



Macleay Island State School

2024



Prep Parent Handbook

Contact Us



(07) 3400 8333



<https://macleayislandss.eq.edu.au>



principal@macleayislandss.eq.edu.au

Principal's Welcome

Dear Parent/Carer,

On behalf of the school staff and students I would like to welcome you and your family to Macleay Island State School.

Attached in the handbook is all the information you will require to actively participate in our school as an ever-important member of our school community. I encourage you to be active in our school community and you can do this in a number of ways. We are always looking for assistance with P&C activities, activities in classrooms, assistance with tuckshop, and even general tasks around the school to help with things like beautification programs and so on.

I trust you will embrace the many opportunities that our school presents in a positive manner with your child. We welcome you once again to our school community.

Yours sincerely

Cynthia Mangakahia
Principal



How to enrol your child for Prep 2024

- **Birth certificate MUST be sighted before your child can attend Prep.**
- If you have difficulty finding the birth certificate, please see the principal (Cynthia)
- Complete enclosed enrolment form and paperwork including birth certificate and return to the office as soon as possible.

Get Set for Prep 2024 sessions

Parents and children are invited to attend school in term 4 on all the dates below. **Sessions will begin at 9:00am and finish at 9:45am**

Children will be taking part in fun active learning, such as singing, craft and play, while parents meet school staff and hear more about Macleay Island State School. Sessions will take place in the Prep classroom. Siblings are welcome.

Session 1	Monday, November 06 th 2023
Session 2	Monday, November 13 th 2023
Session 3	Monday, November 20 th 2023

Tea and Tim Tams Session: An alternative session for parents who may have missed one or more sessions can be arranged by contacting Administration and speaking with the Classroom Teacher.

Our Early Years Team

Mrs Annette Quince Prep Teacher Early Years Advocate		<i>A Prep Teacher Aide will be with the class to support the teacher.</i>	
Mr Jarrod Calcott Teacher Aide, Playgroup Facilitator & Student Officer		Amanda Winchester Playgroup Teacher & Arts Teacher	
Mrs Christine McDonald Year 1/2 Teacher		Miss Sophie Wilson Year 1/2 Teacher	
Lyndie De Rochefort Student Engagement Teacher		Mrs Annette Carlaw Head of Department Curriculum	

Our passionate Early Years Team can be found in the Prep building at the front of our school. We are happy to chat with you about any Prep enrolment questions you may have. Feel free to stop in, if we can't chat with you straight away, we can make a time to ensure you walk away feeling informed about our Prep program and enrolment process.

Learning in the Early Years at Macleay Island State School



Here at Macleay Island State School, students actively engage in learning about English, Maths, Science, The Arts and more. Each day, important learning is taking place as students make incredible discoveries about themselves and the world around them.

We recognise that the Australian Curriculum builds on the key components of the Early Years Learning Framework and this influences and shapes our teaching and learning. We bring the Australian Curriculum alive, by providing students with many opportunities to be active agents in their learning.

We use the evidence of effective teaching and learning in the early years to guide our practice and ensure we provide a wide range and balance of learning experiences. We use the framework of evidence-based Age-Appropriate Pedagogies to enact teaching and learning which supports children academically and holistically. Age-Appropriate Pedagogies includes characteristics such as Active, Agentic, Creative, Collaborative, Explicit, Language Rich & Dialogic, Learner Focussed, Narrative, Playful, Responsive and Scaffolded.

We prioritise Oral Language in our school and recognise the importance of creating opportunities for children to engage in meaningful back and forth conversations. We implement the strategies from the Abecedarian Approach Australia to support the language development of our students.

At Macleay Island State School, we understand the importance of knowing each child as an individual so that we can support them to make their next best learning steps.

We provide opportunities for children to:

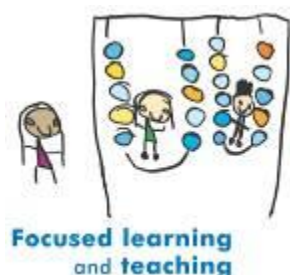
- make friends
- share and co-operate with others
- respect other people
- make sensible choices about their health and safety
- develop a positive attitude to learning
- be independent
- communicate with others
- solve problems using a variety of strategies
- finish a set task
- develop patience and self confidence
- learn new concepts and become resilient
- develop their physical skills
- use their imagination and creativity
- develop their oral language

Prep Children participate in many aspects of school life:

- Library borrowing and Library lessons
- Lessons in Cultural Studies, Arts, Music, and Physical Education
- Visiting computer hub
- Weekly assembly
- Sport Carnival
- Swimming program in Term 4

Five contexts for learning

Your child will learn through:



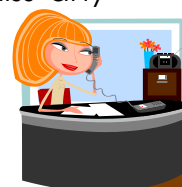
Routines and transitions



Attendance Matters

The prep day is a **full school day, five days per week**. Once you enrol your child in Prep at Macleay Island State School, their attendance becomes **compulsory**. This ensures that your child does not miss any important learning throughout the year.

