

## Getting to know my child in 2017

Child's Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Students do best when parents and teachers work together as partners. Sharing information with your child's teacher will help him/her better understand your child's needs and lay the groundwork for a co-operative relationship throughout the school year.

**(THIS INFORMATION WILL BE KEPT STRICTLY CONFIDENTIAL)**

- How does your child feel about school?
- Which activities does your child enjoy doing the most? (tick if the interest is at home, school or both)

Activities	At home	At school	Please provide examples if possible
LANGUAGE – eg. talks a lot; interest in reading, writing...			
Anything to do with numbers			
Building things, playing with patterns, drawing...			
Movement- eg. sport, dance, outside play			
Like to be with other people; is kind and understanding of others			
Music- eg. listening to music, singing songs...			
Has an affinity with nature- eg. likes to collect shells, enjoys bushwalking/camping...			

- Does your child participate in extra-curricular activities outside of school hours? Eg. sport teams, clubs etc
- What types of books does your child read at home? How often do they read?
- What are your child's strengths and/or weaknesses?
- Is there any area in which you think your child needs extra help in?

7. Is there any area in which you think your child would benefit from extension?

8. Tell me about your child's personality traits (what you love about them)

9. How does your child accept responsibility at home? Do they do chores?

10. Does your child have any health problems?

11. Are there any family issues we should know about?

12. Do you have internet access at home?

Is there anything else about your child that you would like to share?

Thanks for providing us with this information. We look forward to having a further discussion about your child later this term.

**Could this information please be returned to your child's teacher by FRIDAY 17<sup>th</sup> FEBRUARY.**

## 2017 General Information and start of the year requirements

A comprehensive information booklet will be coming home with your child providing specific information relating to your child's grade/year level mid Term One. This information aims to provide you with 'start of the year' whole school expectations to ensure everyone starts the year consistently.

**\*\*\*At your earliest convenience, could you please send 2 boxes of tissues to school with your child for use throughout the year. (Thank you ☺)**

### **PUNCTUALITY (Beginning the Day)**

Every day your child is away from school/late impacts on the level of success that will be achieved throughout their time in school. We understand that sickness or necessary/critical appointments are a part of everyday life and cannot be avoided. We also know that getting students to school every day and on time will enable us to get the best out of your child (academic, social and emotional growth) which is always our priority.

Routines and procedures are critically important in establishing a strong learning environment within each classroom. For this reason it is extremely important that students are at school, ready to begin their day prior to the bell going at **8.40am**. It is expected that learning begins from the moment the bell rings. Students will be marked 'late' if they are not in their classroom when the bell rings.

**Parents entering classrooms** – Parents are welcome to speak to teachers before 8.30am or after school at 3.00pm. After 8.30am, all teachers will be preparing for the start of the school day so will be unavailable for discussion. If you should require a longer period of time to discuss anything concerning your child, our teachers are happy to negotiate another time that is suitable for all concerned.

To enable the school day to begin promptly for all students, we ask parents **not to enter the classroom with their child when the bell rings**. A priority in establishing a strong learning environment is encouraging independence with all our students (Prep to Six) and the start of the day routine begins at 8.40am for the entire class.

### **ABSENCE NOTES/LATE TO SCHOOL**

If your child is absent from school it is an Education Department requirement that you provide a note to your child's teacher indicating the reason for absence. We ask that this arrives with your child on return or soon after.

If your child is late to school, they do not need to go to the office to inform them of their arrival. Late students should move directly to their classroom to start their day. Our school website has Student Absence Notification forms that can be printed or you can fill in an online absence form directly through the Notices link.

Glen Katherine Primary School Website: [www.glenkps.vic.edu.au](http://www.glenkps.vic.edu.au)

### **MEDICATION**

If your child requires any type of medicine to be administered, they must let their teacher know about this. Classroom teachers do not administer or monitor medicines in the classroom. Instead, the medicine/tablets will be sent to the office for our First Aid Officer to oversee for the amount of time needed. Our school website has Medical Authority forms that can be printed, filled in and returned to school with your child's medication.

Glen Katherine Primary School Website: [www.glenkps.vic.edu.au](http://www.glenkps.vic.edu.au)

### **UNIFORM**

Wearing school uniform is compulsory for all students. Some particular components to be aware of;

**Hats** – Our school hat needs to be worn during Term 1 and Term 4. If a student does not have a hat at school they will need to stay under a shade area for the duration of lunch and recess. Hats during Phys Ed are also compulsory.

