Pre-Kindergarten Education Program
Parent Information Booklet

ST JOHN BOSCO COLLEGE

2018
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St John Bosco College currently runs a Pre-Kindergarten Education Program. In 2018 the College will be offering one full day session per class designed to give children who have already turned three an opportunity to participate in a program which caters for readiness for the Four Year Old Kindergarten the following year.

Our Pre-Kindergarten Education Program will run every Thursday. Angela Crane, qualified Early Childhood Teacher and Emily Roberts, a qualified Education Assistant will run the program.

The maximum class size is 20 and once each session has reached its capacity there will be no more places available. Children must have already turned three before commencing. Children will be able to commence the term following their birthday. Children that turn three later in the year can be placed on a waiting list and will be notified when a place becomes available once they have turned three.

Parents please be aware that enrolment into our Pre-Kindergarten Program does not guarantee your child a place for Kindergarten for the following year; you will still need to go through the normal enrolment process for Kindergarten.

**Aims of the Pre-Kindergarten Education Program**

The National Early Years Learning Framework forms the foundation of the Outcomes and Aims of our Pre-Kindergarten Program. In accordance with this Framework our practices and program will promote the following 5 Key Learning Outcomes;

- Children have a strong sense of identity
- Children are connected with and contribute to their world
- Children have a strong sense of wellbeing
- Children are confident and involved learners
- Children are effective communicators

**Education Aims in Early Childhood**

The aims of early childhood education are:

- To assist each child to develop a positive sense of self and to develop morally and spiritually.
- Encourage self-help and independence in young children.
- Enhance the development of the whole child across the physical, social, emotional, language, and cognitive and spiritual domains.
- Assist children to develop a positive self-image and self-efficacy.
- Encourage parent participation in the College environment.
- Provide an aesthetically pleasing environment that encourages learning in the young child.
- Create a safe, secure and nurturing physical and human environment.
- To acknowledge, value and celebrate each child’s individuality.
- Make available support to parents in relation to the child’s development.
- Include flexibility in the program, which allows for the individual needs of each child.
• Provide a developmentally appropriate program for children.
• To assist children to develop fine & gross motor skills (through such activities as craft, painting, drawing, writing, cutting, play and dance).
• To promote learning through play and other experiences to develop cognitive understandings and to encourage imagination.

**Developmentally Appropriate Practice**

Developmentally appropriate practice is when an early childhood professional provides a program that nurtures all aspects of a child’s development. The Pre-Kindergarten Education Program at St John Bosco, Recognises:

• That each child develops at different rates and that their learning takes place in different ways.
• That we begin with the child’s existing skills, strengths and interests and build upon these.
• That we allow each child the time to develop, master and practise new skills and knowledge.

Acknowledges:

• Time for quiet reflection for each child.
• Experiences that provide opportunity for exploration at each child’s pace.
• Creativity across a variety of areas including art, music and movement.

Includes:

• Encouraging children’s developing independence.
• The significance of the family as first teacher of the child.
• Utilising all forms of play as the vehicle for learning and teaching.
• Stimulating curiosity and wonder in each child.

**Arrival / Dismissal Procedures**

Parents and children are asked to wait outside classroom (Studio 3) when arriving. The doors will be opened at **8:45am**.

Students and their siblings are not allowed to use the outdoor equipment before or after sessions. Please discourage your children from doing so.

Parents are required to pick their children up from the classroom at the end of the session. No child will be allowed to leave the classroom unless accompanied by an adult. If Day Care or another adult is picking up your child, please provide written authorisation with your signed consent in the communication book inside the classroom door.

Please make sure that you arrive promptly when collecting your child at the end of the session to limit any distress to the child.
Enrolment Details

Please make sure that the administration and teacher have current details, such as: address, telephone number, emergency contact numbers and any relevant medical information. Enrolment details must be kept up to date. Please notify the College Administration and the Pre-Kindergarten Education Program staff of any change to your details.

What to Bring to the Pre-Kindergarten Education Program

- A hat (clearly labelled with your child’s name).
- A backpack that they can manage.
- A piece of fruit or vegetable (celery, carrot, capsicum, cucumber, etc) packed separate to lunch for Morning Tea. We encourage healthy eating.
- Their own lunch. Please ensure that their lunch is healthy and your child is able to manage what is packed for them independently. Lunch boxes should be clearly labelled and the contents of them are to be nut-free.
- A spill proof drink bottle containing only water.
- A change of clothes and underwear need to be brought to every session (in case of an accident or wet during water play).

When you arrive, please help your child to place their morning tea in the white baskets outside and their drink bottle on the grey drink trolley. They can bring their lunch box and hat inside and place them in their pigeon hole.
**What to Wear**

We ask parents to send their child in comfortable, casual clothes, which will allow them to join in all activities and to go to the toilet independently. Alternatively the College Sports Uniform is available for those wanting that option.

Hats must be worn during all outside activities throughout the year. The ‘NO HAT, NO SUN’ rule will be enforced, and hats will not be shared. Please put sunscreen on your child before your child arrives. Please clearly label all items of clothing with your child’s name, especially hats, jumpers, shoes and socks to limit loss of clothing & distress to your child.

**Foot Wear**

Think of safety first when placing shoes on your child. We recommend shoes or sandals (not thongs) suitable for the range of activities your child will engage in at Pre-Kindergarten Education Program. Children are encouraged to put their own shoes back on at the end of the session.

