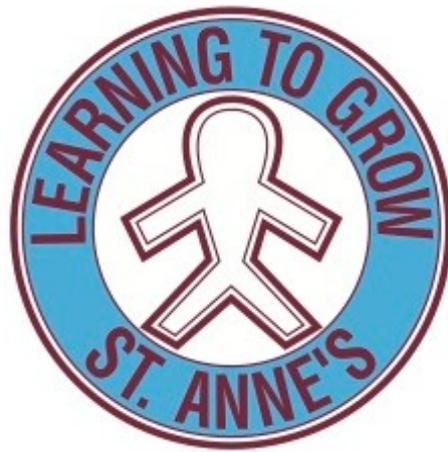


WELCOME



St. Anne's

Primary School

PREP 2023



St. Anne's
Primary School

60 KNEES ROAD
PARK ORCHARDS, VICTORIA 3114
TELEPHONE 9876 1533

Dear Parents,

I warmly welcome you to the St Anne's Parish school community. It is my hope that your family will be richer for your association with and participation in the life of our community. I invite you to "make yourself at home" here. Every family is an integral part of our community. Hospitality is a hallmark of the Parish community.

It is our sincere hope that all who belong to this school community will work together in a climate of respect, support and understanding and thus provide an environment of security and growth in which each child may prosper.

Our school is dedicated to ensuring your child settles happily into school life. The actual success and happiness of your child's first weeks will depend also on how well you, as a parent, have prepared him or her for what will be one of their most important life experiences. Parents are reminded that the Prep year is a time where the children adjust socially, emotionally, physically and spiritually to a new environment.

It is my dream that 2023 will be the first of many happy and valuable years for us all, as we share our seven year journey. I am delighted that you have chosen St Anne's as your community.

May your time at St. Anne's be happy and successful.

With my best wishes,

Michael Edmonds
Principal

St. Anne's Vision Statement

*Our vision is to be inspired
by the Gospel to live
meaningful lives that shape
and transform our world*



SCHOOL PRAYER

Dear Heavenly Father,

Thank you for all you have given us,

Our friends, our family, our parish,

And all those who care for us.

Give us the strength to grow in faith

As loving, caring children of God,

Through Christ our Lord,

Amen.

St Anne, pray for us.



PREP INFORMATION EVENING

Wednesday 16th November 6.30pm

AGENDA

Welcome and Introduction - Michael Edmonds (School Principal)

Prayer - Carrie Arbuthnot and Vanessa Morcom(Prep teachers)

Getting Ready for School 2023

Prep Teachers: Carrie Arbuthnot & Vanessa Morcom

- School Readiness
- Transition Program
- Orientation Day
- Preparing for School
- Important Reminders



From little things, big things grow...

Getting Ready for Primary School...

Make sure your child can use the toilet independently – including urinals for boys – and practise good hand-washing techniques.

If you live close to school, practise crossing roads safely as you walk the route with your child.

Set up a playdate for your child to play with a friend.

Check out the local library and let your child choose books to borrow.

Organise a picnic with a packed lunch and encourage your child to open it and eat the food by themselves.

Read picture storybooks about starting school together.

Help your child put on their school shoes and walk in them.

Encourage your child to try dressing in their school uniform.

Encourage them to write the letters of the alphabet.

Encourage your child to practise opening, closing and carrying their school bag.

Reinforce good manners with your child (eg. say 'please' and 'thank you').

Say prayers together as a family.

Be positive about starting school and enjoy your child's excitement.



On the first day...

Help your child to organise their clothes, hat, shoes and socks the night before.

Be confident with your child and let them dress themselves as much as possible.

Tie back or plait long hair.

Apply sunscreen and make sure your child's hat is packed in their school bag.

Show your child where you will meet them at the end of the school day.

Don't forget to take photos but be aware of other students in your shots. Be mindful of adding to social media sites without the consent of other student's parents.

