Welcome to Alinjarra Pre-Primary Centre. We hope you and your child will have an enjoyable year with us and that your child will continue to learn and develop as an individual.

The child’s time at Pre-Primary establishes the foundation for his/her school adjustment and academic learning. Our carefully planned programme helps your child to grow physically, socially, emotionally and academically by participation in group and individual experiences. Each phase of the programme is vital to assist the children’s overall development.

Our primary concern is that the children will always find Pre-Primary to be a happy place, thus developing a positive attitude to learning.
GENERAL INFORMATION

PRINCIPAL: Mrs Lesley Meyers
DEPUTY PRINCIPALS: Mrs Janese McDougall
Mrs Suzanne Fisher
REGISTRAR: Mrs Fiona Bode
SCHOOL OFFICER: Mrs Tracey Murphy
PHONE: 9342 3388
SMS (for absentees): 0409 682921
WEBSITE: www.alinjarraps.wa.edu.au

ADDRESS
Alinjarra Primary School
33 Northumberland Avenue
Alexander Heights W. A. 6064
Phone: 9342 3388
Fax: 9247 3263

OUR VISION
Together at Alinjarra Primary School we equip our students to strive for excellence, be healthy active lifelong learners and responsible members of the community who possess the necessary skills, knowledge and attitudes to achieve their individual potential.
2015 SCHOOL CALENDAR

TERM 1

OFFICE OPEN: Tuesday 27th January
STAFF P.D. DAY: Thursday 29th January
                      Friday 30th January
SCHOOL RESUMES: Monday 2nd February
LABOUR DAY: Monday 2nd March
ENDS: Thursday 2nd April
EASTER: Friday 3rd April
                        Monday 6th April

TERM 2

STAFF P.D. DAY: Monday 20th April
COMMENCES: Tuesday 21st April
ANZAC DAY: Monday 27th April
W.A. DAY: Monday 1st June
ENDS: Friday 3rd July

TERM 3

STAFF P.D. DAY: Monday 20th July
COMMENCES: Tuesday 21st July
ENDS: Friday 25th September

TERM 4

STAFF P.D. DAY: Monday 12th October
COMMENCES: Tuesday 13th October
ENDS: Thursday 17th December
STAFF P.D. DAY: Friday 18th December
SESSION TIMES

The times for Pre-Primary will be 8.45am to 2.55pm from Monday to Friday. Please be punctual when dropping off and picking up your child. Children must be dropped off and picked up by an adult (unless prior arrangements have been made with the Principal). Children can become quite distressed if they are not picked up on time. Please do not leave your child unattended before the starting time.

OUTDOOR EQUIPMENT: Please note that all outdoor equipment is out of bounds before and after school for safety reasons. Please make sure your children stay off the equipment.

FIRST WEEK OF 2015

Children commence full time Pre-Primary from the beginning of the school year. All children will commence school on Monday 2nd February 2015 from 8.45 am until 2.55 pm.
FRUIT AND LUNCHTIME

Each day children will need to bring a piece of fruit to share at fruit time. In addition, children will need to bring their own lunch or, alternatively, lunches may be purchased from the canteen. Children will also need to bring along a drink bottle (**water only**) each day.

At present the canteen operates on a Monday, Wednesday, Thursday and Friday. Your child’s lunch order must be dropped at the canteen before school and will be picked up by Pre-Primary staff at lunchtime.

DOGS ON SCHOOL GROUNDS

Please do not bring your dogs on to the school grounds. Some children are fearful of animals and need to feel safe in the school grounds. For health reasons we do not like dog excreta in the grounds.

SCHOOL BAGS

Please provide a large school bag to fit your child’s work, jacket, hat, lunchbox and a spare set of clothes. The bag should be approximately 30cms x 40cms. Please, no small novelty bags as these cannot hold all of their belongings (appropriate sized school bags are available for purchase from the uniform shop).

REQUIREMENTS

The Department of Education supplies the funds for books, pads and general paper supplies, however there are personal items that the children are required to supply. Each child will be provided with a detailed list which has been approved by the School Council. These items can be purchased from any supplier. We endeavour to keep the cost of this list to a minimum.
DRESS AND UNIFORM

Alinjarra Primary School has a Dress Code and children are expected to wear school uniform. The Uniform Shop is located in Room 3 and is open each Tuesday morning from 8.30 am to 9.00 am.

NO JEWELLERY.

FOOTWEAR

The Department of Education and Training Guidelines for Pre-Primary children recommend that children go barefoot in the Centre and playground. The benefits highlighted are:

- Better grip on climbing equipment.
- Exercise and lack of confinement for growing feet.
- Children not spending a session wearing wet shoes and socks.
- Children learning to put shoes and socks on.

PICK UP PERMISSIONS

If someone other than the usual person is picking up your child on a certain day, this will need to be documented. The class teacher will inform you of the procedures in place in the classroom to ensure your children are safe.

It is necessary for staff to hand your child over to a responsible adult at the end of each session. If you wish to have an older sibling pick up your child, this will need to be put in writing, signed and verified by the Principal.

SCHOOL WEB PAGE


Alinjarra Primary School has a fantastic website that promotes our school. We encourage parents to bookmark it and check it on a regular basis. You will find all sorts of information that may be of significance, for example the latest newsletter, term planners, class activities, P&C page and other interesting pictures and articles. It is a great site and new things are added on a regular basis.
PARENT HELP

Each Pre-Primary Classroom has a voluntary Parent Roster, which you are invited to fill in so that you can come and spend the morning with your child. If you bring younger siblings please note you are solely responsible for them.

Pre-Primary also participate in F.M.S. (Fundamental Movement Skills) twice a week in 1st and 2nd term. We require parent assistance to run this valuable programme and a volunteer roster will be put up in each classroom.