**Birthdays**

Parents are advised not to send in any treats or party favours on their child’s birthday. Rest assured we will certainly celebrate them and their special day in the classroom. In this way, families are released of the cost of providing items for the whole class which can be an unnecessary cost and not affordable for all families.

**Parents and the Pre-Kindergarten Education Program**

We value parent involvement and hope that parents and grandparents are able to participate in the fun learning experience along with the children.

A parent help roster will be established during the second term and operate throughout the year. As the purpose of the parent help roster is to provide an opportunity for parents and children to work together in the Pre-Kindergarten Education Program setting, we ask that babies and toddlers do not accompany parents whilst they are on roster.

If parents wish to discuss the progress of their child with the teacher, an appointment should be made. To avoid distraction, children should not be present at these interviews.
Roster Duties

- Join in the activities with the children, always allowing the child to complete the activities themselves.
- Model speaking, listening, reading and writing for the children.
- Help the children get the most from their learning experiences by listening, talking, questioning and encouraging.
- Assist with outdoor activities and packing away indoor and outdoor equipment.
- Supervise the children while they play.
- MOST OF ALL COME IN AND JOIN IN THE FUN!

Seesaw

The Seesaw app is integrated and used in our Pre-Kindergarten Program. Seesaw, along with assistance from our staff empowers students to independently document their learning by uploading photos, videos, drawings, text, PDFs, and links. It also gives families an immediate and personalised window into their child’s learning each day. Parents are notified when content is uploaded to their child’s profile making it easy to observe their progress and growth throughout the College year. More information will be provided to you on this program along with a permission slip at the commencement of Term One.

Sharing Knowledge

We welcome parents/grandparents willing to share their work, interests or hobbies with the children. Some ideas include playing a musical instrument, cooking, collections (rocks, shells, dolls) and community work (police, fire fighter, doctor).

Illness

For the sake of your child and the health of others, please do not send your child to the Pre-Kindergarten Program if they are sick or unwell. In the case of infectious diseases (measles, chicken pox, head lice, eye discharge etc) please ask about quarantine periods. If your child suffers from asthma or allergies please notify us on enrolment so that we are aware of your child’s condition. If your child becomes ill while in our care you will be notified immediately. Please make sure your contact details are kept up to date so that you are easily contactable.
St John Bosco College is an ‘Allergy Aware College’ due to a number of students with life threatening allergies, therefore all foods containing nuts (for example peanut butter, Nutella, fruit and nut bars etc) are not allowed at the College. Please check ingredients listed on muesli bars as most contain almonds or other nuts.

A. Positive Classroom Environment.

The teacher will foster a positive class environment, which will encourage children’s learning in the following ways:
1. Building positive relationships with children and amongst children.
3. Listening effectively.
4. Responding in ways that enhance positive feelings of self worth in the children.
5. Establishing classroom responsibilities with the children.

B. Managing Student Behaviour.

In the event that a child’s behaviour is disruptive and needs correcting, the following steps will be taken by the teacher:
1. Redirect the child, reminding the child, in positive terms, the expected behaviour.
2. A “cooling off” period may be needed so the child can calm down.
3. Contact with the parent may be made if necessary.
Below is a list of resources that would be helpful to us in the Pre-Kindergarten Education Program. We would be grateful if you could provide any items of the list below.

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<thead>
<tr>
<th>Item</th>
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<tbody>
<tr>
<td>braids</td>
<td>fur</td>
<td>fringes</td>
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<tr>
<td>buttons</td>
<td>beads</td>
<td>confetti</td>
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<td>crepe paper</td>
<td>cellophane</td>
<td>paper cups</td>
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<td>greeting cards</td>
<td>carpet squares</td>
<td>gift wrapping</td>
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<tr>
<td>gum-nuts</td>
<td>dried leaves</td>
<td>patty pans</td>
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<tr>
<td>old clocks</td>
<td>nuts &amp; bolts</td>
<td>screws</td>
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<tr>
<td>old jewellery</td>
<td>plastic coat-hangers</td>
<td>tyre inner tubes</td>
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<tr>
<td>paper plates</td>
<td>paper doilies</td>
<td>silver paper</td>
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<tr>
<td>ribbons</td>
<td>raffia</td>
<td>knitting yarns</td>
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<td>round dowelling</td>
<td>rubber bands</td>
<td>pine cones</td>
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<td>sand paper</td>
<td>calendars</td>
<td>corrugated paper</td>
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<td>sheep wool</td>
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<td>shirt boxes</td>
<td>shoe boxes</td>
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<tr>
<td>sponge</td>
<td>curtain rings</td>
<td>socks</td>
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<td>straws</td>
<td>pipe cleaners</td>
<td>felt</td>
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<tr>
<td>string</td>
<td>pantyhose</td>
<td>clothes pegs</td>
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<tr>
<td>string bags</td>
<td>soap</td>
<td>wood shavings</td>
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<tr>
<td>tissue paper</td>
<td>suitable magazines</td>
<td>washers</td>
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<tr>
<td>twigs</td>
<td>bark</td>
<td>ceramic tiles</td>
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<tr>
<td>fabrics (remnants, sheets, pillow slips)</td>
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<tr>
<td>tubes from paper towels (not toilet rolls),</td>
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<td>wall paper pattern books,</td>
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<td>plastic tops (from pressure pack sprays),</td>
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<td>soft plastic covered wire, cartons (not cigarette boxes, egg cartons, match boxes, prescription or pet food boxes).</td>
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- Please check the ingredients list on food packages and ensure they are ‘Nut Free’.
- Please make sure items are clean and dry.

We look forward to a very happy and rewarding year.