

Independent Public School

“WITH KNOWLEDGE WE GROW”

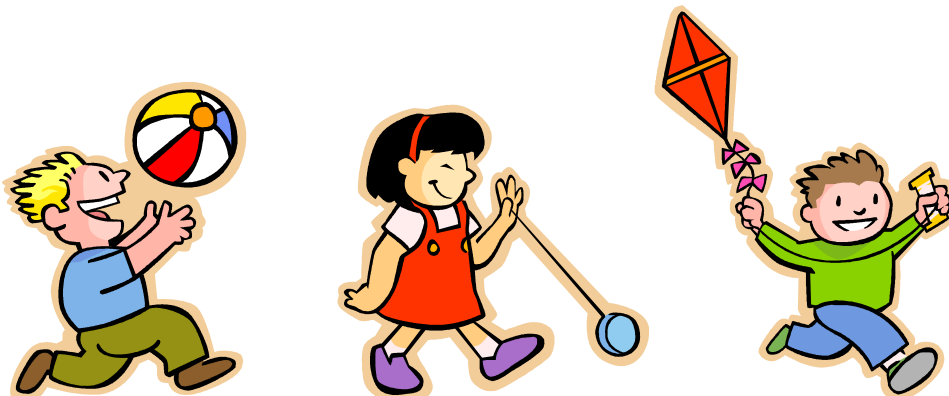
Established 1934

KINDERGARTEN

Information Booklet 2018

Phone 9276 5839

Website <http://morleyps.wa.edu.au>



Welcome to Morley Primary School

MORLEY PRIMARY SCHOOL

Morley Primary School is located at 36 Wellington Road Morley. There are approximately 180 students at our school.

VISION STATEMENT

With knowledge we grow, we achieve and we inspire a love of learning.

SCHOOL PURPOSE STATEMENT

To provide a positive, caring atmosphere in which the students:

- Work towards achieving their academic, creative, social and physical potential.
- Take their place in society as responsible, self-assured individuals.

SCHOOL BELIEFS

Morley Primary School will:

1. Provide a safe and secure working environment in which all stake holders can participate in decision making.
2. Create a positive and effective behaviour management system that enables students to develop independence, adopt the National Values and extend thinking skills.
3. Have the resources and support necessary to ensure teachers are constantly up-skilled in knowledge of curriculum and best practise.
4. Provide connections and challenges to student learning, celebrating all achievements.
5. Maintain an appealing environment both inside and outside the classrooms, constantly encouraging student, staff and community pride in the school.
6. Foster strong links between community and the school.

MORLEY PRIMARY SCHOOL KINDERGARTEN

Welcome to Morley Primary School Kindy. We look forward to working with you and your child and hope that the coming year will be an enjoyable, rewarding and memorable experience. The initial experiences of Kindy are important ones in your child's life as they seek to develop each child to their full potential whilst also laying the foundations for future learning.

The program is a mix of formal and informal learning, with the emphasis on learning through play and discovery. We aim to provide a happy and relaxed learning environment. This is a place where the children take risks and develop their independence. The program will provide new and varied experiences to stimulate language, build confidence, develop problem solving skills and encourage creativity. Children are not forced into any activity but are gently encouraged to "have-a-go".



SETTLING IN

This may be the first time your child has been separated from you and this can sometimes be difficult. You are always welcome to stay for a short time with your child, maybe read a book, do a puzzle or play with the playdough. If your child gets upset when you are ready to leave, please leave him/her with the teacher or assistant. Be cheerful when you say goodbye and leave quickly, even though you might find this hard. Children usually only cry for a few minutes and then settle down and enjoy themselves. Staying only prolongs the upset. If you have any concerns you are more than welcome to ring the centre at any time.

ARRIVAL/DEPARTURE

Please try to be on time when you are bringing and picking up your child. If you are going to be late picking up your child please ring the centre and let us know. Children must be brought to and picked up from Kindy by an adult. If someone other than yourself is picking up your child you must inform us.

'Care For Kids' runs an Out of School Care program for before and after school care at Camboon Primary. The children are brought here by bus before school and collected from here and taken to Camboon in the afternoon. Please contact 'Care for Kids' on 0456 857 463 or camboonoshc@careforkids.net.au for further information.

Another program, 'Morley Out of School Care' runs at Weld Square Primary. Go to Morosh@bigpond.com for more information or call 9275 8887 or 0430 180 409.

