

# CANUNGRA STATE SCHOOL

## Prep Handbook 2022



**Principal:** Mrs Kylie Todhunter

**Deputy Principal:** Ms Cindi Dare

**Phone: Office** (07) 5541 6111

**Absentee** (07) 5541 6166

**Fax:** Office (07) 5541 6100

**Email:** [canungra@canungrass.eq.edu.au](mailto:canungra@canungrass.eq.edu.au)

**Address:** P.O. Box 57, Canungra 4275

Christie Street, Canungra 4275



# Principal's Welcome

Welcome to Canungra State School.

Our school plays a significant role in the lives of children as they grow and develop. In partnership with parents and other members of the community, Canungra State School provides students with a high quality education that equips them with the knowledge, skills, and attributes needed to be successful in the future.

Canungra State School boasts an excellent reputation throughout the wider community, upholding strong traditions and a wonderful culture based on our school motto, "*Aim High*". Our school is a respectful, happy, friendly and safe place for our students to become lifelong learners in an ever-changing world. We pride ourselves on going above and beyond for every student each and every day to allow them to reach their true potential.

Our staff and parents are passionate about our school and all work very hard to provide the very best of opportunities for your child.

Canungra State School provides excellent opportunities for individualised programs for our students, including sporting opportunities, performing arts programs, academic support and extension programs and a vast range of extracurricular activities throughout the year.

At our school, we understand the importance of the partnership that we share with you and your child. We encourage our parents and caregivers to become involved in our great school as this reaps enormous rewards, especially for your child in their primary school years.

We look forward to working with you to support your child's learning journey.

Kind regards



Kylie Todhunter  
Principal

## Enrolment

All prep students are required to attend an enrolment interview. Enrolment packs including enrolment forms and school information can be collected from the school office.

On enrolment we collect from you contact details, birth certificate (please note: without sighting your child's Birth Certificate, enrolment will not be accepted) emergency contact information, medical and health conditions and custodial orders. Parents will need to demonstrate that the student's principle place of residence is within the catchment area. Out-of-catchment enrolment applications will be recorded on a waiting list for the school year in which they are applying for. It is crucial that if at any time your family details change, that you inform the office immediately so that we can ensure the well-being of your child. Once enrolled, a change of address does not mean your child cannot attend CSS.

# Session Times

Prep operates on a full time basis with the children attending five days per week, with the day aligning to the rest of the school.

Our school day begins for all students at **8:45am** and finishes at **2:45pm**.

It is the policy of Canungra Prep that children are brought to the prep building by a parent or responsible adult (known to the teachers) and collected from prep in the same way. We ask that parents wait outside the classroom in the afternoon until the bell goes. Students who go home on the bus will be walked to the bus area every afternoon.

Before school, teachers are often in meetings or preparing for the school day. Students will not be allowed into the classrooms until the bell goes. Students are not allowed to play in the Prep playground before school, as there is no teacher supervision. We encourage parents in the first few weeks of the year to come in and complete a puzzle or do an activity with their child for the first 15 minutes after the start of the day bell.

Punctuality is essential, especially in the afternoons. If you are running late please let us know as soon as possible if alternate arrangements are to be made (e.g. your child is to go on the bus). It is best if you do this in writing or phone the school office.

## Lunch breaks for prep students:

<b>9.50 - 10.00 am</b>	Munch and Crunch break (healthy fruit or vegetable snack)
<b>11.00 – 11.30 am</b>	First break – main food break followed by play
<b>1.00 – 1.40 pm</b>	Second break – snack break followed by play

# Learning

Canungra State School staff plan, assess and report using the Foundation – Year 10 Australian Curriculum for all subjects including English, Mathematics, Science, History, Geography, the Arts and Physical Education.

In addition to these key subject areas, we also provide learning experiences within Prep that will help your child to:

- take on responsibilities
- become more independent
- respect other people
- cooperate with others
- make sensible choices about their health and safety
- develop their physical skills
- develop their oral language
- learn how to be thinkers and problem solvers
- develop computer skills
- use their imagination and creativity
- learn about their environment.

Children will learn through planned and structured activities including:

- focussed teaching
- real life situations
- routines and transitions
- investigations
- play.

Written report cards are sent out electronically at the end of Semester One, and again at the end of the year. We encourage you to arrange an interview with your child's teacher at anytime during the year to discuss your child's progress and any concerns you may have.



## What to bring

All students will need to supply the items that are on the prep booklist for 2022. To be provided in term 4.

