It is hoped that your association with Farnborough Prep will be a happy and beneficial one. This booklet will provide you with information that will help smooth your child’s transition from home and/or other centres to school.

**STAFF**

Principal: Mrs Helen Heery  
Teacher: Mrs Vianne Sherriff  
Mrs Pauline Kussrow  
Teacher’s Aide: Ms Cheryl Cochrane  
Mrs Vanessa Paviour

To a child, a Prep classroom is a world full of exciting new adventures. They will find friendly, new companions with whom they will share their days. They will find teachers who respect them as individuals, will support them both educationally, socially and emotionally and in whom they can place their trust. In the classroom we aim to create a relaxed environment in which children are encouraged to reach their full potential based on their developmental readiness and interests.

We offer a creative educational program designed to enhance your child’s social, physical and intellectual development. To achieve this, the educational program will include creative art, dramatic play, music and movement, language and mathematical understandings and physical activities. The Prep philosophy is one based upon ‘learning through play.’ It is also one where the children learn through their contact with teachers, parents, other children and community members. Generally, there will be periods of free play time indoors and outdoors, whole class group time and small group activities. Focused learning episodes will be included in the program more frequently as the year progresses. Excursions and in-school visits will be held throughout the year.

**PREP HOURS AND ATTENDANCE**  
**Every day counts!**

Prep children attend 5 days a week. The hours are the same as for the rest of the school, i.e. 8:55am to 2:55pm. As we are preparing for the day, we are unable to supervise children before 8.30am. The Prep classroom will be open from 8.30am and parents/caregivers are welcome to settle their children in with a quiet activity such as puzzles, drawing or a story.

*Please notify the Prep staff or the school office if you are going away on holidays or your child is ill.*
DROP OFF AND COLLECTION OF CHILDREN
We ask you to be **punctual** when dropping off and collecting your child at Prep. In the morning this assists in helping to **minimize disruption to learning for others and to avoid missing learning opportunities for your child**. After school, children can become very anxious and perhaps reluctant to return if they suspect they have been forgotten.

We ask that Prep children are delivered to and collected from their classroom by an **adult** or **older sibling**. We will not release your child to anyone who is not known to us. Your child’s safety is our priority. If at any time you arrange for any other adult to collect your child, please let us know.

We highly value the relationships built with parents and carers. Having the opportunity before and after school to chat and share information regarding your child is of great importance to us. At times it will be necessary to make an appointment to speak with the teacher due to prior commitments or meetings. **Please keep in mind once the bell rings in the morning, the teacher’s attention must go to the children.**

WHAT TO WEAR
Prep children wear the **Farnborough State School uniform** which is available from the Uniform Shop. **Please name every item of clothing.**

Please ensure you send your child to PREP in shoes **they are able to do by themselves**.

*Velcro or shoes with a buckle are most suitable. **Please name shoes and socks.**

SNACKS AND LUNCH
One of our aims at Prep is to promote **healthy eating habits**. We ask you to help us by sending along nutritious food for your child such as fresh fruit, cheese, sandwiches, dried fruits, rice cakes, salad etc. Assist us in encouraging independence by sending along food that children can manage themselves. **Please do not send tins of food.**

**Fruit Break**
At around 10:00am each morning the children will have a **FRUIT BREAK**. Please encourage your child to place their **own fruit** in the container so they know which fruit belongs to them. We also encourage parents to write your child’s name on the fruit if possible. Muesli bars, fruit sticks, and anything in a packet are **not** considered to be fruit. Please do not send in anything for Fruit Break that requires a spoon as it is just a short time to have a **quick snack**.

**Some ideas for Fruit Break items.**

<table>
<thead>
<tr>
<th>Banana</th>
<th>apple - cut into pieces if you wish</th>
<th>Mandarin</th>
</tr>
</thead>
<tbody>
<tr>
<td>sultanas</td>
<td>pear</td>
<td>carrot sticks</td>
</tr>
<tr>
<td>cucumber sticks</td>
<td>strawberries</td>
<td>pineapple</td>
</tr>
<tr>
<td></td>
<td>orange - cut into pieces</td>
<td></td>
</tr>
</tbody>
</table>

**BIRTHDAY CAKES**
No birthday cakes at School as they don’t fit under our Healthy Choices Policy. Fruit platters or Fruit Juice ice-blocks are acceptable.
**TUCKSHOP**
Prep children will be able to order from tuckshop via a bag system. In the near future you will receive information about this with a menu and a commencement date. **Helpers are always required so please let us know if you can help.**

**SPECIALIST LESSONS**
Prep children will attend Performing Arts and Physical Education lessons throughout the year.

**PARENT PARTICIPATION**
Parent involvement in the Prep program is essential. Parents have an important part to play in the Prep program and your input is appreciated. Simply write your name on the Prep Roster when you wish to stay. Spending time at Prep will enable you to understand more fully what your child is learning and to share in the enjoyment of Prep. We do ask that you wait until after the first 6 weeks of Term 1 before ‘booking in’ to stay. This allows time for the children to settle into the school routine and build confidence in their class.

