WONTHAGGI
PRIMARY SCHOOL

SCHOOL HANDBOOK

BILLSON STREET WONTHAGGI
03 5672 1600

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WONTHAGGI PRIMARY SCHOOL

INFORMATION BOOK 2026

INTRODUCTION

We hope that the information contained in this booklet will assist you in making your child's time at school both enjoyable and educational.

It is by teachers and parents working together that children develop better attitudes to school and learning.

We look forward to sharing a very enjoyable and exciting time with you as your child progresses, develops and matures at Wonthaggi Primary School.

SCHOOL INFORMATION

SCHOOL CONTACTS - 2026

ACTING PRINCIPAL:	Ms Wendy Truett
ASSISTANT PRINCIPAL:	Mr Thomas Burdekin
BUSINESS MANAGER:	Mrs Vicki Leheney
MENTAL HEALTH AND WELLBEING LEADER:	Ms Shelley Rose
WELLBEING TEAM:	Mr Phil Tucker (Student Support) Ms Shelley Rose Ms Allison Piper
DISABILITY INCLUSIONS COORDINATOR:	Ms Allison Piper
TEACHING AND LEARNING COORDINATOR:	Mrs Megan Leversha
EDUCATION SUPPORT TEAM LEADER:	Ms Sue-Anne Edwards
SCHOOL OFFICE STAFF:	Mrs Angie Lower Mrs Lianne Pearce-Finnegan Mrs Kylie Tiziani

SCHOOL PHONE:	03 5672 1600
SCHOOL ADDRESS:	18 Billson Street, Wonthaggi
POSTAL ADDRESS:	PMB 101, Wonthaggi, 3995.
E-MAIL:	wonthaggi.ps@education.vic.gov.au
WEB PAGE:	http://www.wordpress.wonthaggips.vic.edu.au
	Find us on Facebook. https://www.facebook.com/WonthaggiPS#

TERM DATES – 2026

2026 Term Dates for Wonthaggi Primary School

Term 1	Monday 26th January	Australia Day
	Tuesday 27th January	Teaching Staff return. **Student Free Day.**
	Wednesday 28th January	**Grade 1 - 6 commence at 8:50am.**
	Thursday 29th January	**Foundation students commence**
	To be advised (online)	NAPLAN Year 3 & 5
	Monday 9th March	Labour Day
	Thursday 2nd April	Last day of Term 1 – 2:30pm finish
	Friday 3rd April	Good Friday
Term 2	Monday 20th April	Term 2 commences at 8:50am
	Saturday 25th April	ANZAC Day
	Monday 8th June	King's Birthday Public Holiday
	Friday 26th June	Last day of Term 2 – 2:30pm finish
Term 3	Monday 13th July	Term 3 commences at 8:50am
	Friday 18th September	Last day of Term 3 – 2:30pm finish
Term 4	Monday 5th October	Term 4 commences at 8:50am
	Tuesday 3rd November	Melbourne Cup Public Holiday
	Friday 18th December	Last day of Term 4 – 1:30pm finish

Please note: There will be additional student free days to be confirmed early in 2026

Victorian State Schools hold:

4 x Student Free Days per year

2 x School Wide Professional Practice Days (students may not be required onsite on these days also)

SCHOOL HOURS AND ROUTINES

8.50am	Children can enter buildings & commence morning.
9:00am	School commences.
10:00am	Fruit Time.
11:00am to 11:45am	Lunch Play.
11:45am to 12:00pm	Supervised Lunch.
2:00pm to 2:30pm	Afternoon Recess.
3:20pm	Bus Bell.
3:30pm	School Dismissal.

Yard Supervision:
Mornings: from 8:45 am. *We request that children **do not arrive before that time**.*
Afternoons: 3.30pm – 3.40pm.

All classrooms open promptly at 8.50am daily. During this time students attend to tasks that set their day up, ready for learning at 9.00am.

