Assisi Catholic College Prayer

Lord, make me an instrument of your peace; where there is hatred . . . let me sow love; when there is injury . . . pardon; where there is doubt . . . faith; where there is despair . . . hope; where there is darkness . . . light; and where there is sadness . . . joy.

Grant that I may not so much seek to be consoled as to console; to be understood, as to understand; to be loved as to love; for it is in giving that we receive, it is in pardoning that we are pardoned, and it is in dying that we are born to eternal life.

St. Francis and St. Clare, pray for us that we may be active examples of the peace and justice of Christ. Pray that we may embrace compassion. Pray that we may break down the walls that separate us. Pray that we may be united in bonds of love, and work to accomplish the kingdom of God.

Amen
The Preparatory Year or ‘Prep’ is about preparing children for formal schooling.

Research has identified the following indicators of preparedness for school which we aim to develop:

- Social and emotional competence with a focus on social learning and independence;
- Health and physical well-being, particularly in making healthy choices and gross and fine motor development;
- Language development and communication focusing on oral language and early literacy;
- Early mathematical understandings with an emphasis on early numeracy;
- Active learning processes with a focus on thinking, investigating, imagining and responding; and
- A positive orientation to learning.

Children have opportunities to learn within the Australian Curriculum subject areas through the five contexts for learning, in both outdoor and indoor preparatory environments. The contexts for learning and development are designed to actively engage children, parents, teachers and teacher assistants as partners in learning.

**The Five Contexts for Learning are:**

- **Play**
- **Real-Life Situations**
- **Investigations**
- **Routines and Transitions**
- **Focused Learning and Teaching**

**Play**
Types of play includes make-believe, fantasy, exploratory, directed, extended free-play, physical games with rules, constructive, manipulative and information and communication technologies.

**Real-Life Situations**
Real-life situations include activities such as cooking, gardening, reading and writing texts for real life purposes. Other learning experiences that fall under this category include conducting experiments, making
artworks, talking with our visitors, attending performances and researching in books and guided research on the Internet. This also includes involvement as part of the whole school community in assemblies, liturgies, lunch breaks, school uniform and hours of attendance.

**Investigations**
These are significant learning activities where, under the direction of the teacher, children can make meaningful and relevant explorations aimed at developing a broad range of life-skills such as planning, team-work, organising, comparing, reflecting, determining cause and effect, analysing and explaining, to name a few.

**Routines and Transitions**
Routines and transitions at school may differ from home routines. These are designed to assist the children establish familiarity with classroom and school cultures and practices. These include: lunch times, quiet times, toilet times, tidy-up times, songs and stories, movement from one area to another, beginning and end of day practices.

**Focused Learning**
Focused learning includes planned, spontaneous and explicit learning experiences involving single child, small groups and the whole class. Focused learning is often planned to follow up on informal interactions and emerging interests. Learning is elaborated through modelling, discussion, questioning, researching, making plans, identifying and sharing ideas.
Helping Your Child Prepare For Prep

The two and a half months between Prep Orientation and the beginning of school in January can seem like a lifetime to a child who may be nervous and/or excited about going to school for the first time. During these months, there are some simple things that you can be doing with your child to help him/her to be prepared for their adventure into a school setting.

By encouraging your child to develop independence and resilience, you are giving them a solid foundation for success and happiness at school. The following suggestions will help to familiarise your child with some routines that they will encounter at school, and will also help your child to develop confidence in their abilities and alleviate some anxiety they may have about starting school.

**Recognising Their Own Name**

Provide your child with many opportunities to ‘read’ or recognise their own name in many different contexts. Point out their name on books, papers, clothing and toys.

**It is important that any items your child brings to school are labelled, so involve your child in the process (white-out liquid is recommended to name school hats).**

Ensure that your child is familiar with where their name is on each item. You could turn this into a game! If your child has difficulty recognising their name, you could use pictures in addition to words.