KINDY TIMES/DAYS

In 2018 the Kindergarten will have 2 groups. **Group A** (Yellow) attends Monday, Tuesday and every alternate Wednesday 8.45am – 3pm on the odd weeks. **Group B** (Green) attends alternate Wednesdays on the even weeks and every Thursday and Friday 8.45am – 3pm. You will be advised as to which group your child is placed in. Please see the calendar at the back of this booklet. The shaded days indicate which days the children are at school. Doors open at 8.30am for activities.

In addition, for 2018 the Kindergarten may be structured as a Pre Primary/Kindergarten group. This means that there could be Pre Primary children attending full time in this classroom. This occurs when the number of Pre Primary students that have enrolled exceeds the number that can be placed in one class.

VOLUNTARY CONTRIBUTIONS

Voluntary Contributions for Kindergarten children are \$60 per year, payable at the front office. It would be appreciated if consideration to this payment could be given in Term 1.

PUPIL REQUIREMENTS

A Pupil Requirement List appropriate to each year level is issued in Term 4 for delivery prior to the following year. Back to School Personal Item List collection date and time is **Thursday 25 January 2018 3.30pm-4.30pm** in the Music room.

WHAT TO BRING

When your child starts Kindy he/she needs to bring:

- + All the items on the booklist (books do not need to be covered)
- + A hat, which will stay at school.
- + A change of clothes, to be kept in their Kindy bag (bag supplied by P&C)
- + Drink bottle.
- + Beach towel for rest time.
- + Bottle of liquid soap.
- + Box of tissues

FRUIT TIME

Please send a piece of fruit, dried fruit or raw vegetable to share each session. Fruit time encourages good healthy eating habits and is a valuable sharing experience. Please bring in a drink bottle with water only in it and your child's name clearly marked on it.



LUNCH

The children will need to bring a healthy lunch everyday. Water is all they require, please do not send cans or glass bottles of cool drink. Please do not send lollies, chocolates or packets of chips.

WHAT TO WEAR

The children are encouraged to wear the school uniform. Boys wear green shorts and a gold polo shirt and the girls wear a green dress or

skorts and a gold polo shirt. If the children do not wear a school uniform they are encouraged to wear play clothes that are practical and suitable for indoor and outdoor activities. The children will be involved in many messy activities and even though the children wear aprons, sometimes the mess can still get onto their clothes. Please ensure all items of clothing have your child's name clearly marked. Please keep a change of clothes in your child's school bag, including spare underwear.

Outside the children need to be able to climb and play safely. Please try to avoid sending your child to Kindy in clothes that they find difficult to manage when they go to the toilet. Shoes should be simple and comfortable and easy for them to take off and put on. It would be preferable if shoes had velcro ties rather than shoelaces as the children find these difficult to manage. Thongs are not to be worn as they can be quite dangerous both inside and outside. Please tie up long hair to avoid contact as much as possible.

PARENT HELP

Parent help will be required for the first 15 minutes before the school bell to assist with morning activities from week 3.

Parents are most welcome to come to the Kindy and join in with the daily activities. Grandparents, aunties and uncles are also welcome. It is preferable if you do not bring younger siblings but they are welcome if you are not able to make alternative care arrangements. A roster will be placed on the board outside the Kindy, to start in week 5 of Term 1. Sessions are 8.45am – 10.35pm.

COMMUNICATION

You will be kept informed of events and important information regarding the Kindy through notes, our newsletter and the school website. We consider communication between the teachers and the home to be very important. Should anything happen at home to upset your child in any way we would appreciate it if you would let us know. It is very important that all phone numbers and contact details for the children be kept up to date. Please inform us and also the school office if any changes occur.

SCHOOL RULES AND POLICIES

'STAGGERED ENTRY'

Please note the children will only come for ½ day in week 1 and 2, this is 8.45am – 11.30 am. In week 3 normal Kindy times apply.

TERM DATES (FOR PUPILS) 2018

Term 1	Wednesday 31 January - Friday 13 April
Term 2	Monday 30 April - Thursday 28 June
Term 3	Tuesday 17 July - Friday 21 September
Term 4	Tuesday 9 October - Thursday 13 December

PROFESSIONAL DEVELOPMENT DAYS 2018

Please note that the following dates are professional development days for school staff in 2018. This means that children do not attend school on these dates.

Term 1	Monday 29 January & Tuesday 30 January
Term 2	Friday 29 June
Term 3	Monday 16 July
Term 4	Monday 08 October

NUT FREE POLICY

Morley Primary is a Nut Free School Zone. We do have children who are highly allergic to all nuts. Please refer to the policy document for further information. This includes Nutella.



