Welcome to Laurimar Primary School.

This is an exciting time to start your Prep at our new school. We trust that your families association with the school will be both enjoyable and rewarding for all concerned.

As a parent you have been your child's first teacher. You have already helped your child learn many things, such as crawling, walking and talking, teaching as necessary.

When we watch children learn to walk it is obvious that some children learn to walk earlier and some children later. Yet all reach that milestone. Similarly, at school, children progress uniquely. Some children will learn some things quickly, while other children may need some more time. In the classroom we foster a safe and happy environment where your child will be valued, praised and encouraged to take risks or 'have-a-go'.

Parent involvement is highly valued in all level of school operations. You may assist in classroom programs or by being a part of a team or member of a committee. We look forward to developing a strong school community learning relationship.

This booklet explains some of the day to day working of the school, the programs that we offer your child and ways that you can help your child at home and at school.
Term Dates for 2011

Term 1
Friday 4th February - Friday 8th April

Term 2
Monday 27th April - Friday 1st July

Term 3
Monday 18th July - Friday 23rd September

Term 4
Monday 10th October - Friday 22nd December
School starts:
Friday 4th February

School times:
9am - 11:00am - 2 hour teaching block
11am - 11:20am - recess
11:20 - 1:20pm - 2 hour teaching block
1:20 - 1:30pm - inside eating time
1:30 - 2:15pm - lunch
2:15 - 3:15pm - 1 hour teaching block
3:15 - 3:30pm - reflection and pack up time.

February times:
The preps will be at school all day except for Wednesday.
On Wednesday the prep team will be completing one to one testing with all the children.
A roster will be put up at the beginning of term and parents will be asked to allocate one hour block during the four Wednesdays.
The dates for the Wednesdays are:
9th, 16th and 23rd February and 2nd March.

Dropping off and picking preps up during first term:
It is strongly recommended that preps be brought to school by 8:50am. The room will be opened and parents can bring children into the room. This time is important as the children change their take home book, put bags away, settle down to work etc.
In the afternoon the children will be brought outside the prep room to meet parents or carers. If your child is going home with somebody different please let us know beforehand. Children need to be collected by an adult during term one. Teachers will stay with children until they are all collected.

Curriculum
The curriculum at Laurimar Primary School is based on The Victorian Essential Learning document.
The document sets out clear guidelines and expectations for each primary level. English and Mathematics are the building blocks for our curriculum.

English:
The aim of the Early Years Literacy program is develop a sound base for children to build upon to become confident readers, writers and speakers.
The Prep - 2 Junior School have a two-hour literacy block each day. In this time children
are engaged in a wide range of activities aimed at developing and extending their skills in reading, writing, speaking and listening.

Children work at their own level and the teachers design activities that will reinforce skills and assist children to move to their next developmental level.

As children are working on different activities parent helpers are an essential part of the program, therefore parents are encouraged to be part of the learning process. Parent Helper Classes will take place in term one, which will assist parents who wish to be helpers.

In Prep rooms children are introduced to the basic skills and rules of reading, writing, speaking and listening. In grade one these skills are reinforced and extended. Strategies for reading and writing are explored and practised. In grade two the children are working more formally and need the opportunity to use their language skills in a variety of situations. Different genres of reading, writing and speaking are used on a daily basis. Children are aware of the conventions of print and spelling and grammar rules are developed.

An appreciation of books will be fostered through our Library program. Individual teachers will inform children and parents of their Library day so a labelled library bag can be brought to school.

**Mathematics:**

As with the English program, the aim of the Mathematics program is to develop confidence when dealing with a numeration problem.

In line with the Early Years Numeracy program, the school has five one-hour Maths sessions per week.

The 5 Maths areas are -

- **Space** - shape and spatial relations
- **Number** - whole numbers, place value, the 4 processes, mental and written problems.
- **Measurement** - formal and informal units of measurement in the areas of length, mass, area, capacity and time.
- **Chance and Data** - collecting data and then using a variety of graphs to present data.
- **Reasoning and Strategies** - developing strategies to solve problems, test the validity of their work and sharing different ways to solve the same problem.

**Integrated Studies:**

Science, Technology, Health and Physical Education, The Arts and Humanities are integrated into units of work.

**Science** - the children are challenged into investigating, testing, designing, producing, recording and evaluating information about the physical, chemical and natural world around them.

**Technology** - the children investigate the variety of materials available and how they can be used.

**Information Technology** - the children are given the opportunity to obtain information through technology and to present their work using technology. The technology available includes: computers, interactive TV's, digital cameras, e-mail and the internet.
Health and PE – developing a healthy mind and body is the aim of this area of the curriculum. A Perceptual Motor Program is run for the preps and a motor skills program is taught by our specialist PE teacher.

The Arts – in the art room the children are given the chance to plan, design and create images and objects using a variety of materials. *A labelled art smock is necessary.*

Our music program is designed to engage students in all facets of music: singing, dancing, performing and making music.

Humanities – children learn about themselves, their local and wider community and how they effect the environment in a positive and negative way.

Getting ready for a school day.

Preparation for a great day at school begins at home. Try to ensure they -

- Have had a good nights sleep. This is essential.
- Have a well-balanced breakfast. It sets them up for a day’s learning.
- Have playlunch and lunch packed.
- Children are clean, tidy and wearing school uniform.
- Have labelled belongings that are easily identified by the children
- Children are ready, eager and on time for school.

Skills that can be helpful.

Your child should be encouraged to master these tasks *without* your assistance. It is the beginning of their independence.

