



Welcome to Peel Language Development School

To lead an inclusive and innovative language service
that creates a passion for lifelong learning

INSPIRE

EDUCATE

ACHIEVE

Children Learn What They Live

If children live with criticism
They learn to condemn
If children live with hostility
They learn to fight
If children live with ridicule
They learn to be shy
If children live with shame
They learn to feel guilty
If children live with tolerance
They learn to be patient
If children live with fairness
They learn justice
If children live with security
They learn to have faith
If children live with approval
They learn to like themselves
If children live with acceptance and friendship
They learn to find love in the world



Message from the Staff of Peel Language Development School



We welcome you and your child to Peel Language Development School. We are delighted to have your child in our care and we will endeavour to ensure that his/her experience at this school is a positive and enjoyable one.

Please remember that educating each student requires a partnership between parents, caregivers and staff. Please contact the staff if your child is experiencing problems at school, or if there are circumstances that we need to be aware of.

This booklet contains information that you require when your child begins school. If you have further questions please do not hesitate to contact the classroom teacher or administration staff.

We look forward to meeting you personally during the coming year.



How You Can Help Us

- ☺ Share with the **teacher** any information which will help us understand your child. Parent interviews can be arranged with the teacher at mutually convenient times.
- ☺ Send your child to school regularly and on time.
- ☺ Show an interest in what your child does both at home and at school.
- ☺ Praise your child's efforts and set realistic goals for him/her.
- ☺ Read to your child frequently to foster an interest in literature.
- ☺ Ensure your child gets adequate rest and a healthy diet.
- ☺ Use consistent discipline and encourage personal responsibility.
- ☺ Encourage fluent speech by listening, discussing and explaining.
- ☺ Value and share your child's work and play.
- ☺ Support the school in practical ways – social activities, excursions and parent help, P&C etc.

Visitors and Parent Helpers

We value parent helpers and visitors to our school. Visitors should report to the office, obtain a name badge and sign our visitors register upon entering the school grounds. It is a Departmental requirement that parent helpers complete a "Confidential Declaration" once a year. Declaration forms are available from the classroom teacher or school office. Completed Declarations are stored in the Administration Block.

Student Arrival and Day End Procedure

Please help to keep our school a safe place for all students and their families.

Students can be dropped off at their classroom from 8:25am – 8:40am at RLPS campus, 8:40am at Mandurah and from 8:40am – 8:50am at Pinjarra. Please do not leave your child unaccompanied prior to this time.

Please discourage your child from playing on the equipment in the morning due to Duty of Care requirements.

When escorting your child to his/her classroom, please park in the designated parent parking areas only. Parents are requested to escort their child across driveways and parking areas.

When collecting your child at the end of the day please wait outside the classroom door until we release the children to you. If you need to discuss anything with us please wait until all the children have been dismissed. If someone besides the parent/caregiver is going to collect your child please let us know in writing. This ensures that we can maintain our Duty of Care to your child. In case of an unexpected event you can contact the main office to inform them of who will be collecting your child. They will be asked for photo identification.



Absentee Notes

All students are discouraged from missing school for reasons other than illness or emergencies. It is important to understand that there is a strong relationship between attendance and learning and that missed classroom teaching and learning activities can never be entirely replaced. Attitude regarding the value of education and the importance of study are shaped by parental priorities regarding school attendance.

Returning to School after an Absence

A written explanation of a student's absence is required by law. Upon returning to school the student is required to bring a written note from the parent/caregiver stating the dates absent and also the reason for absence.

Unavoidable Absence

Those parents/guardians who need to withdraw students during school hours, for example for a visit to the dentist, doctor, etc. are required to make this known to the student's teacher in advance. The parent/guardian picking the student up from school must complete a "Standardised Leave Pass" available from the Administration Office. Under Duty of Care, teachers will not release any child unless a form has been completed. Identification (eg driver's licence, medicare card) will also be required.

Custody Issues

If custody issues are in place for your child, please provide the relevant court orders and documentation to Administration at main campus.

Classroom Roster

Parent help offers you an opportunity to become familiar with our programme and routines. It is also a special time for you to see how your child interacts with other children and to get to know their friends. The parent help roster will commence when the children have had time to settle into the Kindergarten routine. Your classroom teacher will notify you when the roster is going to commence. Due to Duty of Care guidelines and to allow for maximum participation, we would prefer that siblings did not attend with their parents on their rostered day.

School Code of Behaviour

Discipline provides the boundaries children need to feel secure, to develop character and to succeed morally and academically at school. Teachers at this school endeavour to set an environment that provides security through structure, consistency and order. Parents are urged to encourage their child to:

- ★ Take responsibility to learn.
- ★ Settle conflict in a peaceful manner.
- ★ Be sensitive to the needs and feelings of others.



Uniform Requirements

All students, including kindergarten and pre-primary students are required to wear the school uniform, which consists of navy bottoms and a teal top. Students attending satellite classes wear the uniform of their host school. For full details of the uniform please see the uniform shop or drop into the school office to collect a price list.

