General Information

School Address: Glen Iris Primary School
170 Glen Iris Rd
Glen Iris 3146

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School Website: www.gips.vic.edu.au

Principal: Meredith Carracher

Assistant Principal: Robyn Floyd

Prep Teachers: Shanae Hill
Claire Murray
Jenni de Villa

Office Staff: Kaye Norden
Liz Devenish
Sue Wilson

School Council President: Jack Risos

Parents’ Association President: Liz Fowler
**Term Dates 2012**

**Term 1:**

1 & 2 February.  Book Box Collection Multipurpose room
  Open 8.30am – 12.30pm

1 February  Teachers resume

3 February  **Students return to school**
  Prep students commence between 9.15 am and 9.30 am
  Uniform Shop open 3.00 - 4.00pm

6 February  Uniform Shop open 8.30 - 10.00am

7 February  Welcome to Prep Sausage Sizzle 5.00 - 6.30pm

5 March  Preps attend full week

12 March  Labour Day

30 March  End Term 1 (2.30pm dismissal)

**Term 2:**

16 April  Term 2 commences

11 June  Queen’s Birthday Holiday

29 June  End Term 2 (2.30pm dismissal)

**Term 3:**

16 July  Term 3 commences

21 September  End Term 3 (2.30pm dismissal)

**Term 4:**

8 October  Term 4 commences

6 November  Melbourne Cup Day holiday

21 December  End Term 4 (1.30pm dismissal)
Support Services

A Sister from the School Medical Service visits the school to conduct a hearing and sight test with your child. We also have the support of a Speech Pathologist, a Social Worker and an Educational Guidance Officer, for children experiencing learning difficulties or social and emotional problems. A referral process is to be followed and parents must agree to these services before they are provided.

Parent Involvement

The School encourages parent involvement at all levels of operations. At GIPS parents participate in a wide range of activities, and generally share in their child’s education. Early in the year your child’s class teacher will list the range of activities requiring assistance. We would be happy to learn of other talents that you may wish to share.

Communication

The school’s newsletter published online on alternate Wednesdays, outlines school activities, programs and reports on School Council, Parents Association and Out of School Hours Care. In 2012 every family will need to register their email address to subscribe to the newsletter. This can be done via the school’s website at www.gips.vic.edu.au. A reminder to register will be sent home early in term 1.

Notices on specific subjects and events, such as excursions and class happenings, are sent home as necessary generally on a Wednesday. Notices are also uploaded to the website.

The First Year

The Prep year is a very special year for your child. It aims to lay the sound foundation for the physical, mental, intellectual and social well-being of the young child. Together, parents and teachers can provide the support and encouragement needed to assist each child to develop self confidence, spontaneity, curiosity and self discipline in order to establish patterns of success in learning and social relationships.

The Prep year provides a bridge from home and preschool, over which children can pass easily and happily, in order to feel secure at school. Familiar teaching and learning materials of the preschool, such as dress ups, shops, puppets, construction and games are incorporated into the Prep classrooms to encourage language development and build social relationships. Teachers also use music, drama, books and painting to develop speaking, writing, reading and numeracy skills.

Activities are also designed to assist the children to:

- adjust to new experiences
- adjust to routine situations
- build feelings of security and adequacy
- develop group relationships
- learn to interact with peers and teachers in a co-operative way

The Prep classrooms are a special part of Glen Iris Primary School and parents are encouraged to assist teachers with some of their tasks and share in their child’s education.
The First Day

Preps will commence school on the same day as children in Years 1 to 6 on:

Friday 3 February
starting between 9.15 and 9.30
and finishing at 12.30pm.

We invite parents to settle children into their new class and then join us in the Multi-purpose room for morning tea.

The First Full Week

On Monday 6 February and Tuesday 7 February the Preps will attend for half days from 9.00am until 12.30pm. (A warning bell is rung at 8.55am for children to enter the classrooms.) Wednesday is a designated rest day. Children will have an early lunch at school during the first week.

On Thursday 9 February and Friday 10 February the Preps will attend for a full day from 9.00am until 3.30pm.

These arrangements have been made to ensure that your child makes a smooth transition to school.

Does your child know his or her
- full name?
- address?
- birthday date?
- phone number? (not essential)

Is your child familiar with
- the importance of school boundaries?
- the school crossing?
- the importance of being aware of strangers?

Medical Conditions
If your child has any medical difficulties (asthma, hearing, vision, allergies, chronic illness, toilet training) make sure the teacher is aware immediately.