**Tags On School Bags**

When your child puts on their bag for the first time it will seem like a very big bag for a very little person! As all of the children in your child’s class will have the same bag, it is important for your child to be able to recognise and find their own bag easily. Write your child’s name on a visible place on the bag. A key ring or bag tag is very helpful for little eyes to locate a bag amongst 26 identical ones! A carabiner (mountaineer’s hook) is recommended to attach hats to school bags.

Once your child has started school, they will be expected to carry their own bag in order to assist them to develop their independence. Spend time before school begins assisting your child to put items such as their lunch box, drink bottle and iPad into their own bag, and putting it on their back to practise carrying it.
Lunch Box Practise

At school your child will be responsible for managing their food throughout the day. Most children are used to a parent or carer providing them with particular foods at particular meal times. To suddenly be in charge of a lunch box full of food may seem daunting or exciting to little ones, and the temptation to eat it all at once can be very strong! Your child’s teacher will help your child to identify which foods are for each break, however you could ‘practise’ using a lunch box at home in this time before school begins. With your child, choose foods for three breaks during the day – Munch and Crunch (fresh fruit or vegetables), Big Break (sandwiches) and Small Break (snack).

Talk to your child about what foods they might have at each break and allow them to choose from the lunch box during the day just as they will when they are at school. Packaging the foods in zip-lock bags inside the lunch box with a picture or a label might help your child to make appropriate choices for break times. Ensure that your child is able to open his/her own food packages. Once school begins, encourage your child to put left-over food back into their lunch box so that you can see what they have and haven’t eaten.

In the first couple of weeks of school it is quite normal for children to be more interested in playing or talking to friends than in eating. Our breaks are structured so that the children play first and then eat – this usually helps them to be more interested in their food when it’s eating time!

Toilet and Drink Routines

For safety and supervision reasons, it is necessary for students at school to ask permission from a teacher before leaving the classroom to go to the toilet or to get a drink.

Talk to your child about what they will do when they are at school and need to go to the toilet. If their class is having floor time together, it might be appropriate for them to put their hand up to ask to go, or if it is during a play activity, your child may be able to go up to the teacher to ask.

Your child’s teacher will explain the procedures for their class, however it is a good idea to talk about these things with your child so that they know what to expect. You could play games of ‘school’ at home and take turns to put your hand up to ask each other for things!
Drink Bottles

The best refreshment for your child at school is water. Students are encouraged to bring drink bottles to school so that they can remain hydrated during the day. Other drinks may be enjoyed at break times, but **only water** is to be consumed during class or activity time.

While at home, encourage your child to do the same. Spend some time before your child begins school showing your child how to open and close their drink bottle lids and perhaps how to refill their own bottle.

To minimise weight in school bags, it is not necessary to send the water bottle to school filled – it can be filled up at school.

Goodbye Routine

It is very normal for a child to become upset when it is time to say goodbye to Mum or Dad. Even a child who is very excited about going to school may still feel sad when it is time to begin the day and say farewell. For most children, it is the actual farewell that makes them feel sad and so naturally the longer the farewell takes, the longer the child will be upset. Most children who are teary when Mum or Dad says goodbye settle immediately into the activities that their classmates and friends are doing as soon as their parents have gone. It is very difficult to leave a child who is crying and holding on to you tightly, it is also heartbreaking to have to say goodbye and walk away. Take the time before school begins to establish a ‘goodbye’ routine with your child. This might be something fun such as a cuddle, a kiss and a high-five. You could even create a secret family handshake!

Talk to your child about what this goodbye routine is and establish an understanding that once it has been done it is time for them to begin their day and for you to leave to continue with yours. Talk to your child about what you are going to be doing while they are at school so that they know where you will be and that you will be o.k. Remember the power of language - rather than telling your child that you are really going to miss them, tell them that you can’t wait to hear all about their day.

