are often willing to help by giving children a ride home or a place to study and play after school, so make use of these options. Take turns with household chores and sharing the workload.

Appendix 1



Appendix 2



NOTES