For students attending Rockingham Lakes, the P&C operates the uniform shop which is open on Tuesday and Thursday mornings between approximately 8:45am and 9:15am in the undercover area. Please note, you are welcome to purchase navy bottoms elsewhere, however, the tops, dresses and jackets can only be purchased through the uniform shop.

Lost Property

Please ensure all clothing and personal items are clearly named. Lost property is held in Block 3 at the Rockingham Lakes Campus. For lost property at the Mandurah, Bungaree and Pinjarra Campus please see your classroom teacher.

Hats

A “no hat, no play” policy is implemented at the school throughout the entire year. Students who are not wearing a hat during recess and lunch will be required to sit quietly under the verandah.

Footwear – Kindergarten Only

Children need to be able to remove and replace their own footwear and socks. Sandals and joggers with Velcro fastenings are encouraged to assist your child with the independent removal and replacing of his/her shoes.



What to Bring

Kindergarten

- A large bag, preferably of backpack type (large enough for children to independently access their personal belongings).
- One piece of fruit, salad, cheese or any healthy snack that can be shared at morning tea. (*No peanuts please, we are an “allergy friendly” school*). Please see the Crunch n’ Sip guidelines for further information.
- A packed lunch.
- A library bag.
- An art shirt.
- One spare set of clothes in a named plastic bag. (To be stored in student’s backpack.)
- Two boxes of tissues.
- Stationery. (See stationery list you were provided with.)
- Baby wipes.
- Liquid Soap – 500mls.
- One tea towel.
- One hand towel.
- One roll of paper towels.

Toys

Please do not allow your child to bring toys to school except during news time, where items will be placed in a basket provided. Children are not permitted to play with these items at school as this quite often leads to unnecessary conflict, toys getting broken or lost.

Book Donations

Donation of a children’s storybook at the beginning of the year would be most appreciated. These books will be placed in the class ‘book corner’ for all the children in the class to share. We would prefer new books, but we are happy to accept secondhand books if they are in excellent condition.



Health and Safety

Illness

Parents should not send their child to school if they display any of the following:

- + An elevated temperature.
- + Skin rash, undiagnosed or not under treatment.
- + Inflamed eyes.
- + Sore throat and/or coughing.
- + Vomiting or diarrhoea.
- + Runny nose.
- + Head lice.



Snacks and Lunches

It is recommended that all food items sent to school for a snack or for lunch are balanced and nutritious. We are a “allergy aware” school and everyone is asked to refrain from bringing peanuts to school due to students with severe anaphylactic reactions.

Drinks in the Classroom

Students are encouraged to bring a named water bottle (no juice or cordial please) into class to have a drink when necessary to stay hydrated.

Head Lice

Head lice are extremely contagious. If a student is found to have head lice or nits, a parent or guardian will be contacted to pick the student up from school.

Medication

In accordance with school policy, staff cannot administer medication. If your child is on antibiotics or other medication he/she should remain at home while unwell or contagious. If your child is well enough to return to school but is completing a course of medication you will need to complete the required paperwork to enable medication to be administered. Please remember that the best place for children who are unwell is at home. Children cannot have medication of any kind in their bags (eg cough medicine, cough lollies, etc).

Parents of children who suffer from asthma will be given an Action Plan form at the beginning of the year. This is to be completed and returned to Administration.

Parents of children who are on any other regular preventative medication need to discuss the management of your child’s needs with Administration.

Communicable Diseases

The information below has been taken from the Health Department's Communicable Diseases booklet.

Chicken Pox

Transmission: Airborne or droplet; direct or indirect contact with the fluid from a vesicle of an infected person. Once the scabs are dry they are no longer infectious.

Incubation Period: 13 to 17 days.

Period of Communicability: From 2 days before rash until vesicles have formed crusts.

Exclusion: Exclude until at least 5 days after the eruption first appears. Some remaining scabs do not justify exclusion.

Contacts: Any child with an immune deficiency (eg leukaemia); or receiving chemotherapy; should be excluded for their own protection.

Conjunctivitis

Transmission: Direct or indirect contact with secretion from infected eyes.

Incubation Period: 1 to 3 days.

Period of Communicability: While eye discharge is present.

Exclusion: Exclude until discharge from eyes has ceased.

Contacts: Not excluded

Diarrhoea, eg *Campylobacter*, *Giardia*, *Rotavirus*, *Salmonella*, *Shigella*

Transmission: Many modes of transmission, depending on causative organism, usually through contaminated hands, food or drink, faecal-oral.

Incubation Period: Hours to days.

Period of Communicability: Days to weeks.

Exclusion: Exclude until diarrhoea has ceased for 24 hours.

Contacts: Not excluded.

Head Lice

Transmission: Head-to-head contact with an infested person.