Try to organise some play dates before school begins to enable your child to begin to establish independence and confidence being away from you.
Velcro Shoes

Prep play time often involves sand, and sand often involves mess! Children will remove their shoes at times whilst at school such as to empty large quantities of sand out of them! Your child will need to be able to put their own clothing items on relatively quickly and easy. Velcro fastenings on shoes are not only quick and easy, but also boost children’s confidence as they are able to dress themselves. Tying shoe laces requires many fine motor skills and good hand/eye co-ordination. Most children at Prep age are not ready for this. Keep practising tying shoe laces at home, however Velcro fastenings are the most appropriate choice for school shoes at this age. Please ensure your child has the correct shoes as per the uniform list – **black leather Velcro sport shoes**.

**ENJOY!**

Share your child’s Orientation experience with them. Encourage them to draw pictures about their time in their new classroom and perhaps ring relatives and friends to share the news!

Remember to keep conversations about school positive to help your child keep the excitement that they are feeling today until they are back at school for their first day next year!
When Your Child Begins Prep in 2015

Here you will find an A-Z of information that will be helpful to you as a parent of a student in Prep at Assisi Catholic College. More information about policy, procedure and events is available on the Assisi Catholic College website and Parent Portal.

Accidents / Sudden Illness

For injuries of a minor nature, first aid will be administered at school. If a serious illness or accident occurs, every effort will be made to contact parents.

However, it may be necessary to seek immediate medical service. It is therefore essential that school records are kept accurate. Parents are expected to keep the school informed of emergency contact numbers and all other pertinent medical information.

Attendance

Although Preparatory is not compulsory, it is expected that children will attend regularly. Please advise the Student Reception if your child will be absent for any reason. A letter or email must also be sent to your child’s teacher on their return from the absence.

If you require an Early Departure, please contact the office to arrange this. Please try to avoid Early Departures after 3:15pm as this can be a difficult time due to packing up the class and collecting belongings at the end of a busy day. **If your child has an Early Departure, they will meet you at Student Reception to be signed out.**

Bags

In order to encourage the development of independence, your child will be expected to carry his / her own bag to and from the classroom. It is important for children to develop responsibility for their belongings and the independence to be able to carry their bag and place it in the correct place in the bag rack.

You are asked to support us in helping your child in this area by refraining from carrying school bags for them and to also minimise any heavy ‘extras’ that are put into your child’s bag.
**Birthdays**

On this special occasion you may like to send along cupcakes or water ice-blocks, etc. to share, however please let us know a day in advance. If your child has allergies to any foods that may be shared at school, please ensure that this information is provided to the school and to your child’s teacher. If your child does have allergies that would prevent them from sharing in birthday celebrations at school, you may wish to send in a supply of something that they could have instead on these occasions. **We are a ‘Nut Conscious’ school, so please assist us by avoiding bringing items that contain nuts or nut traces.**

If your child is having a birthday party, we ask you to please distribute invitations outside of school time. If this is not possible, please contact your child’s class teacher to ask about having the invitations discreetly distributed through the Communication Folders.

**Books and Stationery**

The stationery order that will be purchased and delivered to the school through the Bulk Purchase scheme will include items such as crayons, pencils and textas that will be placed into baskets and containers for the students to use whilst working in their groups.

This is the best method of providing access to resources for the students in Prep and teaches them valuable lessons about sharing and co-operation.

**Car Park and Crossing**

Our number one priority in the car park is the safety of our students. For this reason there are strict guidelines for the use of the car park and access to the College to which all parents and visitors must adhere. It is vital that you model these safe practices with your children of all ages whilst on College grounds.

1. When parking your car, you must ensure that you park in the designated parking areas, not in the drive-through or bus zones.
2. When walking your child from the car park you must walk along the median strips between the parking areas, and only cross the road at the designated crossings.
3. Between 8:30 – 9:00 a.m. and 3:30 – 3:55 p.m. there are crossing guards on duty to ensure the safe crossing of students and families. Please ensure that you follow any direction given by the crossing guards either as a pedestrian or as a motorist.

4. Students must only enter or exit cars either when they are parked in the car park, or in the designated drive-through area – not at any point along the footpath.

5. Students must not be collected from any of the streets surrounding the College. If you are collecting your child this must be done by either using the drive-through process, or by parking your car and walking across to collect your child from the pick-up area.