Wash themselves.
Tie own shoelaces.
Tidy up after any activity.
Listen carefully.
Speak politely.
Have good eating habits.
Use a handkerchief properly.
Respect of property.
Dress and undress themselves.
Know their addresses and telephone numbers.
Manage in the toilet.
Follow simple directions.
Act on given instructions promptly.
Have had the experience of being away from mum and dad.
Can use tools i.e. pencils, crayons, scissors, glue brush etc.
Relate to other children i.e. play games, take turns, sharing and cooperating.
Recognise their names.

If they are walking to school they need to know...

- the most direct route and the importance of walking with others.
- how to cross the street and use the school crossing.
- to use the footpath when possible.
**Homework:**

Children from Prep to grade 6 should be encouraged to read daily. Preps, 1’s and 2’s should be returning their take home books daily. As children begin reading more complex material they may need to have the same book for several days. Reading need not be confined only to take home books. Children should be encouraged to read library books, home books, magazines, papers etc. The best way for children to learn is by modelling – they should see you reading a variety of material as well. Spelling, maths and projects are set by individual teachers and their expectations will be outlined during Information evenings or in class newsletters.

**Parental Assistance in the Classroom:**

The value of parental assistance in the classroom cannot be underestimated especially during the Literacy and Numeracy blocks. Individual teachers will list times parents are needed in the classroom. Parent Helpers Classes will take place in term one. More information will be in the Laurimar Link and on the website.

**Buddy Program:**

Each Prep child has a grade 5/6 buddy. The buddy system is an important part of the term four kindergarten transition program and the relationship continues throughout the Prep year.

**Excursions, Incursions and Guest Speakers:**

These are organised as the need arises to enhance the term’s unit of work. Excursions could range from local walks or day bus trips. One bus trip is usually organised per year and parents are informed well in advance. No child is taken on an excursion unless written parental consent has been acquired. Consent forms with the money need to be returned to school in a labelled envelope. This is yet another ideal way that parental assistance can be given. If at any time you have a problem paying for an excursion please discuss this with the office and alternate arrangements can be made.

**Prep and Year One Trek, Year Two Sleepover:**

As part of the whole school camping program the Preps and Year Ones have a day trek which comprises of a long walk carrying your own back pack, a picnic lunch and exploring a community play area and a bus ride home. The Trek is late in term four and parents are welcome to join us. The Year Twos have a sleep over in term three. This is to help them prepare for Year Three camp. The children return to school for tea and a variety of activities and then spend the night "sleeping" in their sleeping bags in the Junior School building. They have breakfast at school and are picked up by their parents before 8:00am on Saturday. No parents attend the sleep over as it is a preparation for being able to cope without parents on camp.
Sustainable Transport to School:

Walking to school - All children will be encouraged to walk to school – given the nature of the surrounding streets and the central location of the school this provides an ideal location to walk. Parents are requested to walk with or organise adult supervision during term 1 as children become accustomed to the routine.

Riding to school - The school also strongly encourages children to ride to school. We have had a fantastic response to our bike program with many children riding to school. The school is a member of Bicycle Victoria’s, Ride2School initiative.

Before & After School Care:
This program provides high quality care for children as well as a wide range of recreational activities. Our aim is to provide safe, affordable and enjoyable care for your children out of school hours. The services are located within the school buildings and grounds so parents can be comfortable in the knowledge that their children never leave the school when attending before or after school care. ‘Try Youth’ is the registered provider who will deliver this service. Annual registration is required. Enrolment forms will be available from the school office. Parents are required to comply with the procedures set down in the program’s policy statement.

Student Absence:
School attendance is extremely important. At all times parents should discourage their child staying home - ‘day off’ culture. If there are concerns, please contact the school. Department of School Education Rules.
- Children are not permitted to be absent from school without a reasonable excuse.
- Notify the school office if your child is absent.
- When your child is absent from school a note is required explaining the absence.
- A record of the absence and the note are required to be kept.
- Contact with home will be made if there is an absence of three days and the school has not been notified

Monday Assembly:
Every Monday a “whole school” assembly will be held outside at 9.00a.m. Each assembly will commence with our National Anthem and followed by announcements, awards students / class special performances. Parents are encouraged to attend and make this a regular visit to the school.

Newsletter:
The school will publish its Newsletter (Laurimar Link) each fortnight and it is sent home on Thursday. It is distributed to the eldest member of the family attending school or emailed through a parent distribution list. The Newsletter contains general information for parents as well as sporting results, excursion reports, items for classes, events in the classroom, etc.
**SunSmart:**
Terms 1 and 4 are designated SunSmart terms. All children are required to wear their school hat. Children not wearing an approved hat at recess or lunchtime will be directed to a designated shade area.

**Uniform:**
The school has a compulsory uniform. The school uniform supplier, PSW has a store at the school.

**Wet / Hot Days:**
Where there are days of extreme weather (either wet / extreme hot weather) a special timetable will require children to remain inside during recess and lunchtime.

**Illness:**
Children will not be permitted to remain in classrooms during the recess and lunch breaks. If a child comes to school he/she must be well enough to play outside. Parents will be contacted if children become ill at school. Where there has been contact or injury to the head parents will also be contacted. If contact cannot be made with the parent the emergency contact will be phoned. If medication is to be administered to children at school, a signed note must accompany medication. The note must state: name of the child, dosage and the time the medication is to be administered.

**Safety:**
Our school program will develop safety habits, however, it is important that the following safety habits are known.

Each child should know:
- Full name and address
- How to cross a street
- To walk on footpaths
- Never accept rides from strangers