MANNERS

Good manners and politeness are expected at all times and are always encouraged.

DISCIPLINE POLICY (Code of Behaviour)

The Policy was formulated with the assistance of the staff, parents and students. Please ask for a copy from reception if you require one or visit our school website to download a copy.

The **School Rules** are as follows:

BE KIND

BE FAIR

BE SAFE

HOMEWORK

Morley Primary has a Homework Policy that was endorsed by the School Council. The children will be bringing work home on a regular basis and parents are encouraged to assist their child with these activities.



INTERNET AGREEMENT

It is an Education Department requirement that all children accessing the internet have agreed to a set of protocols for its use. This agreement is signed by parents on the enrolment papers. The children are often required to do research on the computers so it is a vital resource at the school.

PHOTOGRAPH PERMISSION

Each parent is asked, upon enrolling their child, if they give permission for their child to be photographed.

The photographs are often used in the student's work, hence sent home for parents to see. Alternatively they are placed into the school's electronic newsletter or the school website. No surnames are used, only first names and an initial. It is a great way to share with family and friends, the work your child is involved in at school.

ORGANISATION

- Office area, staffroom, storerooms and car park are out of bounds unless under teacher supervision.
- A teacher must be present if students are in a classroom.
- No student leaves the school grounds without permission from the Principal.
- Follow teachers' instructions.

PARKING

Provision is made for school staff, tradespeople and departmental officers to park inside school grounds. **No parents are to park inside the school grounds, please.** However, a parking bay is available for people with accessibility requirements who hold a valid Disability parking permit.

Parents may park in Mangini Street and Vera Street, adjacent to the school. Please do not park in the "NO STANDING ZONES" on these streets as children can not cross safely. The children's safety is of paramount importance – **DO NOT DRIVE INTO THE SCHOOL GROUNDS TO DROP OFF CHILDREN.** Parents are welcome to park in the Morley Recreation Centre's car park.

Please walk children into school on the pathways provided, not through the staff car park.

COMMUNICATING WITH PARENTS (Reports, Newsletters, Interviews)

REPORTS

The school issues an Education Department Standardised Report for each child in years P- 6 at the end of Semester 1 and Semester 2. The Kindergarten students also receive a report at this time which is generated by the teachers to reflect that semesters work.

INTERVIEWS WITH TEACHERS

This is encouraged and a time convenient to all may be arranged as teachers have DOTT time (duties other than teaching).

NEWSLETTERS

Newsletters are emailed to each family regularly during the year. Please provide an email address to the staff at the front office. If you do not wish to have the newsletter emailed please notify staff so that you may receive a paper copy. Please note paper copies do not contain all the photographs and attachments that are available with the electronic version.



The newsletter is an important means of communication and parents are encouraged to read it. Other notices will be sent home from time to time or check the school website at <http://morleyps.wa.edu.au> as we update the content regularly.

PARENT ASSEMBLIES

Merit Certificates are presented at the fortnightly Wednesday assemblies for children in years P-6. Parents are invited to attend. It is a great opportunity to see work done around the school.

SCHOOL RECORDS

It is important that the **school is informed of any changes** of address, phone numbers, emergency contacts, occupation or relevant information that affects the updating of records. **This is crucial.**

SICK CHILDREN

We do not have the facilities to care for sick or injured children at school. In the event of children becoming ill during the day, or suffering a serious injury, parents will be notified and asked to make arrangements for their care. In extreme emergencies when parents cannot be contacted, the child may be taken to a doctor or a hospital for treatment. Payment for such treatment will be the parents' responsibility.

MESSAGES

Verbal messages via children between school and home are **not acceptable**. Please communicate with the school either by letter or telephone.

ABSENCES

Communication via a letter, phone call or website notification is required **EXPLAINING ALL ABSENCES**. Medical Certificates may be required to explain prolonged absences.

If pupils have infectious diseases, they must be excluded from school until the infectious period has passed. Common infectious diseases include:

- ◆ Chicken pox,
- ◆ Impetigo (school sores)
- ◆ Measles
- ◆ Mumps
- ◆ Ringworm
- ◆ Whooping cough, and
- ◆ Head Lice (Nits). Please notify the teacher if an infestation is found.
- ◆ Conjunctivitis



Please ensure your child's immunisations are kept up-to-date and inform the school where necessary.