Saying goodbye. At first, you might like to stay for a while until your child feels secure at school. When your child has settled into school, a short and reassuring goodbye encourages independence.

Let them know where and who will pick them up at the end of the day, and make sure you or that person picks your child up on time.

When your child starts school remember that they need a lot of rest so don't plan too many after-school activities and provide them with some early nights.

Tips to help your child...

Pack food that is easy to open, easy to eat and not messy. Avoid using plastic wrap because children find it hard to pull apart.

Write your child's name on their lunch box, water bottle and any other containers.

Pack a water bottle for your child each day and remind them that they can also get water from the taps throughout the day.

Place a key ring/ribbon that your child recognises on the school bag for easy identification.

Start using the name of your child's new teacher to help build familiarity.

Health and Wellbeing...

If your child gets sick or injured at school, the school will contact you. If your child is ill, they will go to an area where they can lie down and be monitored. You will be called to come and collect your child if they are too sick to go back to the classroom. For this reason, it is important to keep your contact details up to date with the school, including an alternative contact – such as a relative or neighbour – the school can call should you be unavailable.

If your child is sick at home: From time to time your child may get sick and display any number of symptoms. If this occurs, it's best to keep them away from school and see your doctor.

Some of these symptoms may include: • a fever of 38°C or above • vomiting or diarrhoea • severe cold or flu symptoms • rashes of an unknown origin.

Allergies and asthma...

It is important for you to inform the school if your child has asthma or allergies – not just those diagnosed as severe or food allergies.

Anaphylaxis is a severe and sudden allergic reaction to allergens such as nuts or shellfish, or insect bites. If your child is diagnosed with asthma or at risk of an anaphylactic reaction, you must provide the school with information from your child's doctor, including an Action Plan for Anaphylaxis in accordance with the Australasian Society of Clinical Immunology and Allergy (ASCIA).

The school requires an individual health care plan to describe your child's needs and how the school plans to meet these needs during the school day, on excursions and in other school activities such as sport.

Schools and parents work together to put arrangements in place for health care support.

Sun safety...

Schools promote sun-smart behaviour by encouraging students and staff to Slip, Slop, Slap.

Sun-safe uniform items – including hats that protect the head, neck and ears – are included in school uniforms.

School staff encourage students to play in the natural and built shade environments around the school.

At school we have a no hat, no play policy so your child will need their hat to play with their friends at recess and lunch. You can protect your child from the damaging effects of UV radiation by applying sunscreen every morning before they leave for school.

Important things to remember...

Be available to listen to your children if they want to tell you about school or show you their work.

Always speak to the teacher first about any concerns.

If the family situation changes in such a way that the child is affected please let their teacher know.

School uniforms should be worn at all times including correct footwear.

Parents are required to inform the school if a child is absent. Written notification or email to the classroom teacher is required for planned absences e.g. holidays, appointments.

For unplanned absence, parents are required to telephone the school by 9.00am on the day of the absence and leave a message. The Skoolbag App or email can also be used.

If your child arrives for school after 9.00am or leaves early it is a requirement that you report to the office to sign your child in or out on the school iPad.

Confirm your before or after school care arrangements and explain these to your child.



Buddy system...

St. Anne's has a buddy system for Foundation children. The teachers will partner your child with an older student. This is to help your child have a welcoming experience from the very beginning.



The buddy system also helps older children learn to take on responsibility. The younger children know that they have a fellow student they can go to for help.

Buddy systems help your child make friends and create a sense of belonging within the school community.

Communication...

If you need to speak with your child's class teacher regarding any concerns you may have, please phone the school office asking them to pass on a message. The teacher will phone you back as soon as practicable.

Alternatively you can email the teacher:

Carrie Arbuthnot carbuthnot@saparkorchards.catholic.edu.au

Vanessa Morcom vmorcom@saparkorchards.catholic.edu.au

Teachers might organise to meet with you before or after school.

