

Wattleview Primary School



Foundation 2023 Information Booklet

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Dear Parents/Carers,

Welcome to Wattleview Primary School! We are delighted that you have chosen our school for your child's education. We trust that this will be the start of a happy and rewarding time for both your child and yourself.

We are excited to be the lucky ones teaching your child in Foundation next year and look forward to getting to know his or her personality, interests and abilities.

This booklet is an overview of relevant information to aid your child's transition from Kindergarten to Primary School. There are helpful hints on how to make your child feel as happy and comfortable as possible in their first year of schooling.

Our aim is to work with you in the education of your child and at all times, we seek your co-operation and understanding. We are always available to discuss any concerns or problems with you and ask that you contact us personally on the school phone number, which is 9758 4322 or directly via email at natalie.pike2@education.vic.gov.au or martha.ramsden@education.vic.gov.au.

The Foundation year is a special and memorable year. It sets the tone for your child's learning and attitude towards their education. We place a high priority on making sure that the needs of your child are met in the best possible manner. The first year of school will be a fun adventure for all of us and we look forward to sharing the journey with you and your family.

You will receive a personal letter from us in January notifying you of your child's teacher and classroom.

Looking forward to next year!

Natalie Pike and Martha Ramsden
2023 Foundation Teachers

Welcome to Foundation 2023

Welcome to Wattleview Primary School and our Foundation Transition Program. This program has been designed to support you and your child as they commence their transition from kindergarten into primary school.

The Transition Program offers your child the opportunity to be immersed in a variety of hands-on activities. These activities have been structured to stimulate and foster a desire for learning within a caring environment. The program also allows your child to familiarise themselves with how a school works and get used to a more formal structure that is school.

This is a very exciting time for teachers, parents, carers and future Foundation students. We are looking forward to meeting all of you over the duration of our Transition Program.

Transition Program

Our 2023 Foundation students are encouraged to participate in all transition sessions to support the smooth transition to school and to build important social connections.

Session	2022	Sessions
Session 1	Monday 17th October 9-10am	Art session: Create your own cloud and rainbow and write your name!
Session 2	Wednesday 2nd of November 9-10am	Literacy session: Reading 'The Rainbow Fish' and creating our own fish.
Session 3	Friday 18th November 9-10am	Numeracy: Shape exploration and creating our family out of shapes.
Session 4	Thursday 8th of December 9-10am	Meet the teacher: Respectful Relationships and Fundamental play session.
Parents	Monday 12th December 6-7pm	Parent Information Session (Onsite) Students do not attend this session.

Important Dates for 2023

Term 1	
Monday 30th of January- Monday 3rd of February	Individual assessments of Foundation students
Monday 6th February	Foundation students commence Full time from 9:00am – 3:30pm
Monday 13th March	Labour Day Public Holiday
Thursday 6th April	End of Term 1 - <u>2:30pm dismissal</u>
Term 2	
Monday 24th April	Term 2 commences
Tuesday 25th April	ANZAC Day Public Holiday
Monday 12th June	Queen's Birthday Public Holiday
Friday 23rd June	End of Term 2 - <u>2:30pm dismissal</u>
Term 3	
Monday 10th July	Term 3 Commences
Friday 15th September	End of Term 3 - <u>2:30pm dismissal</u>
Term 4	
Monday 2nd October	Term 4 Commences
Tuesday 7th November	Melbourne Cup Public Holiday
Wednesday 20th December	End of Term 4 - <u>1:30pm dismissal</u>

What to expect

First Day of School

The first day is an important day for your child. Dress them up, brush their hair, take a photo and get ready for some tears (yours, not theirs!)

Come to the learning space at 8:45am to say goodbye. We ask that all parents leave the learning space as quickly as possible to ensure a smooth and calm transition for all involved. This process will remain in place for the first week and then the students will be taught where to line up for the following week. At the end of the day, students will be dismissed via the external decking doors at 3:30pm.

On the first day, your child will need to be in full school uniform and bring to school:

- A school bag clearly named.
- The Wattleview Primary School hat clearly named.
- Snack, Fruit Snack and Lunch in clearly named containers.
- A drink bottle clearly named.

During The First Month

You will quickly realise that your child is very tired after a day at school. Give your child time to talk about the day's experiences but be aware that your child may not want to share immediately at the end of the school day – some children need 'thinking time' and are more likely to discuss their day later in the evening. A cool drink and healthy afternoon snack should be part of their after school routine. Establish a regular bedtime for your child and create a calm routine. This will ensure they have enough rest and will aid their learning and concentration at school. Students can be dropped off at school from 8:45am when there will be a teacher on duty in the playground. They will then enter their learning space with their teacher at 9:00am. To ensure a happy and reassuring start for all students at this busy time, classroom teachers are available between 8:45am and 9:00am for the quick transfer of information. Classroom teachers would be pleased to speak with you informally before or after school, or an appointment can be arranged.