LEAVING SCHOOL GROUNDS DURING BREAKS

Children are not permitted to leave school grounds unattended. If leaving the school for an appointment, the parent/caregiver is required to sign the student out at the front office. In the event that a family member or friend is signing out the child, a permission letter or call from the parent is required, prior to the student being released.

LOST PROPERTY

Each year a huge amount of clothing is lost. Please ensure that **all clothing is marked clearly with your child's name**. Money and valuable items are handed into the School Reception and enquiries should be directed there. Lost property may be found hanging outside Room 6

VALUABLES

Students are discouraged from bringing any items of value to school, in particular the following items should not be brought: all toys, computer games, radios, trinkets or rings as no responsibility can be taken for their loss or breakage. In the event that these items are brought to school for projects, plays, etc, every care will be exercised and it is strongly recommended that all items be identified with a name. All students bringing money for excursions/incursions must do so in an envelope with the child's name clearly marked.

The School has a **mobile phone policy** in place which stipulates that the phone must be immediately left with administration on arrival at school and collected at the end of the day; ipods and ipads are included in this policy.

FAMILY INVOLVEMENT (School Board, P&C)

MORLEY PRIMARY SCHOOL BOARD

This is a formal decision making group. The School Board is comprised of the Principal, parents and staff, with the majority of representation from the parent group. The School Board meets as required; a minimum of once per term. It is responsible for making decisions in regards to the School Plan, promotion of the school, endorsement of the school budget, uniforms, contributions and charges, etc.

PARENTS AND CITIZEN ASSOCIATION

Morley Primary School has a P&C Association. P&C Associations are the forum for parents and citizens in government schools who have an interest in their children's education.

The Morley Primary School P&C Association:

- develops parents' participation and involvement in the school
- is the forum for parents to discuss issues pertaining to the school and its community

- promotes and supports communication and cooperation within the school community and brings educational matters to the attention of the wider community
- provides extra amenities for the benefit of the students through their fund raising efforts

The P&C welcome new members at their meetings that are held in the Library at 2pm on a Wednesday Week 4 and Week 8 of each term. The AGM is held at the first meeting of each new school year. Membership is \$1 per person per year. If you would like to help, please come along to the meetings or contact a committee member by inquiring at the school office.

CANTEEN

Changes are occurring with how the canteen will be operated in future. Currently we are searching for new volunteers to manage the canteen.

The Morley Primary School Canteen was operated on a volunteer basis overseen by a Canteen Committee, a sub-committee of the P&C. The aim of the Canteen is to provide and promote a variety of nutritious and healthy foods to the students and staff and contribute directly in the development of good health in students.

The philosophy behind canteen service is to provide healthy food choices at a competitive price and at the same time raise funds for school facilities. As a result the burden of fund raising is shared by all of the school community.

Students order their lunch from the canteen before school. Menus are available from the Canteen or the school office.

Volunteering is a great way to make new friends, possibly learn new skills and contribute to the school community. The success of the Canteen depends upon volunteer help. It is important that all parents make the effort to assist in some way during the term.



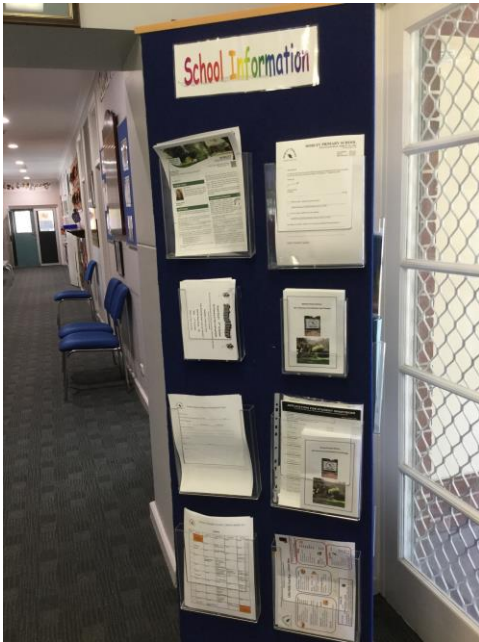
UNIFORM SHOP

This is located in the Albert Kravich Arts Centre and is open on Monday mornings from 8.30am-9.00am.

The Uniform Shop is a voluntary service provided by parents. There is no telephone number for the uniform shop. Price lists and order forms are available in the front office and attached to the electronic newsletter and the school website. Second hand uniforms are sometimes available.