Please note; teachers attend meetings every Tuesday and Wednesday afternoon from 3:45pm and are unavailable at these times.

Please inform the school if your child is experiencing any emotional or physical difficulties which may affect his/her progress at school.

All children are expected to take part in physical education, sport activities, excursions and school camps unless the parents provide a reason. If your child is absent from school, please notify your child's class teacher.

Parent representatives...

Each class has two parent representatives on our School Parents' Association. These parents will also be a helpful source of information and connection for you. These parent representatives are a tremendous support to class teachers and will usually organise class play dates, morning tea gatherings and will answer any questions you might have about everyday things happening around school.

Assisting at school

Parents helpers are welcome to assist in our learning spaces during the morning Literacy blocks and on school excursions. Please note that because of Child safety requirements you must hold a current Working with Children Check to assist at school. Before assisting at school a copy of this card is required to be lodged at the school office.

Operoo

Operoo is a platform for automating consent forms, medical records, excursions, sporting events, incident reporting and group messaging. A request will be sent via email early in Term 1 2023 to set up an account and create a St Anne's profile for your child.



Emergency Information...

It is most important that all details on the school emergency records are kept up to date. It would be appreciated if parents would notify the school office promptly of any changes, eg. address, mobile telephone number, parent's address and telephone number, name of friend or neighbour who would look after your child if too ill to remain at school or in the case of an accident. This information may be vital in case of emergency. Parents will also need to update this on their Operoo profile.

School Newsletter...

In order to receive important school information newsletters are emailed each week. This is an environmentally friendly initiative. Please ensure your email address supplied to school is correct and updated when necessary.

Learning Areas...

There are eight key learning areas studied throughout primary school. The Arts, English, Health and Physical Education, Humanities, Language Pathways, Mathematics, Science and Technologies. Four more capabilities are included within the Victorian curriculum; Critical and Creative Thinking, Ethical, Intercultural and Personal and Social capabilities.

The Victorian Curriculum is the Foundation to Year 10 Curriculum for Victorian government and Catholic schools for implementation from 2017. The Victorian Curriculum outlines what is essential for all Victorian students to learn. It provides a single, coherent and comprehensive set of common achievement standards which schools use to plan student learning programs, assess student progress and report to parents. The curriculum is the common set of knowledge and skills required by students for life-long learning, social development and active and informed citizenship.

Varied activities and a vibrant classroom are important for a growing child in Prep. It is here that students can develop positive attitudes to learning. Understanding what it means to be a good friend, have a good friend and care for and work with others is part of their development.

As students finish Prep they have learnt basic literacy and numeracy skills and mastered simple motor and coordination skills. They have started to learn how to work together in class. They have participated in physical activities building their potential and expressed ideas and feelings in their work in the arts.

The more children practise their skills, the more confident they become and the more they are likely to enjoy learning. There are opportunities for parents and schools to work together to encourage children's desire to learn, for example parents reading to their children and helping them enjoy books.

For more information please visit the Victorian Curriculum Assessment Authority website at;
<http://victoriancurriculum.vcaa.vic.edu.au/>

Our Catholic Identity...



In Catholic Schools, such as St. Anne's, Education in Faith is also a key learning area. Students are invited to be engaged in the exploration and celebration of the Catholic story in all its richness and diversity through reflection, prayer and action for the good of others and their world.

A key aspect of curriculum design in a Catholic school is to challenge learners to explore and consider deep questions, and big ideas.

Learning experiences are designed to enable students to explore issues, questions and problems in ways that are meaningful, strongly engaged with Catholic beliefs, and related to the real world.

Student Wellbeing...

At St. Anne's we aim to create teaching and learning environments that enable students to be healthy, happy, engaged and successful.

Student Wellbeing needs to be considered in relation to how children feel and function across several areas, including cognitive, emotional, social, physical and spiritual wellbeing.

We are committed to creating quality learning opportunities for children and young people.

