Our Values

Our Vision
We provide the best opportunities for successful life long learning.
Children are empowered to take increasing responsibility for learning and decision making.
Children, teachers and parents are proud to form a partnership for the future.

Our Values
RESILIENCE
EXCELLENCE
SAFETY
PERSISTENCE
ENCOURAGEMENT
CREATIVITY
TOLERANCE

RESPECT
IS:
Treating other people the way you like to be treated

IT MEANS:
Caring for myself, others and our environment

RESILIENCE
IS:
Bouncing back and not giving up

IT MEANS:
Making the right choice when dealing with difficult situations

IT HAPPENS WHEN:
I stay calm
I am confident
I ask for help to solve problems
I accept responsibility for my own actions
I negotiate with people
I stand up for the right thing
I learn from my mistakes
I find some things difficult I don’t give up
I listen to advice
I have a go at something new
I understand that thing won’t always go my way
I’m not afraid to be different

EXCELLENCE
IS:
Striving to achieve my best at all times

IT MEANS:
Trying to be as good as I can be

IT HAPPENS WHEN:
I try my best
I don’t give up
I succeed
I help others to improve
I set goals for myself and work hard to reach them
I challenge myself
I focus on tasks
I organise myself and my belongings
I am proud of my achievements
I cooperate with others

SAFETY
IS:
Looking after yourself and others

IT MEANS:
Doing things which will keep everyone safe

IT HAPPENS WHEN:
I take my time and I’m careful
I ask for help and I help others
I don’t do dangerous or silly things
I am kind to others and I don’t bully
I take responsibility for my actions
I make appropriate choices
I look after myself and others
I make sure my environment is safe
I play cooperatively and by the rules
# Our Values

## Persistence

**Is:**
Staying on task and not giving up

**It Means:**
Staying positive, persevering and completing tasks

**It Happens When:**
- I keep trying and I don’t give up
- I try my best
- I have a positive attitude
- I keep going even when things go wrong or get hard
- I use my time wisely
- I finish a task I’ve started
- I believe in myself
- I think of different ways to solve problems

## Encouragement

**Is:**
Praising, supporting and being positive towards others

**It Means:**
Telling others they can do it!

**It Happens When:**
- I cheer for people
- I always use positive words
- I am confident
- I help others to improve
- I help my friends face their fears
- I work well with others
- I encourage others to be truthful
- I have the courage to try new things
- I am optimistic

## Creativity

**Is:**
Being original with your thoughts, ideas and work

**It Means:**
To think and do things in different ways

**It Happens When:**
- I am unique and I show my personality
- I think ‘outside the square’
- I am not afraid to do things differently
- I use my imagination
- I share my opinions
- I use my learning in different ways
- I invent new ways to do things
- I experiment and try out my ideas
- I create beautiful things

## Tolerance

**Is:**
Understanding that people have different cultures, ideas and beliefs

**It Means:**
Respecting people’s differences

**It Happens When:**
- I understand people have feelings
- I care about others
- I listen to people’s opinions
- I am fair
- I negotiate
- I accept that others are different
- I co-operate
- I am patient
- I am aware that it’s OK to be different
- I am understanding
Glen Katherine Primary School extends a warm welcome to you. We look forward to you visiting our school and becoming a member of our school community in 2013. Parent participation and involvement is actively encouraged and appreciated. Staff and parents work as a team in the interests of our children.

**We can offer your child:**

- Experienced, enthusiastic and caring teachers.
- A varied curriculum with excursions, special events, and many other highlights throughout the year, e.g. Art Show, Literacy/Numeracy Week and Book Week celebrations.
- Literacy and numeracy as our main priority across the school. Specialist subjects: Music, Art, Science, P.E. and Italian.
- A well established Early Years Program.
- Additional Assistance Programs eg. Literacy Intervention targetting student cohorts with the most immediate needs.
- Extension Programs – Tournament of the Minds. Opportunity to participate in Maths Talent Quest in future years.
- Computers in the classrooms as well as a Computer Centre and a portable set of laptops for use within the classroom.
- A newly built and furnished Art Room offering:
  - Art – painting, sketching, clay modelling, 3D construction and textiles.
  - Design Technology
- Spacious, modern workspaces.
- Modern, comfortable and well resourced library.
- Excellent Music facilities.
- Optional private music lessons in guitar, piano and vocal.
- A Gymnasium complex for Physical Education and Sport.
- A well-equipped Science Room, an environmental area and sustainability program.
- A new multipurpose building comprising gymnasium, a new visual and performing arts centre as well as housing for the Holiday and Out of School Hours Care Program.
- A grade level team structure led by an experienced teacher which ensures team planning, to provide the best educational learning opportunities for all children.
- Beautifully landscaped grounds, offering:
  - areas for passive activities
  - Challenging, sun protected, adventure playgrounds purpose built for all age groups.
  - spacious grassed playing areas
  - a large school oval
  - basketball and tennis courts
  - shaded areas
  - picnic areas with tables and seats
  - covered sandpits
- Full Canteen facilities every day. (Lunches are ordered in the morning and delivered to the classroom.)
- Computer education for all grades.
- LOTE Italian—(Language other than English).
- Before/After School Care Program and School Holiday Program
- Extensive excursion and camping program
- A very successful Kinder/Prep transition program.
- Strong discipline and anti-bullying policy alongside our Values Education Program (see School values Information at beginning of the booklet)
The main aim of our Prep Transition Program is to familiarise parents and children with the school, staff, its surroundings and facilities. We wish to provide an enjoyable introduction for your child, thus ensuring a smooth beginning to their years at Glen Katherine.