**Clothing**

It is essential that all articles of clothing are clearly labelled with your child’s name – including shoes and socks. This practise will help to ensure that items can be returned to the correct owner when they are temporarily misplaced. This is also important so that children can identify their own belongings and to develop independence in looking after their own things.

**Communication**

It is vital that the home / school relationship is a communicative one. Events in family life can cause concern or excitement for children such as illness, visits of family and friends, accidents or death of relatives, friends and pets, thus affecting their behaviour. We would appreciate the sharing of this information as it may help in understanding any changes in behaviour.

Your child will use a Communication Folder. This folder will be brought to and from school every day. This will be used to transport any notes from the College, or for you to place money for special events during the year.

Your child’s teacher’s email address is available for you to use as a convenient form of communication; it is a vital tool in helping to maintain regular contact. If you need to make an appointment to request a meeting or to inform the class teacher that your child has been unwell, please email them and allow time for a response. The school day is a very busy one and the teachers are not able to send responses immediately, however they will strive to do so in a timely manner.

Paper copies of newsletters are not printed, so it is essential that you read the school newsletter regularly for important information. At times
you will also receive newsletters or emails from the class teacher. The Assisi Catholic College website and Parent Portal also provide extensive information regarding policy, procedures and calendar events. Please ensure that you use these as the first source of information.

**Curriculum Planning**

Teachers of Preparatory use a Negotiated Curriculum approach, following the Australian Curriculum and the Brisbane Catholic Education Religious Education curriculum.

At times this may mean that each Prep class is learning through a different ‘context’, however by the end of the year they will have all covered the same curriculum content. Events and major activities are planned together to ensure that students in all of the Prep classes can share in these experiences together.

**Drink Bottles**

Learning is thirsty work! We encourage students to drink water regularly throughout the day to remain hydrated. Please help your child to remember to bring their drink bottle for water each day. Other drinks are ok to be included in the lunch box for break times, however it is important that there is only water in the drink bottle that your child will drink from throughout the day. It is not necessary to fill the drink bottle before bringing it to school – this can cause excess weight and leaks in the school bag. There are water coolers at school that the students can use to fill their bottles during the day.

**Drive-Through**

For parent convenience, we operate a Drive-Through system for school drop-off and pick-up. This allows parents to drop-off/pick-up students without the need to park and leave the car.

- The Drive-Through area is the lane closest to the footpath, with the collection point being the region in front of the Perugia undercover area.
- It is open 8:30 – 9:00am and from 3:30 – 4:00pm.
- There are teachers supervising students before school from 8:30am. Students who arrive using the Drive-Through in the morning are to go directly to Perugia undercover and sit in their year level area. For Preps, this is the area closest to the mural wall.
• Teachers supervise the Drive-Through in the afternoon. All students who are being collected wait in year level areas in the Perugia undercover area.
• The teachers will use the microphone system to call your child to the car, and a teacher will supervise them entering the car.
• If using the Drive-Through, please print a sign with your child’s name clearly printed on it, and place it on the visor so that it can be seen by the teachers on duty.
• When using the Drive-Through, please ensure that you keep moving forward to the next available spot in order to maintain the flow of cars.
• Children are not permitted to enter cars until the car has gone over the crossing and has stopped in front of the Perugia undercover area.
• Drivers are asked to remain in the vehicle at all times.
• If your child is unable to do up their own seat belt, we ask that you do not use the Drive-Through, as having parents/carers leave the driver’s seat to do up seatbelts slows down the process for others and we want all children to be safely buckled in without rushing.
• If there are children remaining in the area at 4:00, they will be signed into OSHCare if they have been registered with OSHCare (at cost to parents).
• Students who are not registered with OSHCare will be taken to Student Reception and parents will be phoned.
• If you know that you are going to be later than 4:00, please make arrangements and contact the school to avoid confusion and possible upset for your child.