Our Day

9:00am	Students enter learning spaces - Learning begins
10:45am	Morning recess – supervised eating of snack
11:00am – 11:30am	Morning recess outdoor play
11:30am - 12:30pm	Learning Time
12:30pm	Fruit Snack
12:30pm – 1.20pm	Learning Time
1:20pm – 1:40pm	Lunch – supervised eating of lunch
1:40pm – 2:30pm	Lunch outdoor play
2:30pm	Learning Time
3:30pm	Dismissal – students exit via decking doors and meet parents/carers on designated grassed area

Student Assessments

All Foundation students will be assessed in the first full week of Term One, Monday 30st January – Friday 3rd February. This assessment will then be used to assist in planning programs to cater for the learning needs of every student. The assessment sessions are designed to be a positive experience for the students and will involve aspects of English and Mathematics.

There will be one assessment session with two components that your child will be required to attend.

The first is an **English Online Interview** that all Victorian students in Foundation participate in.

The English Online Interview tasks include:

- Oral Language
- Phonemic Awareness (identifying sounds in words)
- Reading text and Comprehension
- Letter and Word Identification
- Retell and Comprehension of a text
- Writing task

The second component is the **Maths Online Interview** that all Victorian students in Foundation participate in.

The Maths Online Interview tasks include:

- One-to-one Correspondence
- Directional Language
- Addition and Subtraction
- Subitising
- Exploring Chance and Data
- Exploring Patterns

The last 10 minutes of your child's session with their teacher, parents are invited to attend to discuss your child's school readiness.

Your child will be working individually with a teacher during this time therefore only your child is required to attend the assessment session. It is critical that you arrive on time for your child's allocated session. More information regarding the online booking process will be sent out to you in early January. Teachers are timetabled with consecutive assessment sessions – your promptness will assist in all students being assessed in a timely manner.

Please ensure you are punctual in collecting your child at the conclusion of the assessment session.

Students are encouraged and assisted to progress at their own pace. When talking to other parents, remember this and consult with staff if you have any concerns or questions. Our door is always open so please feel free to make a time to see us.

Essential Knowledge

Curriculum

All learning and teaching programs at Wattleview Primary School are based on the Victorian Curriculum F-10.

Our students participate in a range of specialist programs, including: Physical Education, Visual Arts, Performing Arts, Digital Technologies and AUSLAN.

Further complementing the teaching and learning programs and as students' progress through the school they have the opportunity to participate in many extra curricula opportunities including Inter-School Sport, Instrumental Music and Camps. There is a strong emphasis on student leadership. Leadership opportunities exist through our Junior School Council.

Communication - Compass and Google

The School's Compass Portal is our main communication tool. You can use Compass for a multitude of things such as accessing students' semester reports, logging if your child will not be attending school that day, emailing teachers, and receiving notices or important information from the school. Occasionally, hard copy notices will be sent home. Foundation students will receive a folder that will house and transport these notices to and from school.

A whole school electronic newsletter and year level newsletters are provided every fortnight.

Reporting to Parents/Carers

Term Two: Written mid-year report and Student Led Conference

Term Four: Written end of year report

All parents/carers are encouraged to arrange an appointment to discuss their child's progress with the classroom teacher as the need arises.

Stationery

All Foundation students will receive stationery supplies on their first day of school. These are communal supplies that will remain in the classroom.

Assembly

All students attend a whole school assembly each week in the school Gymnasium. Assemblies are held at 3:00pm on a Friday afternoon and are run by our Junior School Council.

Lunch Provision and Procedure

When full school days begin:

- Provide your child with **lunch**, a **separate snack** for morning tea, **fruit snack** and a **drink bottle**.
- Students **eat their lunch under supervision**, either in the learning space or outside (weather permitting).
- Lunch orders – WVPS have lunch orders once a week – a menu can be obtained from the office or from the school website.

Please note: Children with lunch orders require a separate snack and fruit snack to be brought from home for their morning tea.

Healthy Eating

A healthy, well-balanced diet is essential for students to aid learning and concentration throughout the school day. We are a nut free school and appreciate parent support in sending your child to school with fresh snacks and lunch!

- Morning tea – a nourishing snack for morning recess. Salty chips, chocolates and sweets are discouraged.
- Fruit snack – a piece of fruit or vegetable.
- Lunch – packed with nourishing food that your child enjoys. Please consider what will keep well until lunchtime.
- A bottle of water.

Please ensure these containers are clearly labelled with your child's name.

Additional information regarding food at school can be found later in this booklet.

Outdoor Play

We like to get the Foundation students enjoying outdoor play with the rest of the school as early as possible. Your child will enjoy playing on the oval, school playground equipment, the sandpit and green grassed areas. Sporting equipment is always available for students to take outside if they are interested.

On Wet or Extreme Weather Days

All students remain in their learning spaces if it is raining during recess and lunch times until weather clears and it is possible to go outside. Students are supervised inside. On days of extreme heat, students remain inside and are encouraged to drink plenty of fluids.

There is no provision to send students home on very hot days. Students must have a drink bottle, a school hat and sunscreen.