Each Grade has a designated entry and exit point. Supporting your child to meet their teacher at their meeting point, builds strong levels of independence for your child. From this point, teachers support students to enter their learning space independently. *Reducing the number of people that are in the open areas of our learning spaces (quadrangles), provides a calmer and quieter start for all students.*

It is most important that children arrive at school on time. Children arriving late for class can find it challenging to settle into the day.

If you are running late, please direct your child to the office, where their attendance will be recorded. Students will be supported to then make their way to their classroom.

FOUNDATION (PREP) INFORMATION

FOUNDATION DISMISSAL DURING TERM ONE:

During Term 1 Foundation children will attend school from 9:00am – 3:30pm, four days a week, Monday, Tuesday, Thursday & Friday (No Wednesdays). **Children will start full weeks (5 days) from the week of Monday 9th March.**

The Department of Education & Training (DET) recognises that the First Term of school can be tiring for very young children, especially during hot weather; therefore, some flexibility in school hours and attendance is permitted.

You will be provided with an attendance schedule on the State-wide Transition Day in December.

FOUNDATION CHILDREN MUST BE COLLECTED FROM THE CLASS PICK UP/DROP OFF AREA BY EITHER A PARENT OR A RESPONSIBLE ADULT WHO HAS BEEN AUTHORISED BY THE PARENT.

GETTING READY FOR SCHOOL

STEP INTO PREP: SCHOOL TRANSITION PROGRAM

At Wonthaggi Primary School, we offer, Step into Prep, a free, 9-week transition program for all Prep (Foundation) students.

Sessions run weekly, for 1 ½ hours in the school. The sessions are led by a Teacher and an Education Support Staff member.

During these sessions children engage in:

- Developmental Play Activities.
- Group Activities.
- Enrichment Classes – Music, Science, Physical Educational and Art. These classes are supported by our Specialist Enrichment Teachers.
- School based routines: moving safely around the school as a group.
- Developing independence by packing and unpacking bags and managing personal routines (hygiene).
- Building relationships with a wide range of students and staff.

We have found that students that attend the Step into Prep program on a regular basis in Term 4 are ready and excited for the formal start of the school year!

STATEWIDE TRANSITION DAY

Each year, in December, all students enrolled for the following year are invited to attend a Transition Day. On this day, students will spend time with their teachers for the following year, in their new classroom.

At the conclusion of the Step into Prep Program, Foundation Grades will be published along with the classroom teacher's name. Students will have previously met their new teacher on the State-wide Transition Day in December.

READINESS

Beginning at school is an exciting time for your child. The Christmas Holidays may feel endless for your Pre-schooler who is just longing to use that special new school bag or lunch box. Many small things you can do at home will help make your child's first few days at school easier.

Use the holidays as a time to play going to school, by:

- Go to the toilet unaided, (urinals as appropriate) including flushing and washing hands afterwards.
- Encourage your child to take off his/her own outer garments and turn them right way out. Learning to cope with buttons, zips etc independently.
- Recognise their own name on their clothing and belongings.
- Pack a school lunch box and eat it without any assistance. Decide together which foods are for lunch and snack. (For some children even that plastic wrap can be an insurmountable challenge!) You might even like to walk up to the school and spend some time in the grounds with your child.
- Teach your child how to open and close their school bag, lunch box and drinking flask.
- Have a go at packing the school bag, zipping it up and be able to hang up their bag.
- Know, and be able to clearly say their full name and address.
- Take a message correctly.
- Understand and carry out an instruction.
- Sit quietly for a short time.
- Have some experience of playground equipment, such as climbing frames.
- Speak quietly indoors.
- Pack away toys after use.
- Wipe up spilled water, paste etc.
- Remove shoes and socks and put them back on the correct feet.

FIRST DAY

FIRST DAY ARRANGEMENTS

Foundation children commence school on Thursday 29th January.
For the majority of Term 1 Foundations children will not be required to attend school on Wednesdays. They will attend on Wednesdays from the week starting 9th March.