We encourage you to send your child to school everyday. However, if your child is sick or there is a family issue, please advise the school by phoning the school office in the morning or by sending a written explanation in the following day.



Travel To and From the Classroom

Please notify us, personally or in writing, when anyone other than yourself will be collecting your child from the school.



School finishes at 2.45 pm. If you know that you are going to be late, please contact the school office and notify them of your delay.

If you are late for school in the morning or need to collect your child from school early, it is essential that you go to the office and obtain an 'Early Departure' or 'Late Arrival' slip.

For the safety of your child, there is a crossing located outside the school grounds. Please ensure that you use the crossings and parking areas outside of the school grounds.

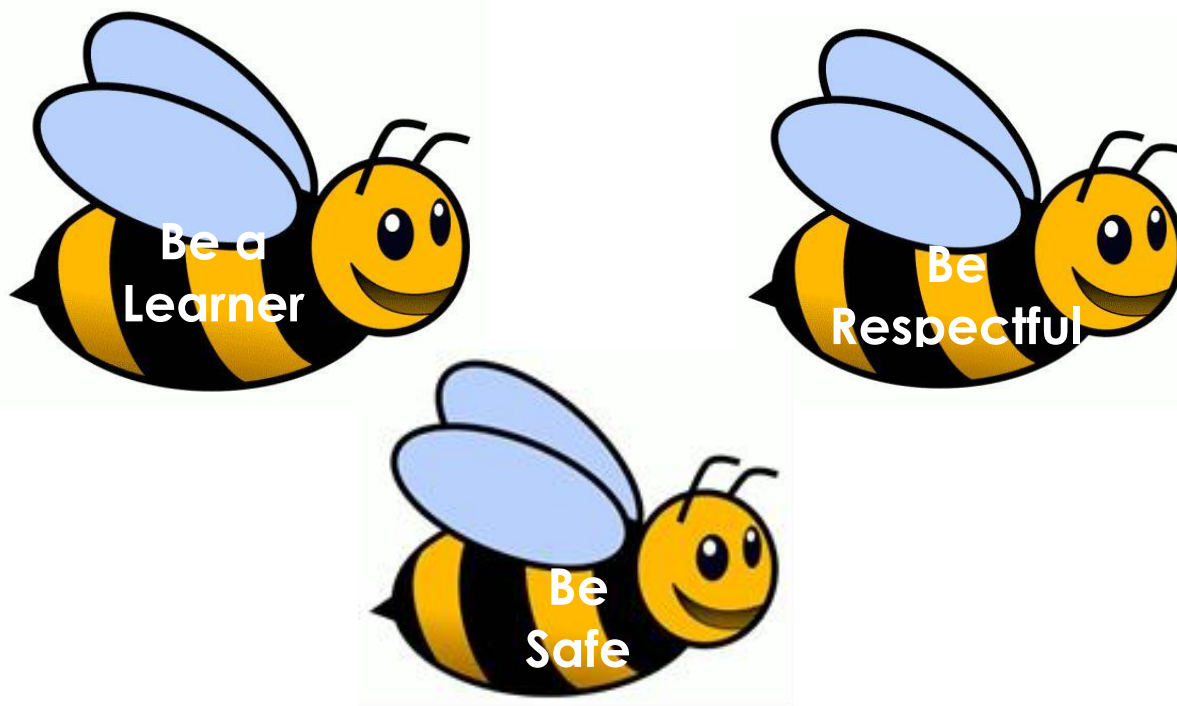
Please remember:

Behaviour Expectations at Macleay Island State School

Macleay Island State School focuses on building better learning environments for all students through actively teaching our students appropriate behaviours that allow them to get their needs met in efficient and socially acceptable ways, as well as rewarding students

for demonstrating appropriate behaviour. This is achieved through our Positive Behaviour and Learning program. As part of this program, we focus on specific behaviour expectations and school rules each week.

Our School Expectations



Birthdays and Other Celebrations

Everyone loves a birthday and other special celebrations as these are wonderful ways to build understanding about each other. Please inform your child's teacher if you are planning to bring in any cakes or treats.

Communication

Messages: Please read the noticeboards outside your child's classroom regularly to keep in touch with the children's activities, items of interest and what's happening at school.

Newsletters: To keep you informed our school produces a newsletter once a fortnight that is available on the website or can be emailed out to you.

Website: Access information about events, newsletter, and forms on www.macleayislandss.eq.edu.au

Macleay Island State School P&C Facebook page: Is another source of information, it is updated regularly.