Incubation Period: The eggs usually hatch in 7 to 10 days. Once hatched the lice are capable of laying eggs in 10 days.

Period of Communicability: Until lice and nits (eggs) are killed.

Exclusion: Until after treatment has commenced and live lice removed.

Contacts: Not excluded.



Impetigo (School Sores)

Transmission: Direct contact with skin lesions.

Incubation Period: 4 to 10 days.

Period of Communicability: As long as there is discharge from untreated lesions.

Exclusion: Exclude for 24 hours after antibiotic treatment commenced. Lesions on exposed skin surfaces should be covered with a waterproof dressing

Contacts: Not excluded.

Influenza

Transmission: Airborne or droplet.

Incubation Period: 1 to 4 days.

Period of Communicability: Usually 1 day before onset of symptoms until 7 days after.

Exclusion: Until symptoms resolved.

Contacts: Not excluded.

Measles

Transmission: Airborne or droplet.

Incubation Period: 8 to 14 days (usually 10 days).

Period of Communicability: About 4 days before to 4 days after rash appears.

Exclusion: Exclude for at least 4 days after onset of rash, in consultation with public health unit staff.

Contacts: Do not exclude vaccinated or previously infected contacts. Susceptible contacts should be excluded until 14 days after the onset of the rash in the last case occurring at a facility. If susceptible contacts are vaccinated with MMR within 72 hours of their first contact with the first case, or Immunoglobulin within 6 days of exposure, then they may return to school following vaccination. Contact management will be coordinated by public health unit staff.

Immunisation: Measles/mumps/rubella vaccine is recommended at 12 months and 4 years.

Meningococcal Disease

Transmission: Airborne or droplet.

Incubation Period: 1 to 4 days.

Period of Communicability: Until *N. meningitis* bacteria are no longer present in nasal and throat secretions.

Exclusion: Exclude until antibiotic treatment has been completed.

Contacts: Do not exclude. Contact management will be coordinated by Department of Health staff.



Mumps

Transmission: Airborne or droplet: direct contact with saliva from an infected person.

Incubation Period: 12 to 25 days (usually 16-18 days).

Period of Communicability: About 6 days before to 9 days after the onset of salivary gland swelling.

Exclusion: Exclude for 9 days after onset of symptoms.

Contacts: Do not exclude.

Immunisation: Measles/mumps/rubella vaccine is recommended at 12 months and 4 years.

Ringworm / Tinea

Transmission: Skin-to-skin contact with an infected person, infected animals or contaminated articles.

Incubation Period: Varies with the site of infection.

Period of Communicability: As long as lesions are present.

Exclusion: Exclude until person has received anti fungal treatment for 24 hours.

Rubella, German Measles

Transmission: Airborne or droplet; direct contact with contaminated nose or throat secretions, mother-to-foetus.

Incubation Period: 14 to 21 days. Usually 17 days.

Period of Communicability: From 7 days before to at least 4 days after the onset of the rash.

Exclusion: Exclude for 4 days after onset of rash.

Contacts: Not excluded. Refer pregnant contacts to their doctor.

Immunisation: Measles/mumps/rubella vaccine is recommended at 12 months and 4 years.

Scabies (Itch Mite)

Transmission: Skin-to-skin contact with infested person or contact with infested clothing, towels or bedding.

Incubation Period: 2 to 6 weeks before onset of itching if not previously infected. Those individuals who have been previously infected may develop itch 1-4 days after re-exposure.

Period of Communicability: Until mites and eggs are destroyed.

Exclusion: Exclude until the day after treatment has commenced.

Contacts: Not excluded. Family contacts should be treated.

FOR THE MEDICAL SAFETY OF ALL CHILDREN, PLEASE NOTIFY TEACHER IMMEDIATELY IF YOUR CHILD HAS A CONTAGIOUS DISEASE.



Useful Junk Items

Kindergarten activities utilise a wide range of household items. The classroom teacher may send out requests for some of the following items throughout the school year.

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|---|------------------------------------|
| Washed ice cream containers with lids | Cake tins |
| Washed margarine and yoghurt containers | Tin cans |
| Patty pans | Velcro |
| Computer print-out paper | Corrugated paper/cardboard |
| Confetti | Cardboard tubes (not toilet rolls) |
| Knitting wool | Buttons |
| Cotton reels | Cardboard |
| Fabric scraps, lace, ribbon or felt | Costume jewellery |
| Big jars with lids | Easter-egg wrappers |
| Dress-up clothes, shoes, hats, handbags | Egg cartons |
| Aluminium foil | Foam scraps |
| Wood shavings / sawdust | Paper/plastic cups, plates, etc |
| Balloons | Pipe cleaners |
| Beads | Ribbon, rickrack |
| Boxes (cereal, tissue, toothpaste etc) | Sandpaper |
| Bottles (plastic) | Scarves |
| Cards | Sea shells |
| Carpet squares | Shoeboxes |
| Cellophane | Sponges |
| Wrapping paper | |