To help facilitate this, we offer five separate occasions which we recommend you attend with your child.

*Please note that during these sessions the Pre School children will move into the classrooms with our Prep teachers.*

1. **Transition Morning**
   - Date applicable to your child's Pre-School (on the following page).
   - Meet in the MPB (Multi Purpose Building) at 9am

2. **Parent Information Night**
   - Wednesday, November 21st, 2012 - 7.30 pm. (Held in the Multi purpose Building).

3. **Lunch with the current Preps**
   - Thursday, November 22nd, 2012 - 11.30 am -12.30 pm. *(St Helena / Briar Hill)*
   - Friday, November 23rd, 2012 - 11.30 am -12.30 pm. *(Other Pre Schools/Child Care)*

4. **Orientation Day**
   - Thursday, December 13th, 2012 - 9.15 am – 10.45am

5. **Interview Day**
   - Monday 4th February 2013 (Times to be advised on Orientation Day - December 13th, 2012).

Alongside the formal transition program as outlined above we are offering four other optional sessions where your child may visit our school. These sessions will be ideal opportunities for your child to further socialise share in story time and visit the Library, Music and Science Rooms. Come when this is convenient to you. The sessions will be supervised by our current Prep teachers. Each session will run for one hour in the Prep rooms from 3.30pm – 4.30pm on the dates listed below:

- Monday October 8th, 2012 (day 1 term 4)
- Monday October 15th, 2012
- Monday October 22nd, 2012
- Monday October 29th, 2012
Transition Mornings for 2013 Prep Enrolments

1. St Helena Pre-School / Wahroonga Pre School / Wattletree Pre School  
   Wednesday November 7th, 2012 - 9.15 am – 10.45 am

2. Eltham North Pre-School / Briar Hill  
   Thursday November 8th, 2012 - 9.15 am – 10.45 am

3. Other Pre Schools and Child Care Centres  
   Friday November 9th, 2012 – 9.15am – 10.45am

Parents and children are invited to come to the Multi Purpose Building at 9.00 am on their allocated day (refer dates above).

*The children will participate in activities and parents are invited to stay for tea, coffee and a chat with some of our parents and teachers.*

**Parent Information Night**

**Date:** Wednesday, November 21st, 2012.

**Time:** 7.30 pm.

**Place:** Glen Katherine M.P.B.

The Prep teachers will discuss organisation for 2013 covering all topics and issues you need to know for a smooth and happy start to the 2013 school year.

**Lunch with the current Preps**

Children are invited to visit the Year 2012 Prep rooms for lunch with our current Preps between 12.00 pm and 1.00 pm. *Parents please provide a packed lunch for your child.*

**Date:** Thursday, November 22nd, 2012  11.30 to 12.30 (St. Helena Pre School / Briar Hill Pre School)  
Friday, November 23rd, 2012, 11.30 to 12.30  (All other Pre Schools and Child Care Centres)

*If your child has a life threatening allergy please see staff prior to lunch with the Preps.*

*Parents are invited for morning tea in the Multi Purpose Building (11.30 p.m. – 12.30 p.m.)*
Orientation Day

Date: Thursday, December 13th, 2012

Time: 9.15 am – 10.45 am

Place: Glen Katherine Courtyard.

Our new Preps and parents are to meet under the shade structure outside the library, where grades and Prep teachers will be announced for next year. The children will spend a short time in their 2013 room with their Prep teacher.

During this morning you will be advised of your interview time for the first day of school in 2013.

Interview Day

Date: Monday 4th February 2013

“Getting to Know You Interviews”

Prep children and parents meet with their new teacher and will have the opportunity to supply the teacher with valuable information relating to their child.

Your interview time will be conveyed to you on Orientation Day, Thursday 13th December, 2013. You will also be issued with a 2013 Information Booklet.