Please feel free to discuss any problems or queries with your teacher that you may have about your child's progress, the school, or the classroom program. It is best to arrange a meeting time that is suitable

to both you and the teacher. Teachers are generally happy to meet with parents before and after school.

Sharing Information



Events in family life, such as illness, new babies and visitors can be a prime source of excitement or concern for young children and can affect their behaviour at home and/or at school. It is important for the home and school to share information that may affect children and we would appreciate it if parents would inform us of any unusual happenings of this nature. We look forward to working with your child and yourself in building a supportive partnership!

Treasures from Home

Toys and valuables from home often become lost or broken at school. Students are encouraged to leave these items at home. Any toys that find their way to school will be cared for until the end of the day. Staff cannot assume responsibility for any loss or breakage.

Health and Hygiene Policies

If your child becomes sick while they are at school, staff will notify you first. If this fails, we will notify a nominated emergency contact



person to collect the child. For this reason, **it is essential that your contact details are correct at all times.** If you need to change any contact information, such as phone number or address, please contact the school office immediately. If your child is sick in the morning, please use discretion when deciding whether or not to send them to school. A

child who is unwell will not enjoy or benefit from school and may spread the illness to others.

Prep Vision Screening

Vision screening is vital in early childhood to detect conditions, which if left untreated may lead to vision loss.

Most of children's learning is through their vision. Children cannot always tell you that they have poor eyesight. Parents may not be able to detect their child has visual problems.

Vision screening is a FREE Queensland Government initiative. A registered nurse will visit your school to vision screen, complete the consent form when it arrives, and your child will be included to have their vision checked.

What is vision Screening?



ALLERGY ALERT: Please inform us of any medical conditions/allergies. Your child's health and safety are important to us.

Sun Safety Policy

The outdoor learning environment is perfect for children to explore, and to promote body strength, balance, and coordination, whilst supporting growth in thinking processes and social learning. We are very conscious of sun safety at our school and recommend that you apply sunscreen prior to your child's arrival at school. Please ensure your child has their own hat to wear – our school wide-brimmed hat being the most appropriate for our climate. A spare hat in their school bag is advisable. Our school has a “No Hat, No Play” policy.



Computers

Each class has computers and iPADS in the classroom and lessons are also held in the Digital Hub. The use of digital technology is integrated into classroom learning activities.

Routine

Independence and responsibility are attributes which will be fostered during the Prep Year. The Prep program will encourage these skills from the first day. When your child comes to the Prep classroom, they are expected to become responsible for their own belongings. Please encourage your child to follow the routine outlined by the classroom teacher.

What to Wear

Prep students wear our school uniform which is available from the School Office. Our colours are blue and gold. Second hand uniforms are occasionally available from the office also.

Footwear is to be an appropriate closed in jogger or leather school shoes. If your child is unable to do up shoe laces, it is a good idea to provide Velcro fastening shoes.

Sun safe hats are also an essential part of our school uniform. Hats are available from the school office.

UNIFORM

Available from Administration Office 8-3pm Monday to Friday.

Eftpos only

Polo Shirt	\$27.50
Bomber Jacket	\$35.00
Hats	\$15.00

Prices are as of July 2023 and are subject to change. Please call administration on 3400 8333 for further information

Your child will also need:

- A school bag – big enough to hold a jumper, library book, lunch boxes and drink containers.
- A shady hat for outdoor play. Must be wide-brimmed or legionnaires. A spare hat is a great idea.
- healthy lunches for first and second breaks
- 'Fruit break' is a small fruit or vegetable snack for mid-morning
- A spare set of clothes including one pair of underpants and a pair of shorts/ skirt. Please place these items in a named plastic bag, with each item of clothing clearly named.
- **Please name all belongings.**



Welcome to Macleay Island State School ☺

First Day



The first experience your child has at school can have a lasting effect on how they view school. Most children approach the first day of school, full of excitement and sense of adventure, while feeling an underlying reluctance towards the unknown. This is perfectly normal. We also understand that the first day of school can be just as challenging for Mums and Dads as they entrust their precious little person to the care of the school for the first time.

At Macleay Island State School, it is our aim to make the first day of school as engaging and fun as possible.

Here are some valuable tips to help you and your child on the first day of school:

- Prepare your child well in advance for what to expect on the first day. Be positive!
- Practise opening and closing lunchboxes and bags and wearing uniforms.
- Let your child know that you will be dropping them off in the morning and picking them up in the afternoon. Be on time to pick them up.
- Kiss them at the door and once the teacher indicates it's time to go, leave promptly. Often prolonged stays result in distress when you leave. In most cases, children stop crying once you have left. Remember, Prep teachers have seen it all before and are well prepared.
- Let your child see that you are feeling good about the day. Try to hold back any tears until you have left.