



# Immaculate Heart College

*Through Mary to Jesus: "The Way, the Truth and the Life" John 14:6*

## **3 Year Old Kindergarten Parent Information Handbook 2019**

### **Vision Statement**

Immaculate Heart College offers an holistic education of academic excellence with a sound formation in Catholic doctrine. The College seeks to develop in its students the competence, conscience and compassion that enable them to strive to fulfil their potential as upstanding citizens of our society and as people of faith. Thus, it assists them to grow in their union with Christ: *Through Mary to Jesus: "The Way, the Truth and the Life" (John 14:6)*

## General Information

**Principal:** Mr Lucas Hurley

### 3 Year Old Kindergarten Staff

**Teacher:** Miss Jacinta Erceg

**Educational Assistants:** Ms Marie Laundry and Miss Emilie Corrie

**Attendance days and time:** Monday and Thursdays  
9:00am -3:00pm (first two weeks of the year are  
half days- 9:00am-12:00pm)

- Half days- Monday 4<sup>th</sup> February- Thursday 14<sup>th</sup> February (9am- 12pm)
- Start of full days- Monday 18<sup>th</sup> February

**School Address:** 34 Santa Gertrudis Dr, Lower  
Chittering WA 6084

**Phone:** (08) 9571 8135



We would like to extend a very warm welcome to you and your family as you join our Immaculate Heart College community.

We look forward to an exciting and rewarding year with your child.

### What is Pre-Kindy?

Pre-Kindy is an educational program designed for children aged three years. Conducive with Early Childhood philosophies, the program is play based and provides children with meaningful experiences that promote the development of spiritual, social, emotional, language, intellectual, creative and physical skills.

In a happy, safe and stimulating environment, we aim to enhance your child's sense of wonder, exploration and independence. We aim to create a caring and stimulating environment and work with parents to lay the foundations for your child's educational journey which begins in the early years.

### Who may attend?

Our program is offered to children who are three years of age. Regulations prevent us taking a child until he/she has celebrated his/her third birthday.

### What to wear to Pre-Kindy?

Comfortable clothes suitable for indoor and outdoor play are preferred. Your child needs to be able to move freely, go to the toilet easily and not worry if he/she gets paint etc on their clothes. Your child needs suitable shoes which he/she can take off and put on by his/her self. (Velcro shoes are great to help promote independence.) Hates are compulsory all year round.

### What to bring to 3 Year Old Kindy

1. **A small bag or backpack-** clearly labelled with your child's name.
2. **Hat-** A school bucket hat, available from the uniform shop is highly recommended. Please ensure that it is clearly labelled with your child's name. (This can be retained for 4 year old Kindy the following year).  
**School Rule: NO HAT, NO PLAY.**
3. **Recess-** Each child is required to bring his/her own cut up fresh fruit and vegetables, dried fruit or cheese. No chocolates, lollies or chips.

4. **Lunch**- sandwiches are recommended. Anything that is easy for your child to eat on his/her own. Please be aware that we are unable to heat any food. Please be aware that we are an allergy aware school and avoid any foods that contain nuts.
5. **Shared Fruit**- Each child is required to bring one piece of fruit to each session. Fruit is washed and cut by a staff member and is shared within small groups for a afternoon snack. Cubed cheese, sultanas, dried fruit, plain popcorn or crackers, vegetables (e.g. cherry tomatoes, carrot sticks, etc.) are all suitable alternatives, particularly in winter when apples, bananas and oranges can get a little repetitive. IHC is a **Crunch & Sip School**, promoting healthy eating at every opportunity!
6. **Drink Bottle**- with water and marked with their name. No fizzy drinks, cordial, milks or juices.
7. **A change of clothing and underwear**- these are to be kept in a labelled plastic bag in your child's bag. Please ensure that spare clothing is suited to the season.
8. **Pillow**- A small pillow that is labelled with your child's name. This pillow will be used for rest time, after lunch, to make resting more comfortable. Please make sure that pillows are no bigger than a piece of A3 paper.
9. **Sunscreen**- please apply to your child prior to coming to Kindy.

#### Opening and closing Times

The Kindergarten door will be opened at 8.45am each morning, providing an opportunity for fruit to be collected, bags to be packed away, and time for a quick cuddle or play with your child. Our class bell will be rung **PROMPTLY** at 9.00am for our morning Mat Session to begin.

Your child needs to be collected **PUNCTUALLY** at 3.00 pm as a late collection time can be quite distressing for a little person when he/she is the last one left behind.

IF PARENTS ARE UNABLE TO COLLECT THEIR CHILD FROM  
KINDERGARTEN, A NOTE MUST BE GIVEN TO THE KINDERGARTEN  
TEACHER IN ADVANCE, OR A PHONE CALL MADE TO THE OFFICE,  
TO EXPLAIN/IDENTIFY THE ADULT WHO WILL BE RESPONSIBLE FOR  
COLLECTING THE CHILD.

### Class Dojo

At the beginning of the year you will be invited by your child's teacher to join our Class Dojo page. Class Dojo is an app similar to Facebook however, only the class teacher can invite people to join, and upload information and photos to it.

It also has a messaging system which is a great way for you to contact the teacher directly throughout the year.

### Students Trays

Each afternoon there will be three sets of coloured trays located outside of the Kindy classroom. Each student will have their own tray. It contains work your child has completed as well as school notes to take home. It is your responsibility to check your child's tray daily for any notifications.

### Personal Belongings

The children are asked not to bring any toys or personal belongings to Kindy as items are often lost or broken and ultimately cause unnecessary disappointment.

