



Transition Handbook 2020

General School Information

Principal

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Teachers

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School Facebook:

[Alawa Primary School](#)

Welcome from the Principal

Greetings to Parents



Transition is an essential part of the school system. We hope this booklet will help you understand how we can all work together to give your child a good foundation for future school years.

It is our belief that you are a critical part of your child's education at school. You are your child's first teacher and I encourage you to continue the next part of the learning journey with the school. We believe in an open door policy and encourage you to be curious about what is happening in the school environment. There are many ways you can be involved in the school, including attending and being part of School Council, helping out with the occasional working bees, fundraising and assisting in many different ways in the classrooms. Parents can assist in the classroom by listening to reading, sewing or helping make resources. I would encourage you to get to know your child's teacher. Feel free to make an appointment to see them or stop by as you drop your child off to school.

The school has a 'no tolerance' policy for bullying and harassment. There is an expectation that all staff and students respect the rights of others at all times. We encourage your support in this policy.

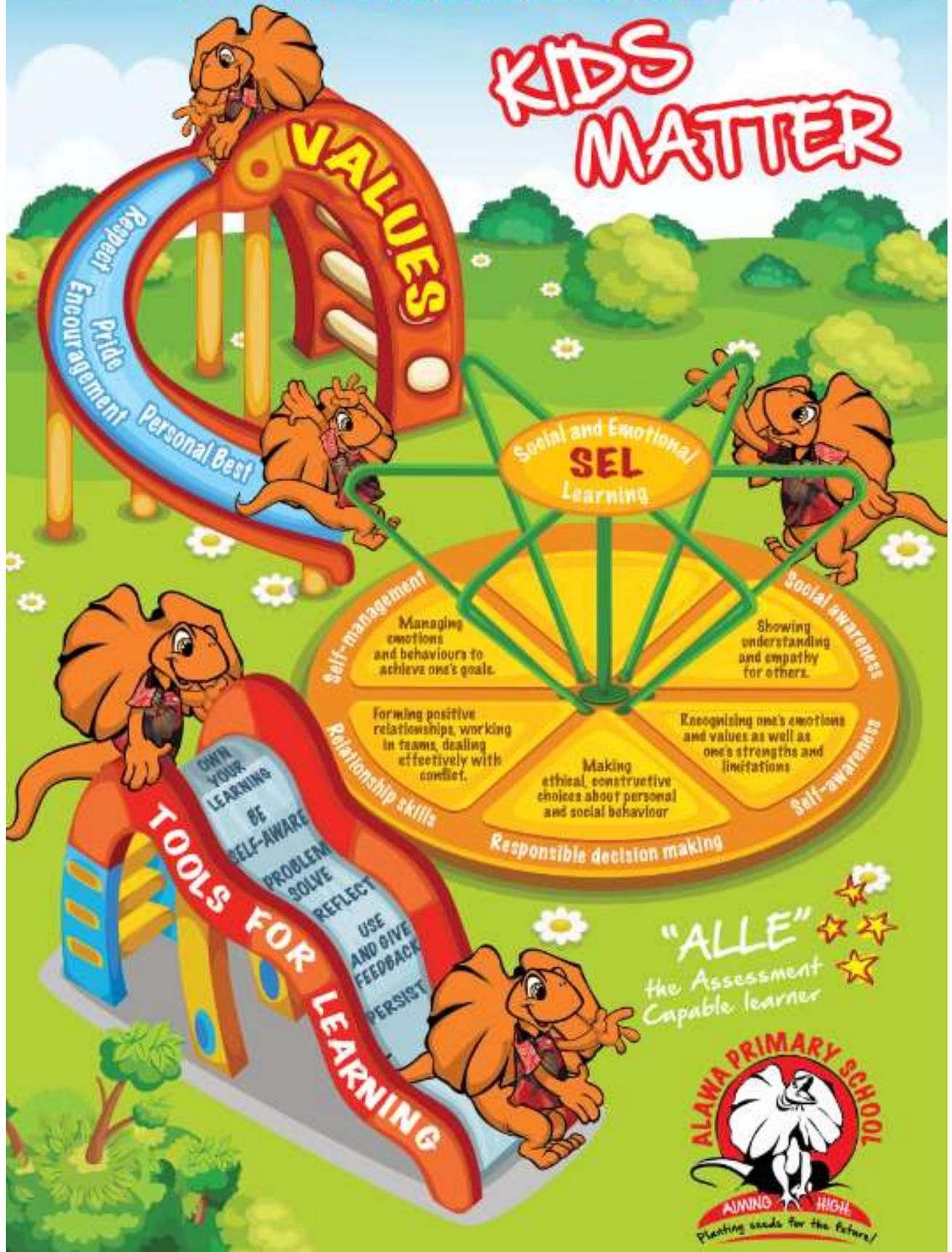
I look forward to working with you and your family over the coming year.

