



Whitsunday
Anglican School

**PREPARATORY YEAR
HANDBOOK 2022**



FORWARD

Whitsunday Anglican School is an Anglican Independent Co-educational school. We strive to provide the best quality education for our students. We will pursue excellence in all areas of the educative process and enhance the well-established school and community relationship already existing at the School.

This handbook will inform you of the academic, social, physical, spiritual and co-curricular areas which your child will experience throughout the year. Should you wish to gain a fuller understanding of the operation of the School please feel free to contact us.

CORE VALUES LEAD THE SCHOOL'S ANGLICAN ETHOS.

- 1. CHRISTIANITY (through Social Responsibility)** - characterised by faith in God, forgiveness, reconciliation, developing a sense of mission/purpose through service to, and compassion and care for others;
- 2. TOLERANCE (through Respect)** - characterised by openness to a broad range of ideas and concepts, accommodation of multi cultures and faiths, and inclusivity of a wide range of backgrounds;
- 3. EXCELLENCE (through Effort)** - characterised by the pursuit of optimum outcomes for students in their intellectual, social and artistic endeavours and underlined by our explicit strategies to assist students develop the habits of self-belief, persistence and resilience;
- 4. DIGNITY (through Tradition)** - characterised by our expectations for a conservative approach to worship, dress, appearance, manners, language, social discourse, rituals and symbols;
- 5. TRUST (through Co-operation)** - characterised by consideration of the needs of the group before the needs of the individual, expressed through collaboration, teamwork, honesty and consistency.



The Whitsunday Anglican School's Preparatory Year is a curriculum-based, structured learning program with play elements designed to assist our students through to the School's Junior School.

The program concentrates on literacy and numeracy, Sciences and Humanities, with students gaining exposure to visiting specialists in Art, Music, Language Other Than English (Chinese/French) and Health & Physical Education. Christian Education plays a major role in the Preparatory Year program.

Please feel free to contact the Preparatory Year teachers to discuss your child's journey through the Preparatory Year.

PREPARATORY STAFF:

Preparatory Year B –

Miss Ebony Bills, Mrs Melanie Wendler

Preparatory Year C –

Mrs Sue Chandler, Mrs Jeannie Lockyer

Preparatory Year K –

Ms Shanelle Kinsey, Mrs Sue Bartholomew

CONTACT US:

- › **Preparatory Year Classrooms** – 4969 2031
- › **Junior School Office** – 4969 2038
- › **School Administration Office** – 4969 2000 or email admin@was.qld.edu.au
- › **Absence** – call Junior School Secretary (4969 2038) or email attendance@was.qld.edu.au

PREPARATORY YEAR START & DISMISSAL TIMES:

- › **Day begins at 8.20am** – students are welcome to enter class as soon as the doors are opened at 8.00am – it is strongly recommended that students do not attend School before 8.00am; if so then they may be admitted to Before School Care at a cost to parents.
- › **Dismissal** – 3.00pm

Outside School Hours Care (OSHC) (in Preparatory Precinct):

- › **Mornings:** 7.30am until 8.00am
- › **Afternoons:** 3.00pm until 6.00pm
- › 4969 2052/0418745389/ care@was.qld.edu.au



The Preparatory Year at the Whitsunday Anglican School (WAS) is acknowledged as the first formal year of the Whitsunday Anglican School journey, with Kindergarten as the first step in the journey. As such the Preparatory Year is seen as an integral part of a whole School philosophy, and a cyclical learning and teaching approach.

Parents are the first and foremost prime educators in any child's life. It is for this reason that we believe in open communication between home and school; communication at the Whitsunday Anglican School is seen as a triangle of interdependence encompassing parents-staff-child. The beginning of school can be a little bewildering for all children but even more so for the younger ones with new adults and children to meet, friendships to establish, new rules and expectations to understand, new places to see, new challenges to have-a-go at.

At the Whitsunday Anglican School we support the traditional 3 'R's of 'riting, reading, 'rithmetic with a 4th 'R' of RELATIONSHIPS.

It is important for parents, friends and staff to express and support positive attitudes. Take time to talk to your child about the new school situation, listen to problems with an open mind, and help your child discover ways to overcome personal problems themselves.