School Attendance during February 2013

Preps commence school on Tuesday 5th, February 2013. During February, the focus will be on settling the children into their classrooms, getting to know their teacher and making friends. We will be operating a flexible curriculum and emphasising the importance of being socially and emotionally comfortable at school.

During the month of February, your child will be required to attend school for full days on Monday, Tuesday, Thursday and Friday. Wednesdays, during February have been set aside for testing. You will be allocated a time on one of these Wednesdays where your child will attend school to undertake one on one assessment tasks with the teacher. Your child will not be required at school on any other Wednesday in February.

Children will commence full weeks of school from the week beginning Monday 4th, March 2013.

Details of school routines, requirements and regulations will have been conveyed to you at the Transition/Orientation sessions.

We trust our Transition Program will be both welcoming and informative. Our staff look forward to working with you and your children. If you have any queries or concerns at any time, please do not hesitate to contact us. The schools phone, fax and email details are displayed on the cover and our school website.
Glen Katherine Year Round Care Program

An Out of School Hours Care and a Holiday Program operates from the Year Round Care Room. A quality program is run each day where the children are cared for in a safe, friendly, comfortable environment, run by qualified and experienced staff.

Before School Care runs from 7.00 am to 8.40 am with breakfast provided. After School Care runs from 3.00 pm to 6.30 pm with afternoon tea provided consisting of a sandwich, fruit and drink. A varied program is organised for the children such as craft activities, cooking and physical activities. The children also have free play and quiet time to complete homework, read a book or do an activity.

Care is available on a permanent, permanent part-time or casual basis.

A registration fee of $25 per family is required annually.

Fee relief will be available for most families and will be means tested according to income.

Holiday Care runs Monday to Friday during first, second and third term holidays, from 7.30 am until 6.30 pm. Prior booking is essential.

New families to Glen Katherine will be able to access the Holiday Program from Tuesday 15th January, 2013.

Please contact the co-ordinator, Narelle, on 9431-2503 for further details or bookings. An answering machine is on 24 hours a day to take your message or you could leave a written note at the main office of the school.

An updated information pamphlet will be provided in term 4.
Glen Katherine Primary School has compulsory school uniform. This is sold by the Parents and Friends Association from the Community Room (opposite the library) on Monday and Friday mornings 8.30 am – 9.00 am. A shop operates for the sale of new garments as well as a very successful second-hand shop offering good quality items.

In order that your child has a uniform to commence the 2013 school year it will be necessary to purchase school uniforms during term 4 in 2012, when stocks are adequate. The Uniform Shop will be open on all Transition Days, Prep Lunch Day and Orientation Day. It is also open every Monday and Friday 8.30 am to 9.00 am. Price lists are available from the office or at the shop. Over the past few years new parents to Glen Katherine Primary School have generally relied upon the shop personnel to advise them on the type and quantity of garments they need to start the new year. We have also included a list of the **basic essentials** to get you going, allowing for laundering and warmer weather in February/March.

<table>
<thead>
<tr>
<th></th>
<th><strong>Suggested Quantity</strong></th>
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<tbody>
<tr>
<td><strong>Girls</strong></td>
<td></td>
<td><strong>Boys</strong></td>
</tr>
<tr>
<td>Summer Dress Pleated Netball Skirt</td>
<td>1 – 2</td>
<td><strong>Shorts</strong></td>
</tr>
<tr>
<td>Short Sleeve Polo</td>
<td>At least 2 when shorts, netball skirt or tracksuit pants are worn.</td>
<td><strong>Short Sleeve Polo</strong></td>
</tr>
<tr>
<td>Polar Fleece Jumper</td>
<td>At least 1 of these</td>
<td><strong>Polar Fleece Jumper</strong></td>
</tr>
<tr>
<td>Track pants</td>
<td>At least one for cooler days.</td>
<td><strong>Track pants</strong></td>
</tr>
<tr>
<td>Hat</td>
<td>1 broad brimmed hat for summer</td>
<td><strong>Hat</strong></td>
</tr>
<tr>
<td>School Bag</td>
<td>1</td>
<td><strong>School Bag</strong></td>
</tr>
<tr>
<td>Chair Bag</td>
<td>1</td>
<td><strong>Chair Bag</strong></td>
</tr>
<tr>
<td>Library Bag</td>
<td>1 (These can be made at home or purchased from the uniform shop.)</td>
<td><strong>Library Bag</strong></td>
</tr>
<tr>
<td>Art smock</td>
<td>1</td>
<td><strong>Art smock</strong></td>
</tr>
</tbody>
</table>

**Footwear:**
Black shoes/runners/sandals with closed toes
White runners are allowed for sport
White socks

**Optional:**
Hair scrunchies in school colours/blue ribbons and hair slides.
THE PREP YEAR

When your child enters school for the first time he/she will have begun to make discoveries of and to inquire about the world "at large". He/she will be keen to seek new learning experiences, to encounter different learning environments and to socialise on a wider and differing scale.