Our students will:

- be actively connected to their learning, have positive and respectful relationships and experience a sense of belonging to their school and community
- be respected, valued, encouraged, supported and empowered to succeed
- grow and flourish, do well and thrive



REQUIREMENTS FROM HOME

1. ART SMOCK
2. ONE COLOURING BOOK FOR RAINY DAYS
3. ONE DRAWSTRING MATERIAL BAG FOR LIBRARY BOOKS
36cm x 40cm (Finished Size)
4. SPARE PAIR OF UNDERPANTS AND SOCKS IN A PLASTIC BAG TO BE KEPT IN SCHOOL BAG
5. TWO BOXES OF TISSUES
6. TWO PACKETS OF CLEANING SPONGES
7. TWO PACKETS OF BABY WIPES
8. ROLL ON SUNSCREEN (OPTIONAL AS SCHOOL PROVIDES SUNSCREEN)

PLEASE MARK ALL ITEMS CLEARLY WITH YOUR CHILD'S NAME



PREP TRANSITION

- Visit to Kindergartens – October 2022
- Visits to St Anne's for 2022 Prep Students
 - Friday 18th November 2022 9:15am - 10.00am
 - Tuesday 22nd November 9:15am - 10.00am
 - Thursday 1st December 9:15am - 10.00am - Meet the classroom Teacher and Buddies
- **Assessment Days - Monday 30 January - Wednesday 1 February**
- **Start School – Thursday 2nd February 2023**

PREP DATES 2023

Friday 27th January - Staff Resume

WEEK 1: Monday 30th January - Friday 3rd February:

Monday 30th January - Wednesday 1st February - Preps attend for an approximate 40 minute assessment appointment with their classroom teacher. You will be notified of the booking details.

Thursday 2nd February - Prep students commence 2023 school year - 9.00am - 1.30pm

Prep students attend Thursday and Friday **9.00am – 1.30pm**

WEEK 2:

Monday 6th February - Friday 10th February:

Prep students attend Monday, Tuesday, Thursday and Friday **9.00am – 1.30pm**

Prep students **do not attend Wednesday 8th February.**

WEEK 3: Monday 13th February - Friday 17th February:

Prep students attend Monday, Tuesday, Thursday and Friday **9.00am – 3.30pm**

Prep students **do not attend Wednesday 15th February**

WEEK 4: Monday 20th February - Friday 24th February:

Prep students attend Monday, Tuesday, Thursday and Friday **9.00am – 3.30pm**

Prep students **do not attend Wednesday 22nd February**

WEEK 5: Monday 27th February - Friday 3rd March:

Prep students attend Monday, Tuesday and Thursday **9.00am – 3.30pm**

Prep students **do not attend Wednesday 1st March**

WEEKS 6-11 Monday 6th March – Thursday 6th April

Prep students **attend school full time** Monday – Friday **9.00am - 3.30pm**

PUBLIC HOLIDAY and - NO SCHOOL:

Friday 3rd March - Whole School Closure Day prior to Strawberry Fair

Monday 13th March - Labour Day Public Holiday

Friday 7th April - Good Friday Public Holiday

TERM DATES 2023	
Term 1	Friday 27th January 2023 - Thursday 6th April 2023 (Easter 7-10 April) All students Assessment Interview (Monday 30th January-Wednesday 1st February 2023) All students commence Thursday 2nd February 2023
Term 2	Monday 24th April - Friday 23rd June
Term 3	Monday 10th July - Friday 15th September
Term 4	Monday 2nd October - Friday 20th December (Finish date to be confirmed in 2023)