We have a Pastoral Framework of 5 Foundations – cooperation, organisation, persistence, confidence, resilience – that we believe will enhance the social & emotional wellbeing of the students.

In the Preparatory Year the students will experience a wide variety of activities. In support of them we believe students learn best when School is a place of active and stimulating learning and the students:

- › feel important
- › care about themselves and others
- › feel safe
- › feel confident
- › are successful but are able to understand less successful moments
- › feel challenged
- › have an opportunity to practice their learning.

The Preparatory Year Curriculum is supportive of The Early Years Curriculum and the Australian Curriculum with a focus on early literacy and numeracy, and socialisation (social emotional learning).

The five Early Learning Areas of:

- › Social and Personal learning
- › Health and Physical learning
- › Language Learning and Communication
- › Early Mathematical Understanding
- › Active Learning process underpin the contexts for learning in the Preparatory Year.

The **Early Years Curriculum** is integrated with the academic expectations of the Australian Curriculum.

Preparatory Year Curriculum & whole School integration:

- › Christian Education
- › English
- › Mathematics
- › History
- › Geography
- › Science
- › Social Emotional Learning
- › Technology including computers
- › Specialist programs
 - › Art
 - › Health & Physical Education
 - › Music
 - › Language Other Than English (Chinese/ French)
- › Chapel Services – Junior School & whole School
- › Assembly – Junior School & whole School
- › House activities – athletics, cross country, swimming, ball games, House Spirit Day
- › Outdoor Education Week
- › Service Learning Days
- › Voices Literary Festival
- › Global Learning Day
- › Grandparents Morning

ABSENCES:

As per School requirements, absences can be informed via email attendance@was.qld.edu.au, the School App, or by calling the Junior School Office on 4969 2038. If arriving late, then please ensure you have notified the Junior School Secretary.

BETTER BUDDIES:

Year Five students will provide service to our Preparatory students through participation with the Alannah and Madeline Foundation's Better Buddies program. This program enables the leaders to implement a range of social and support skills; conflict resolution, care, valuing differences, respect and responsibility. This program also assists our younger students to establish a strong caring connection with an older buddy and is a relationship which can carry through into Year One.

BIRTHDAYS:

Students enjoy celebrating their birthday with their friends, so we are happy for you to send along little cakes or similar on your child's special day. If your child cannot eat cakes due to dietary requirements, please feel free to send along an alternative which we can keep in the freezer, so they can still participate in the celebration. Please be sensitive of the student's ages in the Preparatory Year and do not hand out birthday invitations in the classroom; hand them to a staff member.

'BRAIN-FOOD' BREAK:

- › 'Brain-Food' break to help students to 'fuel-up'
- › Fruit and vegetables are recommended as a healthy choice
- › Each student to bring a small container with a healthy snack.

CHANGES TO YOUR CHILD'S INFORMATION:

If there is a change to your child's enrolment information, you may update this yourself via Parent Lounge. Please note that staff are unable to change personal details.

On occasions we may need to contact parents during the School day should a student fall ill or is injured. Please ensure that all contact numbers are current via Parent Lounge.

CO-CURRICULAR ACTIVITIES:

The Preparatory Year students, and parents, are invited to become involved in the myriad of co-curricular activities on offer. The activities will be made available at the beginning of the school year.

COMMUNICATION:

It is Junior School practice to attempt to send out all notes and letters School Box. There is a plethora of information and communication that is 'Prep' specific and Junior School general that comes home throughout the year. We attempt to ensure that parents are pre-informed through the School calendar, the Junior School Fridge Facts, School Box, the School newsletter, the School App, specific letters and diary notes, the Preparatory Year Weekly Information Student Diary note.

DAILY ROUTINE:

8:00am	Classroom Doors Open
8.20am	First Bell
8.25am	Lessons Begin
9.30am	'Brain-Food' Break
10.45am	First Break
11.25am	Lessons Resume
1.25pm	Second Break
1.55pm	Lessons Resume
3.00pm	School Day Ends



DISMISSAL:

At dismissal, Junior School students generally make their way to co-curricular activities, After School Care or to their parent's vehicle. Those students who are awaiting their parents must sit at the entrance to the Junior School. **Preparatory Year students** may wait for their parents at the classrooms to be collected. Older siblings are permitted to collect their Preparatory sibling although we request that the Preparatory Year teachers are informed in writing of this. In Term 3 and Term 4 parents are welcome to utilize the *Stop, Drop and Go* facility for their Preparatory child after, once again, informing the relevant Preparatory Year teachers. There will be no play permitted on the play gyms following dismissal or whilst awaiting parents.