**Handwriting**

Correct letter formation is an essential skill to be taught when children are learning how to write. Incorrect letter formation and pencil grip can lead to difficulties with writing and hand discomfort in later years. On the next page is an example of the Queensland Script that your child will be taught at school. By following this letter formation when doing writing activities at home, you will help your child to consolidate the learning that is occurring at school and help them to correctly establish an essential life skill. A larger copy of this can be obtained from your child’s teacher.
Queensland Script

- The letters are sloped.
- Apart from little ‘e’ all letters start at the TOP! Top to bottom, left to right
- **Only** the first letter of a proper noun or first word in a sentence is a capital. Please discourage your child from writing all in capitals – the letters can be easier to write, however it can be a difficult habit to change if not addressed early.
Hats

To maintain Sun Safety practices, children must wear their school hat at all times when outside. Please assist your child to remember to bring their hat every day; if they do not have it they will not be able to play outside.

To minimise loss of hats, we recommend the use of a carabiner to attach the hats to school bags when not in use. Please ensure that the hat is clearly labelled with your child’s name; the best method for writing names inside the school hat is to write with white-out liquid – this is easy to read and is long-lasting.

Head Lice

Catching head lice is unfortunately one of the pesky realities of childhood, particularly growing up in Queensland. Please check your child’s hair regularly and treat if you find anything. If you do find head lice, please let your child’s teacher know so that other parents can be informed to also check and treat their children’s hair. This will of course be done discreetly and confidentially.

Illness and Sick Children

In accordance with Health Department regulations, children with infectious diseases must NOT come to Preparatory for certain specified times (An Infectious Diseases list is available in the College Office).

In cases of minor ailments, parents may use their own judgement about attendance. Children who become sick at school during the day will be allowed to rest quietly while parents are notified by telephone.

iPads

Your child will be learning through many different contexts during their time at school; the iPad will be used as a teaching, learning and sharing device in some of those contexts. The iPads will be used in the classroom to enhance learning and to be able to share learning with you at home!

In order to teach the students safe practices with the iPads – in their use and transportation - we ask that the iPads are sent to school at the start of Week Four (Monday, 16 February).
This will provide time for the students to be familiar with the routines of school, and will allow for ‘practise’ of what they will do to transport their iPad safely to/from school and home.

The students will be taught the basics of using the iPad – power on/off, swiping through screens, opening apps, handling and safety etc. before launching into use. As with everything that a child learns, the rate of learning is different for every child and we strive to support them from where they are.

Please refer to the separate information provided about iPad and app specifications.

**Library**

We are very fortunate to have access to a wonderful library here at Assisi Catholic College, and our students visit the library (Chiara) to borrow books every week.

Please help your child to remember to bring their library bag on their designated borrowing day each week so that they can borrow a book, as unfortunately borrowing can’t occur without the correct bag to keep the book safe.

**Lunch Boxes**

Lunchtime is a big event at school! To encourage safe and healthy habits, we ensure that all children sit to eat their food; this provides a nice environment to be able to enjoy their food and the company of their classmates.

Little fingers are still learning how to open packets and wrapping; please ensure that you do not send tins or anything else that might be dangerous or difficult to open.

As we do not have heating or refrigeration available for lunches, please ensure that your child’s food does not require heating, and also that the lunch is packed with adequate ice packs to keep it cool and fresh.

Encouraging children to eat a wide variety of foods is very good for them, however please don’t send food that your child has not yet tried at home as it can sometimes be upsetting for them if they have something in the lunch box that they do not like or are just unsure about. Please minimise ‘treat’ foods, instead focusing on nutritious choices that will sustain your child through a very busy day!
**Medication**

The following is a summary of the procedures for administering medication to children as outlined in detail by Brisbane Catholic Education.