Sun Smart

All students must wear their Wattleview school hat between the **1st of September** and the **30th of April** each year. Students must wear hats whenever they are outside during breaks, playing sport or participating in learning outdoors. Students who are not wearing hats will be required to stay in a sheltered area. Please encourage your child to put on their own sunscreen – roll on sunscreen is recommended.

Buddy System

In Term 1, all students are allocated a Grade 5/6 student as a buddy. This provides Foundation students with additional support not only in their first year of schooling but also as they progress to Grade 1. Your child's buddy will assist him/her to become familiar with the playground and general aspects of school life. Students are also involved in co-operative learning with their buddies throughout the year.

Home Reading and Take Home Sight Words

Information will be distributed early in the year outlining the Home Reading Program and Take Home Sight Words.

Personal Belongings

Precious toys, trading cards and games are **strongly discouraged** from being brought to school from home. This is to avoid tears if they are misplaced or damaged. It is difficult for young students to be responsible for these items. The Department of Education and Training (DET) has asked schools to advise parents that the DET is not responsible for the loss of property brought to school by students and property is not insured.

Our School Library

The Library at Wattleview Primary School is computerised and operates much the same as your local library. Your child will visit the Library once a week on a designated day and have the opportunity to select books to borrow. We ask that all books are returned in your child's library bag, a week later, on their designated library day.

Lost Property

If something belonging to your child is missing, please check the learning space and lost property, located at the Office. Things may go missing for a few days but if they are named, they can be easily returned.

Leaving School Grounds

Students can be dropped off or collected outside specified hours BUT on these occasions they must be signed in or out in the register located at the Office. Students can only be collected by parents/carers as nominated on the enrolment form. Prior notification is required for any change in this routine. Please note that your child cannot enter the school grounds unaccompanied and is NOT permitted to leave the school grounds unaccompanied.

School Crossing Usage

It is law that when the Children's Crossing signs are displayed that people use the crossing to get from one side of the road to the other. Failure to do so compromises safety. A School Crossing Supervisor is on duty before and after school. There are financial penalties issued by the relevant authority on a regular basis for incorrect use of the crossing.

House System

All students are placed in one of four houses, which are named; Bluegum (blue), Waratah (red), Fern (green) or Wattle (yellow) House. House points are awarded for positive behaviour and outstanding effort, both in and out of the classroom.

Excursions and Incursions

Any excursions and incursions involving your child requires written approval from a parent/carer. Notifications will be sent via Compass prior to the event and consent and payments must be provided by the due date.

A general approval is obtained for walking excursions within the school neighbourhood at the beginning of the year.

School Uniform

Wattleview Primary School has a compulsory school uniform. All students are required to wear the correct uniform. There are a variety of options as to how the uniform can be worn. This is explained in the School Uniform policy. More information regarding school uniforms can be obtained from the office.

WATTLEVIEW PRIMARY SCHOOL KEY CONTACTS

Elaine Wilson – Principal

Tracy Wright – Assistant Principal

Jo Oppler – Administration

Lidiya Kerassitis – Business Manager

Natalie Pike - Foundation Teacher

Martha Ramsden - Foundation Teacher

Address Details:

19 Wattletree Road
Ferntree Gully, 3156

Telephone: 03 9758 4322

Email: wattle.view.ps@education.vic.gov.au

Website: <https://wvps.vic.edu.au/>

Getting Involved – in the Classroom

Help in the Classroom

You can be of assistance in programs such as:

- Parent Reading Program
- Sporting Events
- Assisting with the swimming program and excursions
- Helping with major school events

As parents you can also assist by observing the following:

- CLEARLY NAME all of your child's belongings.
- Ensure your child has a good night's sleep by going to bed on time.
- Send your child well equipped and on time.

If you can assist with excursions and in-school visits, this is appreciated not only by the school but also your child. Children love to have mum or dad participating in the school. We encourage you to offer your services, they will always be greatly appreciated!

Working with Children's Check

"The Victorian Government has a checking system that will affect many adults who work or volunteer with children under 18 years of age. This check helps protect children from sexual or physical harm by checking a person's criminal history for serious sexual, serious violence or serious drug offences and findings from certain professional disciplinary bodies such as the Victorian Institute of Teaching. The WWC Check creates a mandatory minimum standard for a range of child-related industries."

As a volunteer working with children across a range of school activities, you are required to apply for the WWC Check at an Australia Post outlet. Only the photograph taken at Australia Post fits the new ID card. We do not wish to limit parent involvement or contact with school programs. Rather we want to ensure that all of us who work with children at Wattleview Primary have been checked. By law you are unable to volunteer at the school without this check. The duty of care we share for safety of children in our care at all times is undeniable.

To ensure your involvement around the school, it would be a good idea to apply for your check now. **There is no charge for volunteers to have the check conducted.**

However, there is a charge for the passport quality photograph. You can find more information at - <https://www.workingwithchildren.vic.gov.au/>