**Hair** – Hair should be neat and well groomed, with longer hair (shoulder length or longer) tied back in line with our Head Lice Management Policy. Extreme hair colours and styles are not acceptable. All hair accessories should conform to the GK colour scheme. (navy blue, royal blue, pale blue, white)

**Shoes** – Shoes should be supportive footwear appropriate to the activities of the day (including sport). Sandals must have covered toes. Lightweight, slip-on style canvas footwear is not considered appropriate.

**Jewellery/makeup/nail polish** – Fashion jewellery (including plastic wrist bands) is a health hazard during any physical activity and should not be worn to school. Stud earrings in pierced ears are an exception. Make up and coloured nail polish are not to be worn except for approved school activities.

## **HEALTHY HABITS**

**Nude Food** – We are a school working towards attaining our 5 Star Science and Sustainability Rating. A continual part of this is educating our community about sustainability practices and healthy habits. For this reason we encourage students to make a conscious effort to reduce their rubbish waste by using little or no wrappings in their lunch boxes. Airtight containers and lunch boxes with compartments provide the ability for food to be left 'nude' (unwrapped), which also reduces our rubbish around the yard and in bins. So try to get on board ☺.

**Brain Food /Water** – Learning uses a lot of energy. Topping up our bodies with nutritious food and water is important to get the most out of our day. We encourage our students to bring 'brain food' to school for this reason. Brain food could consist of fresh fruit, dried fruit or chopped vegetables that students can nibble on during class time. In most classrooms we do not stop to eat this food. Instead, students graze at specific times directed by their teacher. For this reason we ask that fruit is chopped up into easy to eat portions (rather than whole pieces of fruit) and messy/juicy fruit is avoided. Eg. watermelon, mango,

**Water** – Could you please ensure your child has a water bottle at school every day, filled with water. Students will be encouraged to refill their bottles throughout the day, particularly in warm weather. Water bottles are also taken to most specialist classes.

## **LABELLING ITEMS**

Could you please ensure that all personal items belonging to your child are clearly labelled with their name.

Items include clothing, hats, lunch boxes, water bottles, bags and stationery. It is inevitable that students misplace their items from time to time, but names on items assist in the return to students. It also provides an easier sorting process in our lost property area at the office.

## **HOME READING / HOMEWORK**

Our home reading program will begin at the beginning of Week 3 (Monday 13<sup>th</sup> February) for students in Grade Prep – Six. You can expect your child to come home with a book to read during this week. Each class will have an outline of the reading expectations for your child at their particular grade level which will come home during this week.

Homework in Term One begins Week 4 (Monday 20<sup>th</sup> February) for students in Grade 3 to Grade 6. Like the reading, homework expectations will be explained more fully in the Grade level Information Booklet that arrives home during this week. Student diaries will be used by all students from Grade 3 to Grade 6 to compliment the homework routines and assist in establishing organisation skills. Further explanation of the diaries will be included in your child's information booklet.

## **LINKLETTER**

Our school linkletter is published weekly via our school website. Parents who 'subscribe to newsletter' on our school website will receive a weekly email alerting them to the arrival of our Linkletter. A hard copy can be found in the office area should you not be able to access this information electronically.

## **IMPORTANT DATES TO NOTE**

- **Grade Level Information Booklets** home Friday 17<sup>th</sup> February
- **Open Afternoon** – Tuesday 21<sup>st</sup> February – 3.10pm – 4.30pm - Classrooms open for parents to meet teachers and visit your child's learning space.
- **Prep Family BBQ Afternoon** – Wednesday 1<sup>st</sup> March 5.30pm - an opportunity for our newest members of our GK community to meet each other.
- **Whole School Photo Day** – Thursday 9<sup>th</sup> March
- **LABOUR DAY holiday** – No Students at school on Monday 13<sup>th</sup> March
- **Parent Teacher Interviews** – Wednesday 22<sup>nd</sup> March 3.10pm – 4.30pm or Wednesday 29<sup>th</sup> March 3.20pm-7.00pm

If you should require any immediate information from your child's classroom teacher please do not hesitate to contact them for this.

**Leanne Tingwell**  
**Principal**