FRIENDS OF JUNIOR SCHOOL (FOJS):

Parents are invited to assist in a variety of ways in the Preparatory Year (and Junior School) classrooms – Perceptual Motor Program (Physical Education), classroom group rotations, excursions.

Parents are also invited to assist on a 'larger' scale through the FOJS group; one or two parents, through the class teachers, take on a role of 'parent representative' for each class. Their charter is a social one arranging a list of parent contacts, organising a range of social events that include parents across the cohort, and also includes attendance, where possible, at the monthly FOJS meetings. These 'parent reps' may also like to attend the Parent & Friends Association (P&F) meetings to assist disseminate information back to the Preparatory/Junior School parents although all parents are welcome to P&F meetings.

HEALTH PROCEDURES:

It is expected that sores and cuts should be treated and covered before your child comes back to School. This is also the case when children are affected by colds or flu.

Those students with potentially infectious diseases such as measles, mumps, chicken-pox, tonsillitis, conjunctivitis, etc. should remain at home during the most contagious period. Please call the Junior School Secretary or the School Nurse for clarification of the 'exclusion' periods.

All medication must be handed to the Junior School Secretary with accompanying medical notes. Students who have asthma or an allergy must also have an 'Action Plan' from their GP handed into the Junior School Office.



https://www.health.qld.gov.au/_data/assets/pdf_file/0022/426820/timeout_poster.pdf

HOME LEARNING ACTIVITIES (I.E. 'HOMEWORK'):

We aim to keep home learning activities fairly simple, and therefore allow the students to be 'independent' in the completion of these. However, we also recommend that parents spend time with their child on these activities.

- › **Sight word Activity:** Students are to finger trace the letters of the sight word and say what the letters are, then say the word.
- › **Sight word folder:** Students are to learn/recognise the sight words glued into their sight word folder. Students will be tested on these words every Friday or the following Monday.
- › **Home Readers:** We can do all the sight word practice in the world; however, we all learn best when we put practise into context. Thus, a home reader will also be included with homework.

We ask that the homework book be returned by Thursday to allow for preparation of the next week.



Important events throughout the Preparatory Year and at WAS:

- › Friday at 2.00pm
- › Junior School & whole School sporting events
 - › House Cross Country
 - › Junior School House Athletics Carnival
 - › Junior School House Ball Games
 - › Junior School House Swimming Carnival
- › Chapel Service each fortnight
- › Grandparents Morning
- › ANZAC Day march
- › Easter Service & 'Bonnet' Parade
- › Preparatory Year Mother's Day Breakfast
- › Whitsunday Voices Literary Festival
- › Preparatory Year Father's Day Evening BBQ
- › Global Learning Day
- › Outdoor Education Week
- › Splendour in the Arts
- › Christmas Nativity
- › Celebration of Achievement

LOCKERS:

We encourage independence and organisational skills in keeping their own items neat and tidy. A locker is provided to each student to keep their school bag and other personal items.

OUTDOOR EDUCATION WEEK:

During Outdoor Education Week (the final week of Term Three for the whole School) the Preparatory Year students participate in a range of off-campus excursions and school-based activities. There will be occasions, in ensuring we have adequate safety and supervision, that parents may be asked to assist.

PERSONAL PROPERTY:

- › Please name uniform, lunch boxes, drink bottles, library bag, books, satchel, hats, etc.
- › Spare Clothes packed in school bag – underpants, shirt, shorts, socks.

PREPARATORY YEAR UNIFORM:

The Preparatory Year students wear a uniform that is appropriate to their daily schedule and is developmentally appropriate.

- › Whitsunday Anglican School Preparatory Year polo
- › Whitsunday Anglican School shorts with logo
- › White socks or Whitsunday Anglican School white socks
- › Joggers/sandshoes (laces are recommended)
- › Whitsunday Anglican School bucket hat
- › Whitsunday Anglican School jacket or jumper (Winter)
- › Black tracksuit pants or black tights (Winter).