You may also be asked to help by doing the Pre-Primary laundry during the year.

P & C MEETINGS

The P & C Association works with the school staff to provide improved resources for the children.

This group of parents/caregivers meets (in the school staff room) on a Tuesday evening during Week 3 and Week 8 of each school term. The meeting commences at 7.00pm and is of 1 hour’s duration. It is important that we have as many parents as possible attending meetings so that your opinion on various matters can be heard and discussed. New members are always welcome.

Forthcoming meetings will be advertised in the school newsletter.

IN TERM SWIMMING LESSONS

During the year, there will be an opportunity for Pre Primary children to have 10 swimming lessons at the Ballajura Aquatic Centre. Teachers are supplied by the Department of Education and Training and are suitably qualified to ensure your child’s safety. The cost will be approximately $60 per child to cover pool entry and bus fares.

It is recommended that all children attend as the ability to swim is an essential safety skill.
CONTACT DETAILS

Please ensure that all work, mobile and emergency phone numbers we have for you are kept up to date. Be sure to inform the class teacher or office staff if any of your contact details change. When a child is sick or injured, it is vital that we are able to contact you immediately.

LABELS

Children are encouraged to be as independent as possible in Pre-Primary. To assist them to be responsible for their own belongings we ask you to label hats, clothes, lunchboxes, bags and other items children will be bringing to school.

Children should always have a spare set of clothes in their bags and these also need to have their name on them. Accidents will happen and it is much less embarrassing and stressful if children have their own clothes to change into.

TOYS

Please do not allow your child to bring personal toys from home. It only upsets children when these items become lost or broken and there is more than enough to keep them occupied during their day at Pre-Primary!

BIRTHDAYS

This is a special occasion and certainly one worth celebrating! Please feel free to bring in a cake for your child to share with classmates. Cupcakes are most easily distributed but please ensure there are enough for all children in the class. Please do not provide cakes that contain peanuts and/or are decorated with nuts of any kind.

ATTENDANCE

Your children will get the most out of the Pre-Primary programme if they maintain consistent, regular attendance. However, out of consideration for other children and adults in the classroom, please ensure you keep the children home if they are unwell. If your child is absent, you may send an SMS to 0409 682921 with your child’s name/reason/date or send a message via the ‘Skoolbag’ app, or upon returning to school, inform your child’s teacher of the reason. Verbal or written explanation is satisfactory.
HATS

Alinjarra has adopted a policy of “NO HAT, NO PLAY” for recess breaks and sports days. Such a move is to help in lowering the incidence of skin cancer by preventing sunburn and skin damage in the primary years. This policy is well supported by the parent group in general and operates all year round. So your children do not miss out on outdoor play, please ensure there is always a hat left in their bags. Please provide a wide brimmed hat for your child to wear. Beanies, visors, baseball caps and the hood from a jacket do not provide appropriate cover and are not to be worn.

HEAD LICE

The school has a head lice policy that it has developed in consultation with the School Council, Teachers and the Dept of Health. The complete policy is available on request. The school undertakes the following steps to ensure that a clearly defined process is followed when a child is found to have head lice:

- Student given a brief, age-appropriate explanation about head lice.
- A letter is sent home to inform parents that their child was found to have head lice and on the same day, parents of other children in the class are sent information and asked to check their child's hair. A confirmation slip is to be returned to school.
- A student returning to school without having commenced treatment may have the parents contacted by school nurse or admin staff and the child may be excluded from school.
Alinjarra Primary School Council has endorsed the schedule of Contributions and Charges for 2015. The schedule is broken into two sections and will allow you to calculate all costs that you might incur during the school year.

1. CONTRIBUTIONS

The total amount of contributions parents and carers are asked to pay has been contained with the $60 maximum set in the School Education Regulations 2000. Monies collected will supplement school expenditure in the areas listed below. While contributions are voluntary, the quality of our teaching and learning programme will be maximised when each family makes its contribution to the cost of supplementing funding gained from other sources, including the State and Commonwealth governments.

- Materials used in educational programmes which are provided for students to consume or take ownership of a finished article. For example technology and enterprise resource materials.
- Printing or copying text materials for use in educational programmes.
- Subsidies for students’ participation in activities that are part of an educational programme and are not provided by the school or staff at the school. Subsidies will be determined by the school.
- Provision of equipment that is not under the direct supervision of the school in order to conduct an educational programme. For example, the school may hire or borrow materials from resource centres to enhance educational programmes.
- Stationery items including computer discs, audio visual tapes, pads or extra scrap books and so on.

The School Council has elected to set the contributions in a sliding scale to assist parents with more than one child at our school. The scale is as follows:

- One child $60
- Two children $110
- Three or more children $130

2. CHARGES FOR EXTRA COST OPTIONAL COMPONENTS

A breakdown of estimated charges for your child’s participation in incursions, excursions, activities etc for 2015 has been included in the schedule below. Details on charges collected in previous years have formed our 2015 charges schedule.
Students will only incur costs if they are involved in a particular activity. The amounts indicated are on the schedule to represent the maximum charge for the scheduled activities in 2015. As in the past you will be asked to make payment for each activity as it approaches. However, if costs are a concern parents may contact the Principal, Mrs Lesley Meyers to make alternative arrangements such as instalments or a subsidised amount.

The schedule includes costs associated with ....

- Specific learning activities and available to all students, but conditional on payment being made e.g. incursions, excursions, classroom cooking etc.
- Specific learning activities are available to selected students, but conditional on a payment being made e.g. PEAC

CHARGES SCHEDULE FOR 2015

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<td>Camp or equivalent (students fundraise part of the costs)</td>
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* signifies only students selected in the programme will incur the cost.
** dependant upon package ordered by parents.
# some costs are estimates only based on historical data.