A handwritten signature in black ink that reads "S. Cartwright".

Sandy Cartwright
Principal

ALAWA PRIMARY SCHOOL

KIDS MATTER



School Wide Positive Behaviour and Wellbeing – The Alawa Way

Alawa follows a whole school positive focus that aims at enhancing student's skills, knowledge and capacity. The School Values; *respect, encouragement, pride* and *personal best* reinforce the expectations for all children, staff and parents. Children receive Merit Awards for their efforts to apply these at Assemblies throughout the year.



Once the children receive 10 merit awards they hand them in at school to receive an Alawa Honour Award at the School Assembly. This is also put into the newsletter prior to the assembly.

The Alawa Well Being and Behaviour Management Plan is displayed in each teaching space and teachers will have a consistent use of strategies and classification of behaviour incidents [minor or major].

Entrance Requirements

In 2020, children who turn 5 years of age before 30 June can begin Transition at the start of the school year. Usually children have developed a good foundation in preschool and enter Transition with a strong knowledge of school routines, people and expectations. Some children may need to spend longer in preschool to ensure that their school journey is comfortable and they are confident about learning.

If your child is new to Alawa you will need to fill in enrolment forms that are available at the main office of the school and supply a copy of:

- The child's original birth certificate or immigration papers
- Record of up-to-date immunisation from health clinic or doctor
- A contact phone number for a parent or guardian is to be included when enrolling your child

If your child is continuing on from Alawa Preschool into Transition you only need to notify the school.

The education of each individual is a mutual responsibility shared by the student, home, school, community and society. Alawa Primary School is committed to fulfilling its share of the responsibility by providing appropriate learning opportunities which will encourage all students to grow intellectually, socially, physically and emotionally toward full development of their potential.

Session Times and Food Requirements

Classes: 8:30 - 10:30am

Recess: 10:30 – 10:55am [children bring food from home or order from the canteen]

Muster: 10:55am each day

Classes: 11:00 – 1:00pm

Fruit Break: Children bring a piece of cut up fruit as a brain break and energy boost throughout the middle session.

Lunch – supervised eating time: 1:00 - 1:10pm [from home or order]

Lunch playtime: 1:10-1:40pm

Muster: 1:40pm

Classes: 1:50 – 2:50pm

Teachers are on duty 30 minutes before the first bell in the playground and 30 minutes after last bell at the front of the school. The School is unable to accept responsibility for children in the school grounds before 8:00am and after 3:20pm.



Some children attend outside after school care with Brat Pack NT. Children wait at the front office and are supervised until the Brat Pack NT bus arrives. They are picked up and taken to their Malak campus. For more information about this service, please see <http://thebratpacknt.com.au/>

Alternatively, Jingili After School Care offer a pickup service from our school at the end of the school day. They can be contacted for further information either by email jingilioshc@hotmail.com or by phoning the Director on 0401 076 240.

At school we promote healthy eating in our cafe and with the children's packed lunches. Please contact your class teacher for healthy lunch ideas. Items may be purchased from the cafe for recess or lunch. Cafe lists are available from the front office or on our school website. Online ordering is also available and is by far the most convenient method for students and parents. <https://quickcliq.com.au/>

Further information is available in the school newsletter and at the front office.

What to Wear



Alawa Primary School has a compulsory uniform which includes a red school shirt or a house colour shirt [Fridays only] and plain black shorts, or a dress for girls, closed in shoes and a bucket hat. Children wear school uniforms each day.

There is a wide selection for you to choose from. These include polo shirts with a logo on them, dresses, shorts, and hats, which are available for purchase through the front office of the school. We also have Alawa sport shirts for sale in the house colours yellow [Goyder], green

[Manton] and blue [Finnis]. Children must have a bucket hat to play outside and they must wear closed in shoes to school each day. Children who don't have appropriate footwear or a hat will not be permitted to play and will have to sit in the 'no play' line outside the office.

Curriculum at Alawa

Alawa teachers follow the Early Year's Learning Framework and the Australian Curriculum to inform all teaching and learning experiences.

We teach Victorian Modern Cursive Handwriting. When practising with your child please use lowercase letters [except when capitals are normally used]. If children write with capitals it is confusing for them when we try to teach them to use lowercase letters.

