

*Pre-Kindergarten
Handbook*



3-Year-Old Kindy

Welcome to the Esperance Christian School's

Principal

Mr Nicholas Boucher

Pre-Kindergarten Teacher

Mrs Sonja Sutter

Education Assistant

You can contact our school on **(08) 9071 2703**.

Contact Teacher via Email : Sonja.sutter@ecs.wa.edu.au

The school staff aim to provide a quality pre-school program, which promotes in children the desire to learn, engages their curiosity and develops skills to explore and learn from their environment.

Our daily program will run alongside the 4-Year-Old Kindy group's theme. The activities the Pre-Kindy students complete will be differentiated in such a manner that they will be enthused and successful in what they attempt to do.

PRE-KINDERGARTEN (3-Year-Old)

Esperance Christian School offers 6 hours of Pre-Kindergarten Education per week at a rate of \$555.00 per term, representing 2 half days or one full day, depending on the number of positions available. An option of two full days is also currently available at a rate of \$802.50 per term.

Application for Pre-Kindergarten (3-Year-Old Kindy)

Your child must turn 3 prior to 30th June of the current academic school year **(and must have turned 3 before they can be enrolled)**. If he/she turns 3 after this date, we will gladly place his/her name on the waiting list.

If, after reading through this booklet you have any questions regarding our school, we will be happy to speak with you and/or show you around our facility.

Application for Enrolment forms can be obtained from the school office.

Once completed, please send it to the school with a non-refundable, once off application fee of \$150.

Typical School Half Day Routine for 3-Year-Old Kindy

8:35 am	Arrival and place bag, fruit and water bottle on name
8.40 am	Bible songs and story
9:30 am.	Adult led Maths and free choice activities
10.15 am	Fruit time and veranda play with sensory activities
10.45 am	Literacy songs/nursery rhymes, followed by adult led activity
12.00 pm	Home time

Typical School Full Day Routine for 3-Year-Old Kindy

8:35 am	Arrival and place bag, fruit and water bottle on name
8.40 am	Bible songs and story
9:30 am.	Adult led Maths and free choice activities
10.15 am	Fruit time and veranda play with sensory activities
10.45 am	Literacy songs/nursery rhymes, followed by adult led activity
12.10 pm	Lunch and rest time
1.00 pm	Play based learning activities relating to themes
1.45 pm	Outdoor/Nature space play
2.40 pm	Story time
3.00pm	School day concludes

Uniform

The Pre-Kindy students do not need to wear school uniform. They do, however, need to wear clothing that will protect them from the warm sun in the summer, and cold and wet weather in the winter.

Their footwear needs to assist in safe running, climbing, and jumping.

They MUST wear closed in shoes, e.g. no open toes, NO thongs please.

We highly recommend all Pre-Kindy children to be toilet trained before starting with us, as staff are unable to provide nappy-changing services. Please provide an extra change of clothes as needed. We do understand that accidents still happen. Please speak to your teacher to discuss strategies and arrange a plan to suit your child's needs.

Your child will need to have the following equipment on Day 1 and beyond.

Item	Every School Day	Upon starting
Back Pack, with spare set of clothes & jumper – All items MUST be labelled	✓	
Donation of a bottle of anti-bacterial hand wash gel		✓
Donation of a large packet of baby wipes		✓
Own piece of fresh or dried fruit/vegetable, ready-to-eat (please cut up fruits such as apples and oranges)	✓	
Hat (must be labelled) “No hat – Play in the shade”	✓	
Water bottle (must be labelled)	✓	

CHILD DROP-OFF and COLLECTION

Our 3-Year-Old Kindy hours are: Half Day: 8.40am to 12pm

Full day: 8.40am to 3.00pm

Beginning of the Day

We encourage all parents to arrive by 8.35am and stay for a few minutes and help their child discover the classroom every morning. Can your child recognise their laminated name card and place their bag, fruit and water bottle on their name cards? What activities are on offer on the veranda?

End of Day

Because we care about the safety of your child, we require parents or caregivers to **notify the school (by phone call or in writing)** regarding alternative pick-up arrangements from school.

All students must be collected from the class by his/her parent or nominated carer. *If you arrive early (before 2.55pm), please feel free to wait on the veranda outside the classroom. Please do not enter the classroom, as this may distract your child from the end-of-day conclusion activities.*

Children will not be allowed to leave the school with any person other than a parent or nominated carer without your permission.



If you are running late to collect your child, please contact the school ahead of time. This will allow us to explain to your child that you will be collecting them soon. Please save the school's number **(90712703)** on your mobile phone so you always have it on hand. Most young children worry very quickly if they see all their friends leaving at home time and there is no sign of their parent/carer.

Check the School Bag

We will pop notes and of course your child's masterpieces in your child's school bag for you to take home and display on the fridge door or stick into a scrap book to look through for many years to come.

Communication



Every second week there is a **school newsletter** to keep you informed about school happenings. We distribute this via email and SeeSaw.

The information in them keeps you informed of what's happening around school.

TOP TIP!

What if my child simply adores painting and the fridge cannot possibly hold 100 paintings?

Save the paintings and use it as wrapping paper for presents. Alternatively, cut it into pieces and stick it on the front of a piece of card folded in half. Not too many people can say that they have hand made cards and wrapping paper on standby. You can also take photos of your child's artwork if you sadly have no room in the house to keep it anymore!

Child Safety

Esperance Christian School is committed to ensuring the safety of your child at all times. Please view our *Child Protection policy* and important policies on our website or ask for copies from the school office.

Food

Fruit time***

At 10.15am the students will enjoy “fruit time”. Although we call it “fruit time”, vegetables are also allowed. If you choose to send in pre-packaged preserved fruit, please teach your child how to open and access the container. Apples need to be cut up – whole apples take far too long to eat and result in a lot of wasted play time or fruit. Please peel and segment oranges as students cannot independently peel an orange and they struggle to eat all the pulp from the peel.

Lunch

Your child will need to bring his/her own **lunch and water bottle.

The lunchtime drink can be either milk or water. NO juice, cordial or flavoured milky drinks please.

We believe that a balanced, familiar, satisfying, healthy lunch will help keep them alert for more learning in the afternoon.

We **suggest** a combination of

- Sandwich/pasta salad/wrap.
- Yoghurt/cheese.
- Fruit/vegetables (fresh, preserved, or dried)
- **One** small treat such as a biscuit or some chips is ample for their limited appetite and time.
****ONLY one processed treat please e.g. biscuit/chips/muesli bar**

We aim to be a waste wise and environmentally friendly school by teaching our young students how to help look after God’s creation – please consider this when purchasing individually pre-packaged snacks.

Please make sure your child’s lunch is familiar, quick and easy to eat. School lunchtimes are not the best time to experiment with new recipes. Only pack what you know your child will eat.

From time to time, we adjust our timetable slightly at short notice, e.g. eating lunch earlier than normal. To avoid a mad rush, please ensure your child arrives at school with their lunch, rather than dropping it off at lunchtime.

All students are expected to sit at the table and chairs provided to eat their lunch. The children are encouraged to eat as much of what you have sent during their 20-minute lunch time, but more often than not they will only manage their sandwich. We always begin with our lunch with our main course. Treats will be allowed after main lunch is eaten.

Canteen

Provided we have parent volunteers, our school canteen operates on a regular basis. You will be notified ahead of time what the canteen days are, the food on offer, costs and ordering process. Lunch orders are made on SPRIGGY Schools app.