Classrooms are open at 8.50 a.m.
On arrival at school your child should be already enrolled, so please go straight to your child's pick up/drop off point, reintroduce them to their teacher, reassure your child you will be there to collect them at 3.30pm, give them a smile and leave.
Ensuring that our children know what is happening, provides them with a sense of comfort and trust.
If you are unsure of your child's class or simply ask a staff member for assistance.
To help your child settle quickly, we ask that parents leave as soon as possible.
A distressed or overanxious parent will not help them settle down happily in his/her environment.

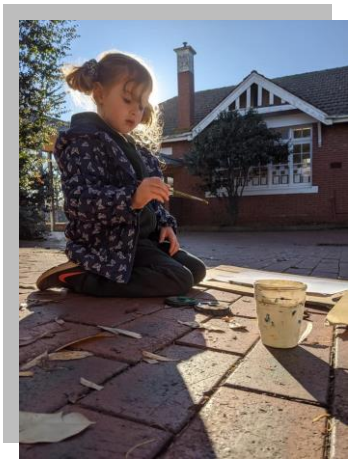
If your child is particularly distressed, rest assured that staff will be in contact to let you know how they are settling. If the teacher has any concerns about your child, they will contact you as soon as possible.

Please collect your child from their pickup/drop off point at 3:30pm. (Please try to be prompt. If you are unavoidably detained, please contact the office). Waiting can be very distressing for Foundation Students.

PROBLEMS

If you have any problems concerning your child and/or the school please ask your child's teacher, Junior School Coordinator, or the Principal for a suitable time to discuss the problem.

Problems only tend to get bigger if you keep them to yourself.
Share your concerns with someone who can help you.



COMMUNCIATION

ABSENCES AND ABSENCE NOTES

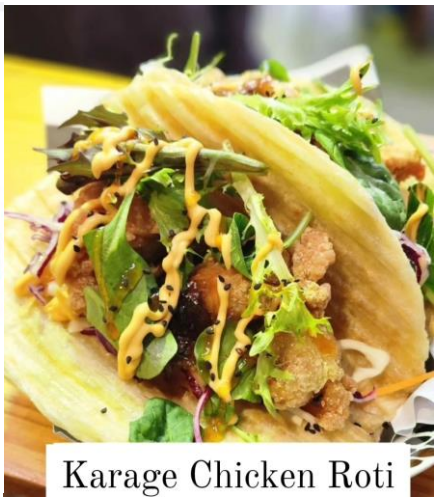
If your child is absent, you can mark an absence note on the Compass School Manager Ap. You can also phone the school on the morning of the absence or send a written note of explanation to your child's teacher when the child returns. ***The best place for ill children is home with a carer***. If the child's absence is going to be lengthy e.g., family holidays this can also be noted on Compass however it is also best to notify the child's teacher.

If you need your Compass login details simply contact one of the friendly office staff on 5672 1600.

Changes to your child's routine also need to be communicated to the office. For example, your child is not catching the school bus, there are After School Care changes or any other collection changes.

CANTEEN

Our school usually has a canteen service which currently operates Mondays, Wednesdays and Fridays. This service is provided offsite and is delivered, ready for students at lunchtime. Please complete all lunch order via the Spriggys Ap downloadable from your playstore. Our canteen provider is Gomanthy's Kitchen and you can find them on facebook. More details on the WPS website.


Karage Chicken Roti

HEALTH

SCHOOL NURSING PROGRAM (HUMAN SERVICES)
~ FOUNDATION SCREENING

This program will be conducted to assess all Foundation children and is undertaken in the first half of the school year. Confidential forms need to be returned a.s.a.p. to take advantage of this service. Hearing, speech and vision are assessed, and children are referred on to specialists if required.

DENTAL HEALTH SERVICES – VICTORIA

The SCHOOL DENTAL SERVICE provides dental treatment and dental health education for school children. It provides general dental care to children every two years while children identified with a greater need may be seen more often.

General treatment is provided by dental therapists, and more complex care is performed by a dentist.

Specialist dental care is not provided but referral to dental specialists can be arranged.