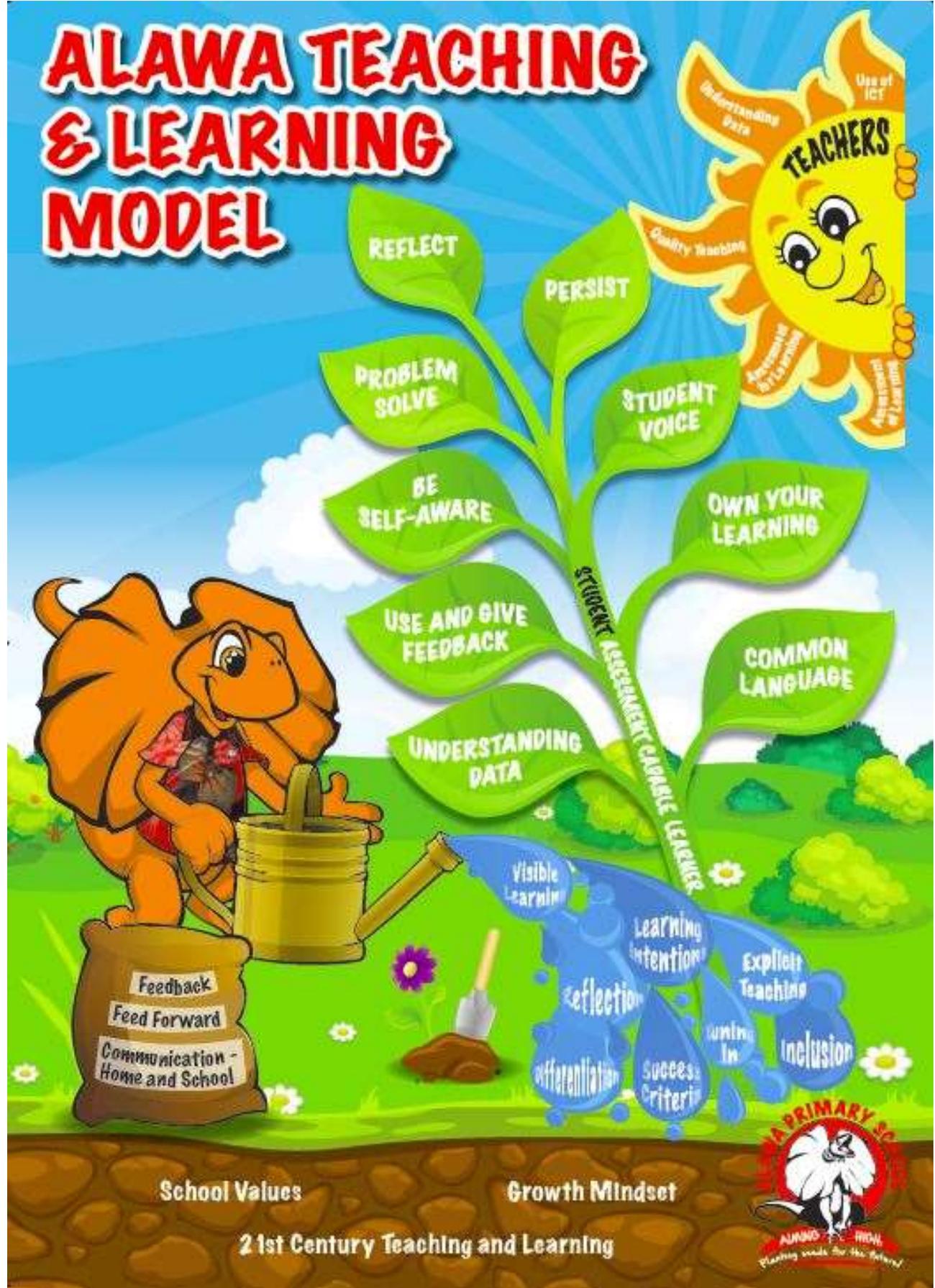
The Importance of Play

It has been proven and advocated by Early Childhood Australia that children in the Early Years learn best through play. The National Quality Standards and the Early Years Learning Framework also reinforce this.

Through play-based learning we aim to educate and assist your child, through catering for their needs socially, emotionally, physically and cognitively. At Alawa we run a play-based learning program called 'Investigations' which carefully plans for play, encouraging literacy, numeracy, physical, oral language, social and emotional development. It also links the children's interests and abilities closely to the learning to put the child in the centre of the curriculum. This is then linked contextually to explicit teaching sessions.



ALAWA TEACHING & LEARNING MODEL



Becoming an Assessment Capable Learner at Alawa (ACL)



Literacy Rotations

Children work in small groups to develop their reading, phonological awareness, letter/sound knowledge and writing skills. Groups are based on children's development and activities are individualised based on the needs of each child. Activities vary throughout the year as children progress in their learning. Parent volunteers are most welcome.

Home Reading

In Term 1 the children will bring a picture story book home each day to share with you. We encourage you to read the story together, discuss the story and enjoy it as a family. Reading books will be sent home and changed daily, beginning in Term 2. These books should not be difficult for your child, as this should just be an enjoyable practice. We also suggest you continue to read picture story books with them as well to encourage a love of literature.