**HEALTH POLICY**
If your child is unwell, please keep him/her home and inform us of his/her absence due to illness. If the illness is contagious e.g. measles, head lice, chicken pox, conjunctivitis please let us know so we can advise other parents whose children may also be feeling unwell. Should your child become unwell during class, you will be notified so that you can make arrangements to collect him/her. At times it is necessary for children under doctor’s instruction to take medication during school hours. We are aware of this need and are willing to assist you in this situation. However, for the safety of the child, it is of the utmost importance that a medication form is completed. Please ask a staff member to assist you. It is necessary for all medicines to be handed to staff in the container, which has the doctor's name and the instructions clearly labelled on the container either by the doctor or pharmacist.

*Please note that we can not administer non-prescription medication e.g. Panadol, cough mixtures etc, without the prescription label on the bottle/packet.*

**TREASURES FROM HOME**
While we do not wish to dampen your child's enthusiasm, we would appreciate if toys or treasures brought from home were limited to those received on special occasions e.g. birthdays. **Bringing toys to school often leads to loss or damage.**

**REST TIME**
Children lead very busy lives these days and Prep will be just one busy part of their week. To cater for the needs of young children, our Prep program will provide a rest time each day. As the children become accustomed to Prep’s 5 day program, rest time will be phased out and substituted with educational activities in preparation for Year 1.
PREP CURRICULUM

Prep provides the foundation for your child’s success at school by developing:

- the knowledge, understanding and skills detailed in the Foundation Year of the Australian Curriculum
- a positive approach to learning
- independence and confidence
- creativity and problem-solving skills
- physical abilities, including gross and fine motor skills.

In Prep, your child will have opportunities to learn in many different ways. This includes active learning such as play-based and enquiry-based approaches. They make decisions, solve problems, develop thinking skills, collaborate, communicate and develop a positive sense of self.

Children learn about:

- English- speaking, listening, reading and writing
- Mathematics and problem solving
- Science- exploring interesting and important questions about the biological, physical and technological world
- History- beginning to examine and enquire about the past to develop curiosity and imagination.
- Geography- exploring the world they live in.
- Health & PE- developing their physical skills & making sensible choice about their health & safety
- The Arts- experimenting with materials in a variety of creative, imaginative and innovative ways & music and movement.

Prep children also learn about:

- negotiating rights, roles and responsibilities and developing social skills for working and playing with others
- diverse social and cultural practices of people in their community
- technology in everyday life
- learn about their environment.
Some of the things you might see your child doing are:
* making choices
* talking with their teacher about the things they might do, and carrying out their plans
* designing and making things
* singing, dancing and painting
* planning and sharing in make-believe play
* listening to and discussing stories
* playing games inside and outside
* climbing, balancing and jumping
* using computers to draw pictures, make signs, play games and find out about the world
* taking part in everyday experiences like gardening, cooking and tidying up
* experimenting with writing in their play
* beginning to use language such as 'word', 'letter', 'sound'
* making patterns with puzzles and collages
* experimenting with measurement in their play
* solving problems in a variety of real-life and play situations.

You can support your child’s development by:
* reading and discussing stories and books with your child.
* Counting with your child.
* asking open-ended questions to encourage children's thinking
* responding to children's questions and requests.
* encouraging children's friendships and cooperative efforts.
* encouraging children to have respect for themselves, other people and property.
* providing positive responses as children meet physical challenges.
* discussing the uniqueness of their family and community.
* encouraging care of the environment
* involving children in family activities that incorporate mathematics such as cooking, setting the table, matching socks etc.
* reading and talking about a range of everyday items such as signs, notices, clothing, catalogues, magazines, TV guides and food packaging as well as storybooks, factual books and rhymes.
* discussing things such as special events, stories and things in the environment.
* providing paper, pencils and crayons for children to draw and write.
* supporting homework activities sent home throughout the year.

We look forward to seeing you in 2017!
Beginner's Alphabet handwriting chart
During the Preparatory year, children develop their ability to control a pencil and other writing/drawing tools. Watch how your child holds the pencil so you can prompt them to move to the next developmental stage when they are ready.

Your child may be able to attempt a more mature grip for a short time, but will often go back to using a less mature grip if their strength and control are not fully developed.

It will not help your child to force them to hold a pencil correctly. Their pencil grip will develop over time with encouragement and as they build strength and control.

**Initial grip** – Pencil is held tightly in a fist-like grip. Fingers grip around the pencil with the thumb wrapped or resting on top of fingers. The pencil is often straight up and down.

**Early grip** – One or more fingers and the thumb are wrapped around the pencil or the pencil is held by all finger pads/joints and the thumb joint/pad (not tip). Hand moves stiffly.

**Transitional grip** – The pencil is held between the thumb tip and two or three fingertips/pads. The pencil rests on the ‘webbing’ between the thumb and index finger. The whole hand moves in a stiff action.

**Correct grip** – The pencil is held between the thumb tip and index finger. The pencil rests near the joint of the middle finger. Fingers, hand and wrist move freely.

To help your child develop pencil control:
- provide thick pencils/crayons/pens, then gradually reduce the thickness of the tools; e.g. medium thickness and finally standard pencil thickness
- allow your child to build their hand strength; E.g. gripping and swinging on monkey bars/ropes, digging with a sandpit shovel, squeezing water from shampoo/detergent bottles and using trigger-spray containers help your child to develop hand and finger control. Allow them to cut and glue small objects, use construction sets, and manipulate puzzle and game pieces.