We seek in the first weeks of school to make the transition from home (and kindergarten in most instances) as relaxing, secure and interesting as possible. Many activities, both familiar and new, are presented to the children to help foster a co-operative learning environment.

The Prep Year is the first in your child's formal education. Throughout this year we assist your child to extend his/her knowledge and to develop the processes of learning through an integrated curriculum. We offer a developmental curriculum, which caters for all children, allowing each child to achieve their goals.

Encouragement and interest in your child’s development and progress is of prime importance. Most children during their Prep Year are keen to discuss their day’s activities when they come home. However, do remember all children are individuals and some may take a little longer to express themselves - some even prefer to keep their experiences to themselves for a while.

Most of your child's development will occur during planned activity sessions, and whilst some of this is recorded individually, much is oral, or recorded in a variety of ways and shared by the class or group.

The children will be able to take home books from the grade and the library to share with parents and siblings.

Home activities, family outings, etc. are all a part of your child's "total learning environment". These will all assist, complement, extend and sometimes initiate your child's school experiences. The child, the parents, the teacher and the school work as a team!

In all, we hope to make the Prep year the first of many enjoyable, stimulating and productive years at school.

BEGINNING SCHOOL

As the time gets close for your child to start school, there are a number of things which parents can do to help your child settle in easily. Here are some ideas:

- Walk with your child to school so that he or she knows the way. Even if you plan to drive him/her most days, it’s a good idea for a child to know which way to walk home, in case there is any mix-up.
- Point out the different school buildings and playground areas.
- Once school starts, make sure your child knows where to meet you.
- If children are to feel secure, it is important that they are met on time.
- Practise with your child what he or she should say when asked his or her name.
- Label any clothes your child may take off, and things like lunch boxes and school bags. Show your child the label and say something like "See, I’ve put your name here in blue".
- Talk about how long the school day will be in a way that your child can understand. "It’s as long as kinder but you’ll have your lunch after that, and perhaps then some stories and then I'll come and get you".
- Talk about the difference between "playtime" and "lunchtime". Show your child what food you have packed each morning and say when you expect it to be eaten. Make sure your child can easily open the lunch box and drink container. We encourage ‘nude food’ with no disposable wrapping.
- Choose a school bag or case that is a suitable size for your child. Bags that are too big are awkward and tiring.

PARENT / SCHOOL RELATIONSHIPS

The first day of school can mark the beginning of a clear division between home and school for a child. On the other hand, parents and the school can work together in the interest of the child.

You can help your child make this a successful transition by :-

- Attending the optional transition afternoons.
- Attending Parent Information Night so that you are up to date with important information about the 2013 school
Attending Orientation Day on Thursday 13th December.

If you don't know what prep classes are like, try to arrange a visit to the school your child will be attending and take your child along. You could talk with the teachers about what they are teaching the children and the reasons for some of their methods.

**PARENTS’ FEELINGS**

The emphasis in this booklet has been on preparing a child for school, but parents have to be prepared too: prepared for the fact that they may miss the child greatly. No longer will they be the main source of wisdom in the child's life, the teacher will have some influence too.

Most parents accept this as part of a long-term process in helping the child move from total dependence to independence. They accept any mixed feelings about their child's independence and may even find that they have some time for new activities.

**HOW YOU CAN HELP YOUR CHILD**

Before your child starts school you can support their reading development by :-

- spending time with them - participating in, and discussing, many activities;
- providing opportunities for them to explore the world of home and community;
- reading and writing yourself so that they can see these are important and valued activities;
- reading stories to and with them;
- telling stories;
- taking them to the library to select books;
- providing materials that will allow them to explore early literacy, both reading and writing:
  - Books, books, books and more books!
  - Paper, crayons, pencils, and paints for drawing and writing.
  - Toys and games of a manipulative nature, including letters of the alphabet.

Given these opportunities, some children will learn to read before they are five. This is fine if it emerges naturally at the child's initiation. The same, however, cannot be said for active, planned teaching of reading to pre-schoolers. If you are considering teaching your pre-schooler to read, consider why you want to do this. From whom is the motivation coming - the child or you? If it is not coming from your child, you could be heading for trouble. Too much pressure can lead to conflict and a dislike of reading. Inappropriate teaching can lead to confusion and the establishment of bad habits in reading which can be very hard to break.

We recommend that you look at the website of Early Childhood Educationalist, Kathy Walker for additional information relating to your child’s development and transition to school. Click on the link to “Parent Support Services.”


*The Staff at Glen Katherine Primary School look forward to a long and happy partnership with you and your child. We extend a warm welcome to all.*