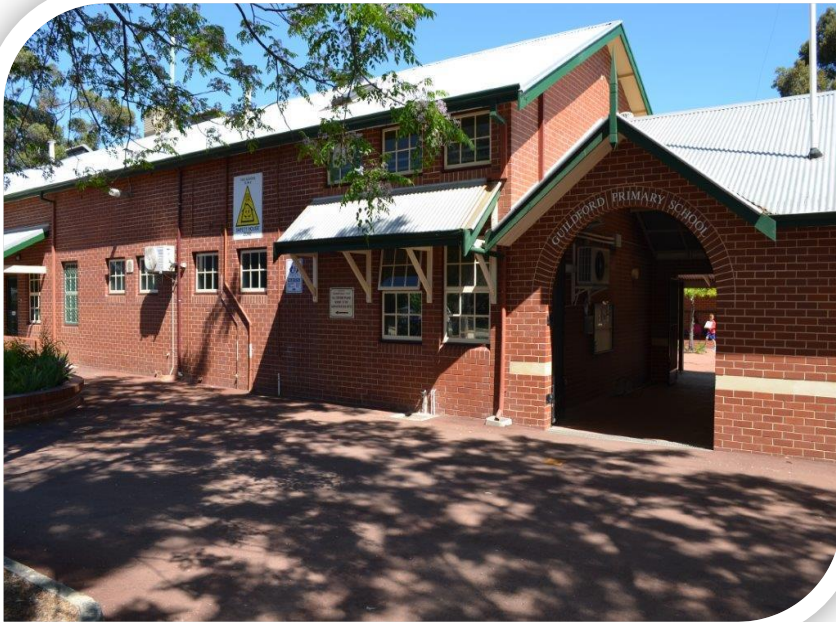




## GUILDFORD PRIMARY SCHOOL



## KINDERGARTEN INFORMATION BOOKLET 2018

125 Helena Street, Guildford WA Office Ph: 08 9377 3255 Email: [guildford.ps@education.wa.edu.au](mailto:guildford.ps@education.wa.edu.au)

### Welcome to Guildford Kindergarten

This booklet has been produced for distribution to every family in the Kindergarten. Please keep it for reference, as it should provide answers to most questions parents have about the day to day functioning of the Kindergarten Centre. Our telephone number is 08 9279 3075.

### Staff

Teachers:

**Red Group** - Mrs Johanna Ferguson

**Blue Group** - Ms Carla Hampton

Education Assistant: Mrs Bronwyn Smith

The centre is part of the Guildford Primary School and is therefore the direct responsibility of the Principal.

Principal: Ms Robyn Webster

Deputy Principal: Mr Adam Beilken

The teacher is responsible for preparing the program and for the day to day conduct of the Centre. It is important the queries concerning a child's progress, adjustment or other matters are directed to the teacher.

### 2018 Term Dates for Kindergarten

Term 1 Wednesday 31 January - Friday 13 April

Term 2 Tuesday 1 May - Friday 29 June

Term 3 Tuesday 17 July - Friday 21 September

Term 4 Tuesday 9 October - Thursday 13 December

### Session Times

**Red Group:**

Monday and Tuesday

8:50am - 2:50pm

Wednesday

8:50am - 11:30am

**Blue Group:**

Wednesday

12:20pm - 2:50pm

Thursday and Friday

8:50am - 2:50pm



### Voluntary School Contributions

The Voluntary School Contribution for Kindergarten is \$60 per child.

All contributions are payable at the school office by cash, cheque or direct debit. No EFTPOS

Incursion and Excursion costs are extra. These occur several times throughout the year.

### Online Payments

Online Payments:

Name: Guildford Primary School

BSB: 016255 ACC: 340956308

Ref: Family name and Group

Example: Hampton K Blue

You are able to pay for more than one child or more than one item in a transaction. There is no need to make individual payments on the same day

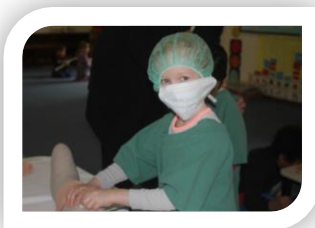


## Aims

The Guildford Kindergarten Education program aims to assist the children to further develop self-help, social, oral language, literacy and numeracy concepts, cognitive and physical skills and understandings and values, appropriate to their level of development.