All primary school children, concession card holders and their dependants in year levels 7-8 (secondary school children) can use this service. You can contact the School Dental Service at Bass Coast Health on 5671 3268.

LIBRARY

All students will have time with the class to borrow books from our extensive school library. It is preferred all children have a library bag to take their borrowed books home in.

In the Library, the children learn about book parts, cover, spine, call numbers, title barcode concepts of the author/illustrator/ characters and as well as shelving and borrowing procedures. Work is integrated where possible with classroom themes. All grades also borrow a 'classroom library' to ensure that all students have access to many different types of books in their classroom. Grades change their classroom library over regularly.

LUNCHES

Lunch play is at 11am daily, with teachers supervising the eating time back in class at 11.45am until 12:00pm when class recommences.

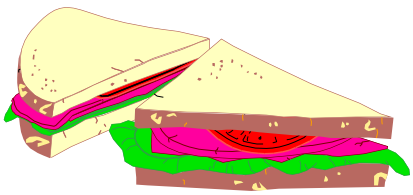
Please ensure where possible, that students have a variety of healthy food options in their lunchbox. School days can be long and tiring, and providing food items that promote longer concentration, rather than a 'sugar rush', go a long way to supporting your child as a learner.

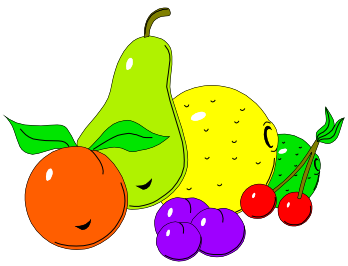
It is quite normal for younger students to eat very little at school and then come home to eat heartily. Foundation children thrive on smaller lunches and snacks for the first week or so. Finishing the food provided in an eating time, builds independence and a sense of accomplishment. Knowing what is for lunch and what is for snack, also helps your child pace out their eating. It can be helpful to package lunch and snacks separately.

We strongly encourage 'Nude Food'. Where possible please send your child's food in reusable containers. Containers help your child seal up uneaten food to take home and go a long way to reducing litter around our beautiful school environment.

Please note: Glass bottles and ring pull (drink and fruit) cans are prohibited in this school. They are potentially dangerous, so please use plastic containers for drinks and food.

The school has a healthy food policy and strongly discourages the eating of junk food. Lollies, (particularly those on sticks), should not be sent to school. Fresh water is available for drinking and frozen drinks are excellent for very hot days.





MEDICATION AT SCHOOL

For the health and safety of our pupils all medications that pupils bring to school will be stored centrally at the main office and dispensed from the main office. A register will be kept of medications dispensed by the office staff. An

Asthma, Anaphylaxis or Allergy Plan must be registered at the beginning of the year. All medication given will need to be accompanies by a pink

Medication Administration From which can be downloaded from our website or copies are held at the office.

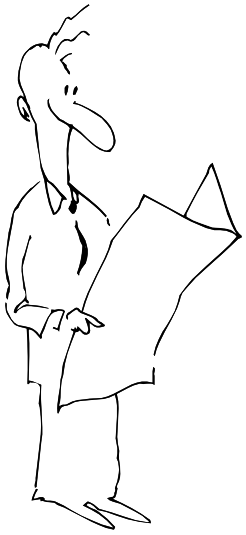
MONEY

When children need to bring money to school, please place it in a well sealed envelope with the child's name, class, room number, amount, and reason on the outside. Please ensure that the envelope is securely sealed; some self-sealing envelopes tend to work their way open, so some adhesive tape or staples helps to keep the money secure.

Example:

Susan Smith Foundation A, Rm 4 Zoo Excursion $5.00 enclosed

NEWSLETTERS



The school's newsletter is published fortnightly and sent out online via Compass and Facebook on a Monday. The newsletter is important and contains important communication between the school and the parents. Please read it and if you are unable to view it online simply call the office for a copy to be sent home with your child.

Special announcements pertaining to your child's class are often published on Compass, Facebook and in the newsletter.