REPORTING:

At the Whitsunday Anglican School, we understand the importance of reporting to parents on the progress of their child; it is a very important aspect of the educative process.

FORMAL REPORTING

- › **Term One** – Contact with parents will be made either through face-to-face interviews, email or telephone by the end of Week 3
- › **Term One** – Formal Parent/Teacher Interviews held at the end of Term One
- › **Term Two** – Full Report card; a comprehensive report is issued at the end of Term Two/ Semester One

- › **Term Three** – Formal Parent/Teacher Interviews held at the beginning of Term Three
- › **Term Four** – Full Report card; a comprehensive report is issued at the end of Term Four/ Semester Two

INFORMAL REPORTING

Parents are invited to arrange a time to meet with their child's teacher as the need arises to discuss the progress of their child; this may also be an option taken up by teachers.

STUDENT DIARY:

Every Preparatory student will have a diary; this is firstly a celebration of their day and secondly a very useful communication tool to support the triangle of interdependence. Teachers will provide weekly diary notes full of information about what is happening in the Preparatory Year. The diary will also be used by staff to write comments to keep parents informed about their

child's progress, and in turn, it is to be used by parents to clarify concerns.

SUN SAFE SCHOOL:

No hat, no outside yard play

Students must always wear their school bucket hat and are recommended to apply sunscreen when involved in outdoor activities. Currently we expect all students on dismissal for the breaks, to wear a hat. Preparatory Year students are asked to wear their red bucket hat to and from their parent's vehicle or when arriving and departing school. Students are encouraged to apply sunscreen at home before arriving at school. Sunscreen is available in each classroom and students are encouraged to apply this at each play break. The wearing of suitable sunglasses is also encouraged.

Outside play:

- › No hat, no 'outside yard' play
- › Sunscreen to be applied
- › Stay hydrated – water bottle.

TERM DATES:

SCHOOL TERM DATES 2022	
Term 1	Monday 24 January – Friday 1 April › Australia Day Public Holiday Wednesday 26 January
Easter Vacation	Monday 4 April – Monday 18 April › Good Friday 15 April/Easter Monday 18 April
Term 2	Tuesday 19 April – Wednesday 15 June › Mackay Show Holiday Thursday 16 June
Mid-year Vacation	Tuesday 19 April – Wednesday 15 June
Term 3	Monday 11 July – Friday 16 September
Spring Vacation	Friday 17 June – Friday 8 July
Term 4	Tuesday 4 October – Friday 25 November

TUCKSHOP (PLAZA LUNCHBOX):

Parents are requested to sign-up to Flexischools (<https://www.flexischools.com.au/>) so that orders for tuckshop. You can also place orders for any day in advance. There are also more choices of meals on Flexischools than over the counter.

VOLUNTEERS:

All volunteers are required to complete the School's Workplace Health & Safety and Child Protection Inductions and are expected to be appropriately vaccinated as per the Queensland Government COVID-19 requirements. Volunteers other than parents must also have a current Blue Card. Information about this may be obtained through the Junior School secretary.

YOU CAN DO IT! EDUCATION (YCDI!):

The YCDI! Program provides the Junior School with an explicitly taught framework around foundations for achievement, and social and emotional well-being. Our core outcome is the development of the potential of all students – academically, intellectually, socially, and emotionally – through instilling in our students the 5 Foundations of: **Confidence, Organisation, Cooperation, Persistence and Resilience**

Central to the development of these Foundations is the explicit instruction in 12 Habits of Mind – social responsibility, playing by the rules, thinking first, being tolerant of others, planning my time, setting goals, working tough, giving effort, I can do it, being independent, taking risks, accepting myself.

The challenge of the YCDI! Education program is:

- › Reducing the percentage of students who display educational under-achievement (discrepancy between their academic capability and their academic achievement)
- › Reducing the percentage of students who exhibit poor relationships and behaviour
- › Reducing the percentage of students who experience emotional problems (e.g. anxiety/stress, depression, loneliness, anger)
- › Increasing the percentage of students who have high levels of social and emotional well-being.





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