For example, each child is able to:

- Gain confidence and develop independence
- Share and take turns
- Interact effectively in small and large groups
- Learn simple rules and routines
- Investigate and inquire about the world around them
- Accept responsibility for own actions
- Make decisions and solve problems



## Parent Involvement

Parents are encouraged to provide support as parent helpers during the sessions, and as participants at parent group meetings, outings and specials events. Parents, your many abilities and talents have a place here, so feel free to offer these, and if they can be incorporated into the program, it will make an even more enriching experience for the children.

Whilst on parent roster, it would be appreciated if younger siblings could be cared for to enable you to spend 'special time' with your Kindy child.

## Birthdays

We love to celebrate birthdays. A simple cake or cupcakes are all that is needed and parents are welcome of course. Please advise staff of any religious beliefs or intolerances/allergies regarding celebrations and foods.

## Clothing

Children should wear clothing, which is name labelled, comfortable, practical and suitable for climbing, painting, gluing, sand play etc. To assist with self-help skills it would be appreciated if your child could wear shoes or sandals that are easy for them to take off and put on at the end of the session.

Spare clothes are to be kept in their bag in case of accidents.

## Fruit/Water Bottle

Each Kindergarten session involves a mid morning 'fruit time.' Please send along 1 piece of fruit with your child. Instead of fruit you may wish to send carrot or celery sticks, dried fruit, cheese or crackers. Please no nuts. A name labelled drink bottle is also required and is kept on the drink trolley. Water only please.

## Toys

Please do not allow toys from home to be brought to Kindy.

## Hat

Please send your child with a hat at the beginning of the school year. This hat will be left in their work box to be available to wear during all school terms. Please label the hat. The hat will be sent home at the end of each term to be washed.

## Junk Materials

Some of the art/craft activities at Kindergarten involve the use of junk materials.

Donations would be very much appreciated, so please recycle them to us.

Materials that are useful include: wool, material, wrapping paper, silver paper, cotton reels, pop sticks, little boxes, sequins, buttons, shells, ribbon, cards, old hats, old skirts, shoes, wooden spoons, pots, pans, trays and utensils.

## Kindy Bag

A backpack (or similar) is required for your child's spare clothes, fruit and lunch.

Please ensure that your child can easily access its contents.

## Washing Roster

Occasionally, some of the children's painting aprons and several tea towels will be sent home to machine wash. Your assistance is appreciated.

## Health

An attendance roll is marked daily. If your child is unwell keep them at home. Absences must be advised of in writing, you can either SMS the school on **0407 388 021** or provide a written note explaining your child's absence. This is part of a whole school policy Kindergarten to Year Six. If you text the school you don't need to provide an absentee note. Most years we have minor epidemics and the following information may be of value.

### Infectious Diseases

Mumps

Readmit child on medical certificate from Doctor

Measles

Readmit child on a medical certificate or at least 7 days from appearance of rash if well.

German Measles

Readmit when rash has faded.

Chicken Pox

Readmit when scabs have healed and child has sufficiently recovered.

Impetigo

Exclude from school until effective treatment, given including the proper dressing.

(School Sores)

Readmit when medically controlled. Exclude from school until discharge from eyes has ceased.

Conjunctivitis

Head Lice

Exclude from school until effective treatment has been given and nits removed from hair.

(Usual to treat all the family).

Ringworm

Readmit when lesion has cleared or on advice from Doctor

Influenza

Readmit on recovery.

Children's illness should be reported as soon as possible and the above are simply a guideline. Check with your local Doctor if you are unsure of the illness your child has.

Please notify the Kindergarten if your child succumbs to any of the above as this assists us in monitoring the other children.

If your child is subject to asthma or allergies, please make sure these facts are recorded on their enrolment form. If medical conditions change during the year please inform us or the School Office immediately.

## Medication

If administration of medication is required, please complete a form which is available from the Guildford Primary School website, School Office or Kindy.

## Records

Please notify Kindy staff and the School Office if your address, phone number or emergency contacts change during the year.