SCHOOL UNIFORM REQUIREMENTS

St. Anne's Uniform	Boys	Girls
Summer Terms 1 & 4	<ul style="list-style-type: none"> ● Grey shorts with school light blue polo shirt ● School windcheater ● Grey socks ● Black shoes ● Maroon hat – slouch, surf or bucket 	<ul style="list-style-type: none"> ● Check dress blue/maroon or Navy blue Shorts ● School windcheater ● Blue socks – short ● Black shoes ● Maroon hat – slouch, surf or bucket
Winter Terms 2 & 3	<ul style="list-style-type: none"> ● Grey trousers or grey shorts ● School light blue polo shirt ● School windcheater ● Grey socks ● Black Shoes 	<ul style="list-style-type: none"> ● Maroon plaid pinafore or Navy Blue Pants ● School light blue polo shirt ● School windcheater ● Black tights or navy socks ● Black Shoes
Sports	<ul style="list-style-type: none"> ● Maroon shorts (summer) ● School maroon tracksuit (winter) ● Sublimated sports polo ● Plain white sports socks ● Runners 	<ul style="list-style-type: none"> ● Maroon shorts/maroon wrap pleated skirt (summer) ● School maroon tracksuit (winter) ● Sublimated sports polo ● Plain white sports socks ● Runners
Optional Extra	<ul style="list-style-type: none"> ● Bomber Jacket 	<ul style="list-style-type: none"> ● Bomber Jacket

All school windcheaters, polo shirts, bomber jackets and school bags come with the St. Anne's school logo printed on each item.

St. Anne's uniform is sold at Ross Haywood Uniforms located at Unit 12/100 New Street Ringwood. Trading Hours are 8.30am – 5.00pm Monday – Friday.

Online orders are available through the school website link at;

https://www.rhsports.com.au/shop/product/apparel/school_wear/st_annes_ps

The Second Hand Uniform Shop is normally open every Monday morning at St Anne's from 8.45 - 9.15am.

PLEASE NOTE THAT ALL ITEMS OF CLOTHING SHOULD BE LABELLED CLEARLY WITH YOUR CHILD'S NAME

LOST PROPERTY

- If names are on articles, they will be returned to the child
- Unnamed articles – Enquire at the office and check the lost property box in the Administration area. Any garments not claimed by the end of each term are given to the Uniform Shop for sale as second hand goods

GENERAL INFORMATION - PREP 2023 ON THE FIRST DAY: (Thursday 2nd February 2023)

All Prep families are welcome to bring their child to school between 8.40 and 9.00am (for a 9am start).

When you bring your child to their classroom, introduce yourself to the teacher, then help your child to place their school bag in the locker inside the classroom.

DURING THE DAY:

- Morning tea and lunch are eaten in the classroom under the teacher's supervision

A typical day in the first few days may include:

- Play activities within the classroom
- Getting to know you games
- Singing of familiar songs and rhymes
- Reading stories
- Spending time with buddies
- Art activities
- Prayers
- Circle time
- Tours of the school: toilets, library, drinking taps, play equipment

BELL TIMES 2022:	8.55am	First Bell (excluding first day)
	9.00am	School commences
	10.55am	Morning Tea
	11.10am	Children go out to play
	11.40am	Children line up
	11.45am	Children move into class
	1.40pm	Lunch
	1.50pm	Children go out to play
	2.30pm	Children line up outside classrooms
	2.35pm	Afternoon Session begins
	3.20pm	Warrandyte bus bell
	3.30pm	Children dismissed

The teachers of the Prep children adjust the time for eating morning tea and lunch.

FEES AND LEVIES - 2023

The Fees and Levies for 2023 have been ratified at the October School Education Board meeting (it was proposed that the 2022 Fees & Levies will be increased by 3%).

Recurrent Fees:	1 child	\$2197
	2 children	\$2855
	3 children or more	\$3064

The Capital Levy (per family) is \$752. Please note this amount is NOT included in the above amounts.

In addition to the above the Class Levies for 2023 are:

Level (Prep)	\$ 293
Computer and Technology	\$ 123
Excursions	\$ 90

(The Class Levies cover art materials, textbooks, accident insurance, sports equipment, photocopying etc).