Be Involved
Show an interest in work brought home and display it in a special place. Take time to talk about paintings, art work and other work that comes home. Make time to read stories to your child – this will help to develop a good attitude to reading. Understand the importance of play. Provide materials which stimulate creative play. Encourage your child to play with other children.

Be Positive
Recognise and praise your child’s efforts. Aim at helping your child surpass his/her own previous efforts rather than compete with others.

Be Calm
Above all, DO NOT WORRY. When children have developed secure relationships with the teacher and have begun to make friends minor problems seem to sort themselves. If a problem persists please do not hesitate to talk to the class teacher.
How to Assist Your Child In The First Year at School

Be Understanding
Some children become very tired and a little irritable, particularly during the first few weeks of adjusting to a new routine. They need extra understanding from parents at this time.

Regular Routines
Try to keep a regular routine and remember the importance of a good night’s sleep and a nutritious breakfast.

Be Early
Aim to have your child at school by 8.50am. Running late and entering after the day’s activities have commenced can be upsetting to a beginner. Please make sure your child is picked up from school on time.

Be Organised
Name everything your child brings to school - all clothing, lunch boxes, bags, drink bottles, books, balls etc. Unless articles are named, it can be very difficult for the teachers to locate the correct owner and upsetting for children who misplace items. Don’t allow children to bring precious/valuable items to school.

Teach Your Child to Cope Independently
Can your child recognise his or her own clothes? Can your child take clothing on and off, particularly jumpers, jackets, coats, art smocks, shoes, sock and clothing with buttons or zips. Can your child pack and unzip and zip up their schoolbag? Begin teaching him or her to do up shoelaces.

The First Term

During the month of February Prep children will attend school for four days each week on Monday, Tuesday, Thursday and Friday from 9.00 am to 3.30 pm.

Children will not attend school on Wednesday 8, 15, 22 and 29 February which have been designated as rest days.

On the above Wednesdays, the Prep teachers will be conducting Prep Entry Assessment tasks with individual children to assess their early literacy and numeracy skills. Parents will be asked to select an appointment time for their child at the start of the school year when paying contributions and collecting book boxes.

We believe that by early March the Prep children will have adapted to all the normal school routines and so will attend school each day from Monday 5 March.

Over the first few weeks, the children will be eased into the routine of the school, to ensure that they feel secure and happy within the school environment. One way to assist this is by having additional people to assist with playground supervision. A roster for parents to help with yard supervision during lunch playtime has been organised. There will be a parent, together with two teachers on yard duty each day. Year 5/6 students will also team up with the Prep children to assist them in the playground.

There is a designated safe play area for Preps only which is closely supervised by parents and teachers.
The children will be made familiar with all facilities and play equipment. Regular toilet breaks will be taken - before snack time and lunchtime. If children need to go to the toilet at other times, they will go out to the toilet accompanied by one other child.

Lunch is eaten in the classroom under the supervision of the teacher. It is a good idea to provide your child with a packed lunch several times during the summer holidays - perhaps at a picnic in the park. We find that children can handle their lunch a lot better if they have had a little practice at home.

When you pack your child’s food and drink, explain which food is for snack and lunch. Pack the snack and lunch separately and mark it with a ‘S’ and ‘L’ accordingly or the snack with a ‘smilie face’. We encourage children to bring water in drink bottles rather than sweet cordial or fizzy drinks.

With the increasing number of children with severe nut allergies, we ask parents not to pack nut snacks and peanut butter or other nut spread sandwiches in children’s lunchboxes. (Refer to ‘Anaphylaxis Policy’)

What Your Child Will Need

Most of the materials your child will use in the classroom will be supplied by the school, but you will need to provide the following:

- A school bag (with an identity tag that your child recognises as their own)
- A lunch box and drink bottle - ensure your child can remove the lid. We encourage the children to eat a piece of fresh fruit and drink water at lunchtime.
- A broad brimmed school hat for playtime and Physical Education sessions. It is school policy that hats are to be worn outside from 1 May until 1 September.
- Sunscreen, preferably in a ‘roll on’ container. Please teach your child how to apply the sunscreen or apply it before coming to school.
- An art smock - ensure that the art smock is large enough to put over a jumper and that your child won’t outgrow the smock in term 1.
- Appropriate clothing and shoes for Physical Education sessions, eg shorts and runners
- A large box of tissues (stored and shared)
- A library bag will be provided by Department of Education in the ‘Starting School’ kit
- A spare pair of underpants in a plastic bag to be kept in your child’s school bag in case of an accident.

All these articles should be clearly labelled with your child’s name. (BOLD LETTERS PLEASE)