PUNCTUALITY AND LATE ARRIVALS

To give your child the best start to their day, arriving at school ready to enter the learning spaces at 8.50am gives your child plenty of time to organise their belongings and settle into the routine.

Should your child arrive late, they must report to the office to have their attendance recorded and collect a late pass which they give to the class teacher. Please call and advise why your child was late so that a note can be marked on Compass (i.e.: medical appointment).

PARENTS COLLECTING CHILDREN

- DISMISSAL TIME

Make sure your child understands where you will meet them each day when school is finished. It is very important, if the child is to feel secure, that parents meet them on time.

If you are unexpectedly running late, please call the school so that we can communicate with your child asap.

- SIGN OUT ON COMPASS KIOSK – Early leavers

There will be occasions when it will be necessary for pupils to leave school prior to the normal dismissal time. On these occasions, children must be collected by a parent or guardian or authorised adult.

Parents must SIGN THEIR CHILDREN OUT using the Compass Kiosk located at the main office. If you are unwell or unable to attend the office, please call 56721600, so that staff can complete the collection details and walk your child out to you.

No child will be allowed to leave the school during the day unless this procedure is followed.

PARENT / TEACHER CONTACT

Communication between teacher and parents is a vital part of your child's development. It is therefore advisable to discuss any concerns or relevant information about your child with your child's teacher. Times to do this vary.

There are many ways that communication happens at school:

Formal:

Student, Parent, Teacher Conferences in Term 1 and 3. Students prepare and lead these conferences where we celebrate their learning journey together.

By appointment: Please contact the office or make a note in your child's diary. Teachers will make a mutually convenient time so that conversations can be had in full.

You can also email the school at *wonthaggi.ps@education.vic.gov.au*

Informal:

Brief, informal discussions are welcome; please be mindful that teaching staff need to attend to all students at the beginning of the school day.

Other Meetings:

Your child's classroom teacher is always the first port of call if you have something that you need to discuss or clarify. However, we understand that there may be times where you feel more comfortable discussing your concern with someone other than your child's classroom teacher. Please contact the office and they will support you by booking an appointment with the right staff member. It is very helpful to office staff if you can disclose a small amount of information to assist this process.

This can include:

- Team Leader of your child's year level
- Mental Health and Wellbeing Leader
- Student Support Leader
- Disability Inclusion Coordinator
- Assistant Principal
- Principal

FACEBOOK

The school has a Facebook page. This is a great place for staff to communicate and share day to day activities and important messages with Parents/Carers. Simply find and like us on Facebook.

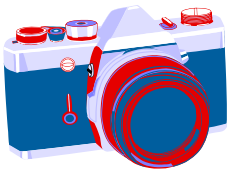
COMPASS

Compass is a secure school management program utilised by the school as a main communication source. Through Compass Parents/Carers will receive important communications, be kept informed about your child's learning progress, be provided with access to your child's attendance history, can mark absences online, receive information about events, your child's reports and be able to update your personal information such as addresses and phone numbers.

You can access Compass at your convenience from a computer or by downloading the Compass Portal App from Apple or Google Play stores.
If you have not received a login letter with your unique login details, simply contact the office on 03 5672 1600.

A Parent's Guide to compass can be found on our School Website at http://www.wonthaggips.vic.edu.au under 'Useful Links'.

PHOTOS



During the year, parents are given the opportunity to purchase individual and class photos of their children. Notice of the date and cost of photos will be advised via Compass, Facebook and the school's newsletter. If during publicity shots you do not wish your child to be photographed, please let the office know.

REQUIREMENTS FOR SCHOOL

SCHOOL BAGS

Simple school bags without lots of pockets are best. Large bags are very heavy when loaded. Please don't put your child's name on the outside of their school bag for safety reasons - however a distinctive tag or ribbon can help a child readily identify their bag from many that are similar. A green school bag with a removable flap and our logo can be purchased through the Uniform Shop. A reader bag is provided when your child starts school, if this is lost a replacement bag may be purchase for $10.00 at the office.