### Your child will also need to bring:

- a school bag that can be opened and closed easily (not too small as they need to fit in a lunchbox, drink bottle, library book, hat etc.) We do recommend the school bag supplied by the uniform shop. It is large and will last your child through primary school.
- a school hat – our school has a **“No hat, no play”** policy. Please ensure your child has their hat each day. It is a good idea to wash hats on a regular basis.
- a spare set of clothes (does not need to be school uniform) to remain in student's school bag - named and in a plastic bag.
- a waterproof library bag.
- a daily Munch and Crunch snack (preferably fruit or vegetables).
- lunch and snack for second break.

**Please make sure that all items are named.**

**It is not necessary to name pencils, scissors, glue, textas, and crayons** as we pool these resources to share. Please name scrapbooks, art folio and clipboard.

# Parental Involvement

Parents play an important and valuable role in the education of their child. We welcome you to become involved in your child's education in prep and the years that follow. Please stay connected by:

- reading all newsletters sent home
- discussing any problems or concerns with your child's teacher
- offering to share any hobbies, interests, or expertise you might have
- taking an interest in your child's classroom by asking them questions and looking at their work
- completing any "homework" – preparing for a speaking presentation/ practising high frequency words and doing home reading
- participating in the classroom as a volunteer – this usually involves working with small groups or individual children.

Children love to see their parents involved and interested in their school life and as parents, you will have a different insight into your child's world. If you are going to help in the school please make sure that you sign in at the office.

## Headlice

Head lice are highly contagious and are a common occurrence in schools. It is important to examine your child's head regularly for any signs of head lice and to notify the school if your child has head lice so that notes can be sent home immediately to all parents. The lice can be quite difficult to find as they move around on the head so looking for the eggs is suggested. These appear as tiny silvery white specks attached to the hair shaft near the scalp. Dandruff may look similar but this is easily brushed away, the eggs are not. Head lice are easily treated with a specialised treatment, and using a fine toothcomb to remove the dead lice and eggs.

## School Notices

Each student is allocated a name pocket at the entry to the Prep classrooms. We use these pockets to keep you informed of what is going on, of coming events and to distribute the school newsletter every month if you do not have email. Please check these each day and take the time to read the information.

## Lost Property

Any property that is left behind will be placed in a basket in each Prep classroom. Please check it regularly for anything your child may be missing. At the end of term all unclaimed items will be given to charity. You can avoid lost property by ensuring all items are **clearly named** and by encouraging your child to collect their own belongings at the end of each day.



# Treasures from Home

Toys from home can get lost or broken at school, so we ask you to keep toys at home. The same applies to jewellery and other special treasures. Objects from nature or things that the children have created are best. At times, they may have to bring a specific item for a speaking presentation or special school event, you will be informed of this in advance.

## Birthdays

We would love to help celebrate your child's birthday at Prep, you are welcome to bring in a cake to share, it is easiest for us if you send in cupcakes. Please let your child's teacher know in advance.

## Library

Reading is the most important aspect of learning. Each prep class has a designated library day assigned to them at the beginning of the school year. Children borrow one book from the school library during this lesson. Children will have the opportunity to take this book home for the week. They must have a **waterproof bag** in order to borrow - this protects the book from drink bottles, lunch boxes etc. On library day, children will need to return their library book in their library bag in order to borrow again.



## Getting ready for Prep

Starting school is an exciting time, for both your child and you. There are some simple things that you can do to ensure a smooth start to Prep:

- ensure that this is not the first time your child has been away from you.
- encourage your child to be independent - putting on and doing up their own shoes; caring for and putting away play things; identifying their own belongings; going to the toilet independently; using tissues.
- work with your child to develop his or her communication skills. Your child should be able to make his or her own needs known; use appropriate greetings; respond verbally when spoken to / answer questions; speak in simple sentences; speak politely to all children and adults; communicate feelings.

- work with your child to develop skills in sharing, playing and cooperating. Your child should be able to share items with other children; take turns & wait patiently; play appropriately with and care for all equipment; follow directions; comply with instructions even if it is something they don't want to.
- **READ! READ! READ!** Read to your child every day and talk about the pictures. Enjoy sharing nursery rhymes and songs as well. These provide your child with significant opportunities to develop the language skills necessary for reading and writing.
- have your child wear their school uniform and shoes for short periods.
- practise lunch and snack times at home - adhere to set times and sit down to eat from a lunch box. Your child should be able to open and unwrap their lunch.

**We are looking forward to meeting you and your child and working together in 2022.**