### Birthdays

Birthdays are a special time for celebration. You are welcome to bring a small treat for your child to share with the class.

We often have children in the Kindergarten with food allergies, so please check with us first before bringing in any treats. All birthday treats will be handed out at the end of the day.

### Allergies

**PLEASE** inform the school and classroom teacher if your child is allergic or intolerant of any particular food. This is not only for fruit time as we regularly cook in the Kindergarten and we need to be aware of any potential problems. Also if your child has Asthma or any other condition that requires an action plan, please provide the teacher and school with a current plan.

### Sickness

In the interest of other children and staff, we ask that you please refrain from sending your child to Kindy if they are unwell.

### Medication

Staff are not permitted to administer medication to children without the completion of necessary forms by parents/s. If your child requires medication please fill out the forms located in the front office.

### Parent Roster

Parent and Grandparent involvement is appreciated and valued by staff and students. The Parent Roster will begin once the children settle in. The Roster will be provided for you to choose a suitable day to come along to the classroom with your child if you do not have work commitments. We ask you to provide **CONFIDENTIALLY**, support and equal treatment for all children in the Early Childhood Centre.

Parents are always included in programmed activities and the teacher will explain any specific procedures involved in the Learning Centres. We encourage you to take part in the children's play; e.g., Home Corner, puzzles, blocks, or Playdough Table, etc. At all times, try to be aware of the children with you and those close by, encouraging them positively in their play.

Unfortunately, it is not possible to have siblings in our Kindergarten with parents who are on duty. If you cannot come without a younger sibling, it is best to visit for short periods. Your child would appreciate your visit anytime. Just have a quick word to the teacher and something can be worked out.

### Our play environment is created around the following Learning Centres:

#### **ART AND CRAFT:**

Most days, a particular time is allocated for art and craft activities. These may consist of printing, painting, drawing, modelling, collage (2D) and construction (3D). These activities offer your child an opportunity to express and experiment with a variety of different materials. We encourage your child to attempt to make many different things but we will not necessarily always encourage each child to make the same things, (e.g., a class set of green crocodiles, etc.). When your child engages in self-chosen art and craft activities, or on self-determined tasks, he/she is experiencing motivation from within him/herself.

Art and craft activities encourage your child to develop many skills including manipulation, observation, problem solving, imagination, fine motor skills (e.g., learning to correctly manipulate materials such as pencils, scissors with ease and success), conceptual development

(understanding of shape, size, colour), hand/eye co-ordination, self expression, self confidence, applying memory, appreciation and sensitivity to art and beauty.

#### **CONSTRUCTION AREA:**

Our Construction Corner consists of a variety of interlocking bricks and construction kits. Through the various media, your child has the opportunity to build and create, using various problem solving techniques. Your child will learn to deal with space, with closures (inside and outside), position in space (on top, beneath), verticals and horizontals, and directionality.

The Construction Corner also provides a place for your child to pretend he/she is constructing a skyscraper or farmyard, or roadway. It also provides an important avenue of play to develop mathematical skills.

#### **MATHS AND SCIENCE AREA:**

The Maths and Science Area is equipped with materials that will foster the development of mathematical skills and encourage curiosity for our natural environment. This area includes equipment such as scales, counters, magnifying glasses, mirrors, torches, non-fiction books, and natural materials such cones, rocks, shells and leaves. We also regularly set up science experiment for observation in this area.

#### **HOME CORNER:**

The Home Corner provides a place for your child to act out pretend situations such as playing families, shops or hospitals, etc.

The play taking place in the Home Corner might at times be imaginative, and at other times imitative. In imaginative play, your child might imitate a role of a familiar character or person, or maybe manipulate equipment as he/she has seen it used by others. Costumes will help dramatic play by offering your child props to make the situation more real.

#### **WRITING TABLE:**

The Writing Table provides an opportunity for your child to develop important pre-writing and fine motor skills. The children always have access to paper, colouring in sheets, booklets, scrap books, note books and an assortment of writing tools. When drawing and 'pretend' writing, the children are developing pencil control and are engaging in important imitative writing behaviours.

#### **READING CORNER:**

Our Reading Corner provides your child with a quiet and relaxing area where he/she can withdraw and look through a variety of books without interruption. We have a readily available selection of non-fiction books relevant to our current theme. Using our Library Corner is a step towards

your child developing a great interest in reading and listening. It also encourages him/her to take care of books and to use them correctly (left to right sequences, front to back, etc.)

### **MUSIC**

A variety of songs, games and movement activities are presented throughout our sessions to introduce particular skills such as musical expression, rhythm, beat, pitch, etc.

### **MOVEMENT EDUCATION**

This is designed to encourage the development of your child's fundamental movement skills. These include such skills as running, jumping, skipping, throwing and catching. These skills are reinforced and developed through a variety of games and fitness activities.

### **OUTDOOR PLAY**

At Immaculate Heart College we are fortunate to have incorporated into our outdoor areas some nature-based play spaces. When children engage with natural elements, they play in more diverse, imaginative and creative ways, and show improved language and collaboration skills.

Our nature-based play areas allow for the children to roll down hills, shift rocks, make mud pies, dig in sand, plant seeds, balance on logs, hop on stepping stones, play with loose parts, investigate insects, and engage in other similar play. Every day at Kindergarten, regardless of the weather, the children will spend time exploring, creating and socialising in their natural environment.

We look forward to getting to know you and your child in 2019. May it be a fun, friendly and safe year, where your child is nurtured in all areas- spiritually, emotionally, socially, intellectually, creatively and physically.

Miss Jacinta Erceg  
3 Year Old Program Teacher