SCHOOL HATS

SunSmart Policy requires hats to be worn in Term 1 and Term 4. Remember, 'No Hat No Play'.

Bucket and broad brimmed hats and beanies for winter are $10.00 and can be purchased from the school office by calling 5672 1600 and paying over the phone. The hat can then be given to your child.

CHANGE OF CLOTHES

A spare pair of pants and underwear, named, kept in their school bag is a good idea in case of small accidents or wet weather.

TISSUES

As we do not supply tissues, each child in the junior school is asked to supply a box of tissues at the beginning of the year. These are then made available for children to use throughout the year.

SCHOOL UNIFORM

The wearing of a school uniform builds pride in our school and helps create an equitable learning environment.

All students are expected to attend school wearing the prescribed uniform as outlined in the 'Student Dress Code'. Students will not be able to attend school excursions if school uniform is not worn.

All Students

- Bottle green and white checked A-line dress.
- Bottle green shorts, pleated skirt, skorts or pants or tracksuit pants
- Grey pants, tracksuit pants or shorts.
- **Leggings only to be worn under a dress or skirt.** These are to be black, white, or green.
- Bottle green polo or bottle green and white sport polo shirt.
- Bottle green polar fleece ½ zip jumper, full zip polar fleece jacket windcheater, fleecy windcheater, fleecy hoodie, or full zip fleecy hoodie. While there is no requirement for students to have a school logo, the only permitted logos are the original or updated WPS logos. No other branding is permitted.
- Socks to be white, grey, green, or black.
- Appropriate enclosed shoes. Black is preferred.
- Approved Wonthaggi Primary Sun Smart hats – Green. These must be worn from the beginning of September, through the summer period, until the end of April, as outlined in the SunSmart Policy.
- Year 6 students may purchase a special Grade 6 jacket and shirt.

Sports

- School house sports T-shirts or t-shirts in house colours
- Bottle green and white sport polo shirt
- Shorts, track suit pants, sports leggings or sports skirts

The school has a 'Sun smart policy' which requires that all children wear a school sun hat. These hats must be worn between September 1st and April 30th. A 'no hat – no play' rule will apply.

While we support all students to see themselves as individuals, the following are not permitted at school:

- Make up is not to be worn at school.
- Students are not permitted to colour or dye their hair.

- Jewellery must be kept to a minimum. Stud earrings and sleepers worn in the ears, and watches are the only acceptable forms of jewellery.

School uniforms can be purchased from State School Relief. When purchasing items from State Schools' Relief, this can be done quickly and easily via the QKR App. The free QKR App can be downloaded onto an Android or iPhone (iPad users can download the iPhone app). Uniform deliveries usually take 3-5 working days. Further information about State Schools' Relief is also available on their website: htps://www.ssr.net.au/

If you are facing difficulty in providing a uniform for your child, please contact the school so that we can source uniform items on your behalf.

NAMING OF CLOTHING AND OTHER PROPERTY.

Please name all items of clothing (including shoes), as well as all other property children bring to school, lunch boxes, drink bottles etc. Please ensure that your child can recognise their name on these items. Coloured tags on pull on boots often help children to identify their own boots and names in black on the outside rim of hats helps to prevent them being misplaced.

CURRICULUM & KEY LEARNING

All children arrive at school at different stages of maturity, and it is our aim to allow each child to develop at his/her own rate through their school life, and especially in their Foundation year. There are many areas in which you will notice development – social skills, independence, manipulating tools and materials, etc. One of the main aims is to develop self-confidence so please join with us in encouraging and praising your child's efforts.

Foundation is a year in which the child learns to cope with school routine and lays a foundation on which to build more formal work in higher grades. If you have a positive attitude and look forward to the first day at school, your child will probably do the same.