1. The medical practitioner who has treated your child must provide written authorisation and information for administering the medication prescribed.
2. The parent or legal guardian must request in writing for school staff to administer prescription medications.
3. The medication must be in a container labelled by a pharmacist showing the name of the drug, the ‘use by’ date, the name of the child’s medical practitioner and the child, the dosage and the frequency of administration.
4. In the case where it is necessary for the child to keep medication in their possession (e.g. asthma puffers) the parent or guardian must include this instruction in their advice. All other medication is stored in the College sickbay.
5. Oral medication such as analgesics and over-the-counter medication that have not been authorised by the child’s medical practitioner will not be administered by teachers or other persons on the school staff.
6. Teachers or other volunteers will not give intravenous injections.

In order to ensure that all correct documentation is used, we ask that you use the “Administration of Medication” form that is available at the office.

**Meetings**

If you have concerns or queries, or just want to catch up with your child’s class teacher, you are very welcome to arrange a time to meet with them.

Before and after school are very busy times for teachers when they are moving children from classes and preparing or packing up from lessons, and it can be difficult for them to give a quick ‘on-the-spot’ meeting without preparation. Please avoid using this time to ask questions or to try to make appointments, and instead either write a note or an email to contact the class teacher to make a mutually convenient time so that the teacher can be fully prepared for you and can give you their full attention.

During the year you will also have opportunities for formal Parent/Teacher interviews to discuss your child’s progress and an information night for all parents of each class at the start of Term One.
Munch and Crunch

Every day we have a food break that is called Munch and Crunch. This break is to encourage healthy and fresh food choices, so the foods that students are encouraged to bring for Munch and Crunch are fresh fruits or vegetables. Any other foods such as yoghurts, fruit bars etc. are to be left for Big Break or Small Break.

Thank you for helping us to ensure that the children have at least one serve of fresh fruit or vegetables while at school.

Oral Talks

Oral Talks can be an effective way of developing oral language and public speaking skills. Your child will be allocated a set day for their Oral Talk. The more familiar a child is with what they have brought in to show, the more comfortable they will feel and the more they will be able to speak about it. Guidelines and suggestions for Oral Talks will be available from your child’s teacher closer to the time.

Parent Helpers

Parents are vital assets to any class and parent helpers can contribute so much to the life of the classroom. If you are interested in assisting in your child’s class, or anywhere in the school, it is a prerequisite that you complete the Parent Volunteer Training course that is provided several times throughout the year by the College; please ensure to look in the school newsletter for advertised dates of training courses during the year.

Class teachers will devise a roster for sessions in which parent helpers would be of most benefit to the class and you will be invited to add your name to the roster if you wish.

Pick Up and Drop Off

The routine for Prep students in 2015 is as follows:

- **Before School**
  - You may leave your Prep child in Perugia under the care of the teachers on duty from 8:30am. The Prep area is the space closest to the wall mural. Please note that although there is supervision from 8:30 onwards, half an hour is a very long time to wait for a little one who might be nervous about school – consider bringing your child closer to 8:50 so that their day is that little bit shorter!
- The time before school is used as conversation time for the students and provides an opportunity for them to chat with their friends and begin to settle in preparedness to start their school day.
- Your child’s class will be escorted up to the classroom at 8:55am. Any Prep students who attend OSHCare in the mornings will be taken to Perugia by an OSHCare staff member close to 8:50 a.m, so that they can join their class.
- For the first five weeks of Term One, you will be able to walk with your child to the classroom from Perugia when the class moves up at 8:55. You will be able to see the room and then head off to start your day (and so the class can start the day) by 9:05.
- On Thursdays in Weeks 2, 4, 6 & 8 in Term One, you will be able to go to the classroom from 8:40am and do a puzzle/activity with your child until 9:00. This will enable you to see what your child has been doing and explore the classroom with them. There will also be other Open Morning opportunities across the school throughout the year, and of course you can make an appointment with the class teacher to visit at other times.

**After School**
- All Prep teachers will bring their classes down to Perugia and will ensure students are sitting safely in their allocated area, ready for collection at 3:30pm.
- Any Prep student who is attending OSHCare in the afternoon will be collected from Perugia by OSHCare staff.
- Students are supervised in Perugia until 4:00pm.
- Any students who are not collected by 4:00pm will be signed in to OSHCare if they are registered.