PARENT 'FOYER' AREA

All parents are welcome to visit this area near the office. Materials and resources regarding current school events are available.





MORLEY PRIMARY SCHOOL TERM PLANNER 2018

TERM 1

WEEK	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	29-Jan School Development Day Pupil Free Day	30-Jan School Development Day Pupil Free Day	31-Jan Half Day - Kindy Students Start	01-Feb Half Day - Kindy	02-Feb Half Day - Kindy
2	05-Feb Half Day - Kindy	06-Feb Half Day - Kindy	07-Feb Half Day - Kindy	08-Feb Half Day - Kindy	09-Feb Half Day - Kindy
3	12-Feb	13-Feb	14-Feb	15-Feb	16-Feb
4	19-Feb	20-Feb	21-Feb	22-Feb	23-Feb
5	26-Feb	27-Feb	28-Feb	01-Mar	02-Mar
6	05-Mar Labour Day	06-Mar	07-Mar	08-Mar	09-Mar
7	12-Mar	13-Mar	14-Mar	15-Mar	16-Mar
8	19-Mar	20-Mar	21-Mar	22-Mar	23-Mar
9	26-Mar	27-Mar	28-Mar	29-Mar	30-Mar Easter Friday
10	02-Apr Easter Monday	03-Apr Easter Tuesday	04-Apr	05-Apr	06-Apr
11	09-Apr	10-Apr	11-Apr	12-Apr	13-Apr



MORLEY PRIMARY SCHOOL TERM PLANNER 2018

TERM 2

WEEK	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	30-Apr	01-May	02-May	03-May	04-May
2	07-May	08-May	09-May	10-May	11-May
3	14-May	15-May	16-May	17-May	18-May
4	21-May	22-May	23-May	24-May	25-May
5	28-May	29-May	30-May	31-May	01-Jun
6	04-Jun Western Australia Day	05-Jun	06-Jun	07-Jun	08-Jun
7	11-Jun	12-Jun	13-Jun	14-Jun	15-Jun
8	18-Jun	19-Jun	20-Jun	21-Jun	22-Jun
9	25-Jun	26-Jun	27-Jun	28-Jun	29-Jun School Development Day

TERM 3

WEEK	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	16-Jul School Development Day Pupil Free Day	17-Jul	18-Jul	19-Jul	20-Jul
2	23-Jul	24-Jul	25-Jul	26-Jul	27-Jul
3	30-Jul	31-Jul	01-Aug	02-Aug	03-Aug
4	06-Aug	07-Aug	08-Aug	09-Aug	10-Aug
5	13-Aug	14-Aug	15-Aug	16-Aug	17-Aug
6	20-Aug	21-Aug	22-Aug	23-Aug	24-Aug
7	27-Aug	28-Aug	29-Aug	30-Aug	31-Aug
8	03-Sep	04-Sep	05-Sep	06-Sep	07-Sep
9	10-Sep	11-Sep	12-Sep	13-Sep	14-Sep
10	17-Sep	18-Sep	19-Sep	20-Sep	21-Sep



MORLEY PRIMARY SCHOOL TERM PLANNER 2018

TERM 4

WEEK	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	08-Oct School Development Day Pupil Free Day	09-Oct	10-Oct	11-Oct	12-Oct
2	15-Oct	16-Oct	17-Oct	18-Oct	19-Oct
3	22-Oct	23-Oct	24-Oct	25-Oct	26-Oct
4	29-Oct	30 Oct	31-Oct	01-Nov	02-Nov
5	05-Nov	06-Nov	07-Nov	08-Nov	09-Nov
6	12-Nov	13-Nov	14-Nov	15-Nov	16-Nov
7	19-Nov	20-Nov	21-Nov	22-Nov	23-Nov
8	26-Nov	27-Nov	28-Nov	29-Nov	30-Nov
9	03-Dec	04-Dec	05-Dec	06-Dec	07-Dec
10	10-Dec	11-Dec	12-Dec	13-Dec Last Day Students	14-Dec School Development Day Pupil Free Day

School Creed

This is our school

Let peace dwell here

Let the rooms be full of contentment

Let love abide here

Love of one another

Love of mankind

Love of life itself and love of God

Let us remember

that as many hands build a house

So many hearts make a school



IMPORTANT CONTACT DETAILS

School 9276 1153

Pre-Primary 9275 0197

Kindergarten 9276 5839

**Address 36 Wellington Road
Morley WA 6062**

Website <http://morleyps.wa.edu.au>