LITERACY

The school bases Literacy learning on the Victorian Early Years Learning and Development Framework in addition to The Victorian Curriculum. This encompasses Reading, Writing, Speaking and Listening. One of the many ways we support students to learn to read, write and spell is through the Sounds Write Program, based on the Science of Reading. Your child will be introduced to several letters and their corresponding sounds over the course of each week

and there will be activities sent home in reader bags, for home practice. We really value your partnership in developing your child's literacy and welcome any questions on how best to support this at home.

NUMERACY

Children will be involved in activities and experiences that will ensure that they develop the competence, confidence and interest needed to become lifelong learners of mathematics.

Children learn to count orally from 1 –100 and to recognise the numerals. They learn to match, sort and group. The children will work from informal to more formal activities as the year proceeds. Our school bases its program on the Early Years Numeracy Program.

As students move through their primary school years, there is a continued focus on 'hands on activities' to help build thorough numeracy and mathematical knowledge and confidence.

HANDWRITING

Learning handwriting matters. Developing handwriting skills, builds stronger neurological pathways. Handwriting activates specific parts our brain, these areas are directly linked to our learning and memory.

As we form letters, words, and sentences on paper, we provide our brain with more moments to build memories, recall relevant information and strengthen neuronal patterns in our brain.

At the commencement of the Foundation year, a child's muscles are developing. Their finer skills are improved by threading, manipulating, cutting, and pasting, writing in sand, using building blocks and a host of other 'fine motor' activities. The children will be formally taught letter formations.

Parents can encourage proper grip of pencil and correct formation of letters when writing. The appropriate use of upper- and lower-case letters, especially when writing their names, is encouraged.

(Please see illustrations below)

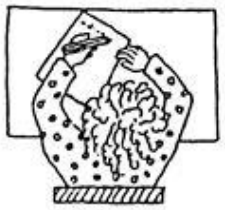
A B C D E F G H I J K L M

a b c d e f g h i j k l m n

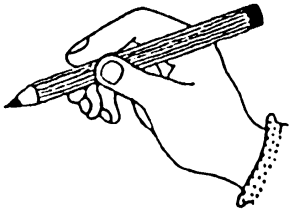
N O P Q R S T U V W X Y Z

n o p q r s t u v w x y

1 2 3 4 5 6 7 8 9 10



Left-handers sit like this



Right-handers sit like this

SCHOOLWIDE ENRICHMENT PROGRAM

At Wonthaggi Primary School we offer a broad range of enrichment programs for our students.

All students engage in the following Specialist Enrichment Classes weekly:

- Health and Physical Education (including Water Safety)
- Music
- Visual Art
- Science

Informally, there are a range of lunchtime clubs that students can choose to participate in, these can include:

- Gardening Club
- Wheels Club
- Library Club
- Yoga
- Mindfulness

Just to name a few. Lunchtime clubs are update on a term-by-term basis.

DOLPHIN GROUPS (BUDDY PROGRAM)

Your child will become excited about their new special friends, their Dolphin Group. Children across the school will be divided into multi-age groups. The aim of these groups is for children to get to know and respect children from other grades. The Dolphin Group will give your child 5 to 6 other children that they will get to know and who will look out for them in the playground. This is an extension of our Big Buddy – Little Buddy program which allows your child to form friendships that will last throughout their whole school journey. Children from their Dolphin Group will become extra supports, helping with settling in, offering friendly faces in the playground, and greatly assisting in the development of language skills.

PERCEPTUAL MOTOR PROGRAM – (P.M.P.) JUNIOR SCHOOL PROGRAM

The Perceptual Motor Program aims to give experiences through movement, which help the child understand what he/she hears, sees, and feels.

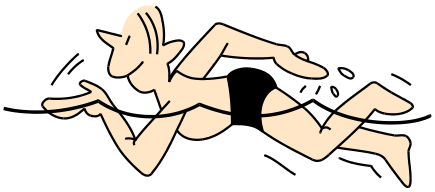
The Perceptual Motor Program has its roots in language development. The children are encouraged to listen to language, and having the language, carry out the activity.
The various activities aim to assist development in: -

- Body awareness
- Balance and posture
- Co-ordination
- Memory sequencing
- Social skills

The program's aim is to be preventative. That is, it aims to assist the child to function more successfully in all phases of the school curriculum.