### Readers

When your child is ready, he/she will begin bringing home Take-Home Readers. These are to be returned on Monday, Wednesday and Friday each week so that your child can receive a new book to read at home. Your child will have a Reading Log for you to sign to show that the book has been read and that they are ready for a new book.

### Recyclables

In Prep we use a large quantity of recyclables for creative construction. At times in the year we will ask for donations of these items to be brought to school to top-up our supplies. It would be greatly appreciated if you could keep and store some of these items at home and send them in to school when requested. Please note that due to hygiene regulations we are unable to use empty toilet rolls.
**Responsible Behaviour**

At Assisi Catholic College we aim to foster positive behaviour and encourage responsibility and restorative justice.

Students are taught and supported to be responsible for their choices. They are positively acknowledged for demonstrating the Assisi Habits and Values of: Being Responsible, Being Respectful, Being Your Own Person, Being Persistent and Being Prepared.

When a student demonstrates a behaviour that has been explained as being unacceptable, the child will be asked to sit on the ‘Time Out’ mat or the ‘Red Thinking Chair’. If it is a serious or repeated issue, the child will complete a Reflective Behaviour Sheet upon which he or she will draw and explain the incident and their actions. This Reflective Behaviour Sheet will be sent home for parents to sign and return the following school day.

If a pattern of poor behaviour choices emerges, the parents will be asked to attend a meeting with the class teacher to plan for the child’s success in this area. Parent input is highly valued in situations where the child requires assistance to make consistently good choices.

**Rest Time**

Starting school can be very tiring – so much fun and learning can make for very sleepy little ones! Please send a small, comfy cushion for your child to use for use in rest time during Term One. Students are not expected to sleep, however a quiet rest time helps to recharge batteries for the afternoon session.

**School Bags**

As mentioned previously, please ensure your child has a tag on their bag that makes their school bag easily identifiable amongst the 26 bags on the bag rack. We encourage our Prep students to be independent and responsible as appropriate, so we encourage them to be responsible for the packing and unpacking of their school bags.

Please help them to do this at home so that they are confident in looking after their own belongings. By allowing them (with supervision) to pack their own school bags, they are being supported to develop positive organisational habits.
School Uniform

Please refer to the Assisi Catholic College uniform policy regarding the uniform requirements for our students. If your child is unable to wear a particular item on a school day, please notify your child’s class teacher. If your child is out of uniform and your child’s class teacher has not received information as to why, a uniform notification card will be sent home for you to read, sign and return.

The Prep uniform is what the other Years 1-6 use as a Sport uniform – there is no additional Sport uniform for the Prep students.

Items of clothing and accessories can go missing easily, so we recommend that you regularly check the name labels on your child’s items to ensure that they are easy to read and that your child has not accidentally collected someone else’s belongings. Lost property is held at Student Reception, so please call in and have a look if your child has lost something.

Separation

If there is difficulty in separating from your child in the morning, please discuss this with your child’s class teacher for strategies to ease the process.

As mentioned in the ‘Helping your child prepare for Prep’ section, it is unusual for a child to continue being upset once a parent has gone – it is the farewell that causes the distress, so generally the longer the farewell, the longer the upset lasts. Your child’s class teacher or the class teacher aide can assist with the farewell to make it as easy for you both.

siblings

Being in a P – 12 school we are blessed in so many ways. Having children of varying ages from the one family attend the one school is one of those many blessings. The siblings are able to see each other at special school events and assemblies, as well as traveling to and from school together.

We do ask that older siblings do not visit their Prep siblings during the day as this is important time for the younger students to experience their own social world in the school environment and it minimises disruptions to their day and learning. Of course, saying hello as they walk past Greccio is very welcome!
**Spare Clothing**

It can be very handy to have some spare clothing items in your child’s bag in case it is needed at times such as after water play or after an accident. If you have packed any spare clothing items, please ensure they are clearly labelled. We endeavour to ensure that appropriate cover is used for particularly messy activities, however sometimes accidents do happen! At the very least, it is always a good idea to have a spare pair of underwear in the bag!

