Dear Parents and Carers,

Welcome to Kew Primary School for 2015. The Preps have all had a wonderful and happy start to their first year at school. We look forward to continued success and happiness, as we work with you and your children this year. The aim of this first Prep newsletter is to provide you with some information about the school.

**STARTING TIME**

At 8.50am the first bell rings. This is the signal for children to come inside. There is a teacher on duty in the yard from 8.45 am, so children can place their bag on the hook and play outside. If you need to leave your child at school earlier than 8.45, please book him/her into the Out of School Hours (OSH) Program.

**OUT OF SCHOOL HOURS CARE**

OSH operates from 7.00 - 8.45am and in the afternoon from 3.30 - 6.30pm.

**LABELLING**

Please label hats, jumpers, lunch boxes and drink bottles clearly. It is also a good idea to have a distinctive tag on your child's bag so that it can be identified easily.

**LATE ARRIVAL OR EARLY DEPARTURE**

If you bring your child to school after the 9am bell please sign the Late Arrivals/Early Leavers Book at the office first and then bring your child to the classroom with the slip.

If you need to take your child out of school early please sign him/her out in the same book at the office first and then collect your child from the classroom with the slip.

**CLASS REPS**

It is a tradition at Kew Primary School for each class to have one or two parents to be class representatives. Their role is to organise things such as a class list of phone numbers, social functions for the class and parent helper rosters. More detail is available from class teachers or the office. If class reps have not yet been decided, please see your class teacher if you are interested in fulfilling this role.

**ENGLISH ON-LINE AND MATHS ON-LINE INTERVIEWS**

English on-line interviews have commenced and once all children have completed the English assessment we will commence the Maths on-line assessment. A timetable for the English Online interviews has been sent home and has also been displayed outside the classroom.

**FOCUS FOR THE BEGINNING OF THE YEAR**

The students have been getting to know the other children in their class. They have been becoming familiar with their classroom, the school environment, the school routines, their specialist teachers and other school staff. The students have established class norms within the classroom and they are developing understandings about the school’s CARE values. (Cooperation, Acceptance, Respect and Excellence)

**BUDDIES - PREP/YEAR FIVE**

Each Prep class operates a Buddy system with the Year Five classes. Most children have been paired with a buddy and final pairings are currently being organised due to additions to the Prep group and changes to the Year 5 group. The Buddies will meet regularly during the year for a variety of shared activities.
SPECIALIST CLASSES
Specialist classes commenced last week. All children participate in French, Visual Art and Physical Education (P.E.) Specialist class times have been displayed on the classroom doors and a class timetable will be sent home shortly.

ASSEMBLY
Assembly is held every Friday afternoon at approx. 3pm in the gym/multi-purpose hall. Most children are dismissed from the gym, however during the first term the Preps will be dismissed from their classroom.

TAKE HOME READER BOOKS
Children borrow a book each day to take home in their red canvas satchel. Please record the date and title of the book in the yellow reading record book which is kept inside the satchel. The classroom teacher will collect and sign the yellow books each fortnight. The Take Home Reader Program will commence shortly. An information sheet on helping your child with learning to read will be provided to you.

PARENT HELPERS
Parent helpers are welcome in the classroom. Later this term we will display a timetable outside the classroom for you to fill in if you wish to help out. You may wish to help on a regular basis or just occasionally. We usually like one helper per session. We will start the helpers program in March, as we like to give the children a chance to settle into school and develop an understanding of their class norms. There will be an information session for interested parents and we will let you know the date for this session. Please note that a Working with Children Check is required for all Parents Helpers.

WELFARE
- There are a number of students who have very severe allergies. We request that no nuts or products containing nuts are sent to school. We also recommend that children do not share food with each other. If your child has any other health issues don't forget to inform your class teacher and the school office.
- Children need to bring a Sun smart hat to school every day until the end of April.
- We encourage children to drink water regularly in the classroom each day. Additional drinks such as juice or milk will be kept until snack or lunchtime.
- The school Canteen operates for counter sales and lunch orders on Mondays, Wednesdays and Fridays. Lunch orders can be placed by providing a brown paper lunch bag with your child’s name, class and food order written clearly on the front. Money for the order should be placed inside the bag.
- The Kew Primary School Parent Newsletter is available every Thursday on-line or through the KEW Primary School Skoolbag App. If you wish to receive a paper copy of the Parent Newsletter please inform the school office staff. Please read the Newsletter, as this is an important means of communication to parents. All notes and letters to go home are placed in the red canvas reader bag. Please check the satchel for notices and clear the satchel each day.

With kind regards from
Diana Matricciani, Chelsea Carmichael and Sophie Apperly