Water Safety Program

A Water Familiarisation/Safety Program for Foundation students is conducted during Term 4 in our own School Pool. Information will be forwarded home as the time approaches.



Students in Grades 1-6 engage in our Water Safety Program in Term 1. The program focus' on building confidence in and around the water. We spend

considerable time practicing what to do if you feel unsafe in the water and ways to keep yourself and others safe.

Senior students also engage in Open Water Swimming and Surfing Sessions as an extension to our Water Safety Program.

SCHOOL HOUSES

All students are allocated a 'School House'. Students participate in their houses for whole school sporting events, e.g.: swimming and athletics. Each house has a different name and colour. House names are reflective of some of the original staff at WPS.

McCracken – Blue
Somerset – Yellow
Abercrombie - Red

When your child is enrolled, you can see the name of their house on the personal detail page on Compass or contact the Office.

Students are encouraged to wear their house colours on whole school sporting event days.

WHAT ELSE YOU CAN DO TO HELP?

No matter what age your child joins our school community, there are important steps that you can take to ensure that their transition is positive and successful.

- Talk to your child about school, where they will meet new friends, play games, sing, and make things.
- Admire and ask questions about the work your child shares with you, e.g.: what was challenging for you in this task? What would you do differently next time?
- If possible, allow your child to stay with relatives or friends for short periods so that they will feel comfortable being away from you.
- Select suitable stories, video and television programs. Please limit television and computer games time.
- Be very patient and understanding when the child comes home tired and irritable.

- See that your child has sufficient sleep.
- Show by your words and actions that you are sure school is a happy place.
- Be sure that they know the way to and from school. Please make sure your child knows how to cross the road safely, stressing the need to use the school crossing.
- Make sure your child understands to go straight home or wait for you at an arranged place.
- Set aside a quiet time each night, (need only be a few minutes), where you make yourself entirely available to your child, to talk or listen, or tell a story.
- It would be appreciated if the following were not brought to school: -
  -expensive electronic or easily broken toys,
  -glass bottles,
  -war, violent or dangerous type toys such as guns or knives.
- Remember that most activities and experiences throughout the whole Foundation year are new and challenging. Patience and understanding are needed all year.

Birthday celebrations. For various reasons including allergies it has been decided by the school, to not permit birthday cakes, cupcakes, or other food for birthday celebrations. If your child is wanting to share the special occasion with their classmates, consider sending in a card/or similar for their classmates to sign.

PARENT – TEACHER PARTNERSHIP

As parents you have been your child's first teachers. You have taught your child to walk, talk, to look after themselves and to become social beings. This has been done by the most effective teaching method of all – by example, opportunities to practice and with a great deal of praise and encouragement.
The Foundation program continues to use this same teaching method. As its name implies, Foundation is a year which prepares your child for more formal learning.

"***Together, Parents and teachers can work to produce keen and motivated learners in this new environment."***

We trust that the Foundation year will be a happy and successful beginning for your child's school days.

PARENT PARTICIPATION

At Wonthaggi Primary School we greatly value the input and many talents of our parents. We welcome assistance in our day-to-day programs as well as at special times, such as excursions. As a valued member of our school community, you are welcome to become involved in activities such as reading with children, typing children's stories, assisting with the Perceptual Motor Program (PMP), cooking, helping with language, music, art and maths. Almost anything! A "How Can I Help?" list will be sent home early in the year. Please feel free to come and join us!

The Parents and Friends Association and School Council, (and its various Sub-Committees), provide other avenues for you to become involved in your child's school.

All parents who help must have a Working with Children Card. An application form is available from your local Post Office or online at http://www.workingwithchildren.vic.gov.au/. Please show your card at the office so we can keep a copy on record.

FINAL NOTE

If you are ever unsure of anything around the school, please just ask.
We are here to help and make sure that your child's school years are positive and memorable.

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