**Specialist Lessons**

In Prep, the students have lessons with a specialist teacher for the following subject areas:

- Physical Education
- The Arts
- Italian

Information about the timetable for these lessons will be available at the start of the year.

**Swimming**

The Preps participate in Swimming Lessons in Term Four. There is usually a lesson a week over six weeks. Information about the swimming program will be available closer to the time.

**Toys at School**

At times your child will be encouraged to bring items from home to assist them in sharing news with their class. At these times, the items from home are to be clearly labelled and will remain in a secure place in the classroom until it is time for their Oral Talk.

Any toys or other personal items should **not** be brought to school as they can be easily lost or damaged. There are many resources available for the students to use both in class and at break times, so it is not necessary for children to bring in their own items from home.
**Tuckshop**

The Piazza Tuckshop is available for lunch orders five days a week. The menu is available on the school website, and orders are made online via Flexischools (there is a link on the school website). If you are ordering food for your child for both Big Break and Small Break, please ensure your child still has some fruit or vegetables for Munch and Crunch. The times for breaks are as follows:

- Munch and Crunch: 10:00am (Prep only at this time)
- Big Break Play: 10:30am
- Big Break Eating: 11:05am
- Small Break: 1:55pm

**Wet Weather**

Raincoats are the best protection from wet weather conditions for students in Prep, both in terms of remaining as dry as possible, and for safety purposes. Please do not send an umbrella to school with your child as they are unsafe for students of Prep age. There are raincoats available at the Uniform Shop that have been designed to be worn and to fit over the school bag to help keep bags and bodies dry.

**What your child needs for Prep**

1. Food for each day -
   - Munch and Crunch: a **small** piece of fruit or cut-up vegetables in a small container
   - Big Break: a healthy sandwich
   - Small Break: a small serving of two food choices e.g. health bar and biscuits, or a favourite snack and a muffin
   - A labelled drink bottle for water
2. Lace-up shoes are impractical at this age. **Velcro** leather school sports shoes are much easier for Prep children to manage.
3. A **small cushion** labelled with name and a removable cushion cover for ‘Cushion Time’. The cushion cover needs to be easily recognised so your child can find his/her own. These will be sent home regularly for washing.
4. A raincoat for wet weather. There are raincoats available for purchase from the uniform shop that have been designed to be worn over the school bag to help keep belongings dry. Please do not send your child to school with an umbrella.
5. Spare underpants, shorts and socks in the bottom of your child’s bag for emergencies.
6. A distinguishable key-ring/toy attached to the zipper of your child’s school bag for ease of recognition. Please write your child’s name clearly on the inside of the bag flap.
7. All items including your child’s bag, drink bottle, lunch box and all clothing (including shoes) must be clearly labelled with your child’s name.
8. iPad and safety cover – please refer to the separate information on the specifications for the iPad, cover and apps.
Your Prep Teacher Contacts

We are very much looking forward to sharing the exciting year ahead with you and your child. If you have any queries prior to school commencing or throughout the year, please feel free to contact us, as we are more than happy to help.

Further contact details are available on the Assisi Catholic College website.

Ms. Lee-Ann Bell  
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Mrs. Suzanne Black  
PS Class Teacher  
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Mrs. Deanne Grant  
PD Class Teacher  
dgrant@assisi.qld.edu.au
Parents and Teachers

I dreamed I stood in a studio
And watched two sculptors there.
The clay they used was a young child’s mind
And they fashioned it with care.

One was a teacher, the tools she used
Were books and music and art.
One was a parent with a guiding hand
And a gentle loving heart.

Day after day the teacher toiled,
With a touch that was deft and sure.
While the parent laboured by her side
And polished and smoothed it over.

And when at last, time had passed,
They were proud of what they had wrought.
For the things that they had moulded into the child
Could neither be sold nor bought.

And they each agreed that they would have failed, if they had worked alone.
For behind the parent stood the school,
And behind the teacher, the home.