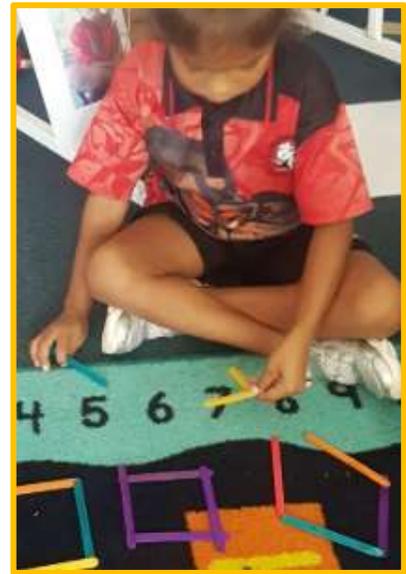


Children will be borrowing weekly from the library when they bring a library bag. If you would like to volunteer your time to read with children and change their readers, please let us know.

Meaningful Maths

Meaningful Maths is a whole school maths program. All children participate in a one hour maths session each day.

- ▶ Children are taught in smaller groups
- ▶ Greater emphasis on developing mental strategies
- ▶ Discussion [student voice] is encouraged
- ▶ Teachers question for thinking
- ▶ Children record their Maths in a variety of ways
- ▶ Less use of text books
- ▶ Teachers and children use a variety of equipment



Transition Helps Your Child

Transition activities aim to develop the foundation of attitudes to learning, study habits and early literacy and numeracy skills. During Transition children progress toward:

- Developing early reading skills such as learning letter sound association and simple sight words.
- Developing early mathematical skills.
- Working and playing together.
- Listening to and following directions.
- Sharing and taking turns.
- Listening quietly when others are talking.
- Cultivating ease and self-confidence in talking before the group.
- Accepting responsibility, to take care of equipment and materials, and assisting with housekeeping duties.
- Finding joy in creative play.
- Enjoying stories, poems and nursery rhymes.
- Understanding safety rules and their importance.
- Linking home knowledge to school learning.



Alawa Farm

The Stephanie Alexander Kitchen, Garden and Farm program teaches children about the importance of healthy living, connects them to the natural environment and provides an

excellent opportunity for children to take responsibility for developing sustainable practices for our wellbeing and survival.



The children engage in hands-on, real-life learning experiences so they can develop an appreciation for fresh, seasonal, nutritious food; healthy eating and lifestyle habits; and scientific understandings from an early age. Early Childhood students [including Transition] participate in this program through weekly visits to the garden and farm.

Perceptual Motor Program [PMP]

Children will participate in a Perceptual Motor Program twice each week. Perceptual motor is taught in a rotational format with students moving through activities that target their fundamental movement skills, fine-motor and literacy. Children who participate in perceptual motor develop better coordination, greater body awareness, stronger intellectual skills, and a more positive self-image.

Swimming

Children in the Early Years at Alawa will participate in swimming lessons delivered by Royal Life swimming instructors. The swimming program occurs in Term 4 of each year and runs for 8 weeks with children participating in one 40-minute lesson a week for the first 8 weeks of the term. This is an additional cost to the children's education and will be communicated in Term 3.



Library

Children will participate in library lessons once a week where they will borrow a library book. Children should bring a library bag to school for use. Your child will not be able to borrow new books while they still have old books at home.

Excursions and Visiting Performers

Excursions and visiting performers broaden your child's experience in general and/or bring 'learning to life' with hands on experiences. Whilst these activities are not compulsory, it is strongly recommended that the children participate as the teacher usually plans related activities either before or after the experience. A small cost may be incurred.



Please note that written parental permission is sought for any excursion and there is a standard form that is sent home. It may be a good idea to have your doctor's details and child's Medicare number on hand. Parental assistance is always appreciated at all excursions.

Assembly

Assemblies are held every second Friday at 8.40am. They are held in weeks 2,4,6,8 and 10 of each term. Parents and family are most welcome to attend assemblies. Classes take it in turn to host the Assembly. The class who hosts the assembly invites parents to stay for morning tea after the assembly for a short time to chat with the teacher and Principal. Honour awards are distributed at assemblies and listed in the newsletter the few days prior to the Assembly.



School Attendance

It is a requirement of the NT Department of Education that students attend school every day and on time. At Alawa we have developed an attendance initiative that encourages all students to attend school each day and to wear school uniform. Children need to arrive on time and come to school five days. Alawa has a 90% attendance goal for each student. Notes will be sent home for absences, recurring lateness and incorrect school uniforms. Please notify the school as early as possible if your child is away from school.

Communication with Teachers

Class Dojo is the way we communicate with parents about what is happening in our classroom. It is how we celebrate and share student learning and encourage positive student behaviour. It is by far the most convenient method of written communication as you can send messages directly to your child's teacher from your phone or device. The classroom teacher will provide you with information at the beginning of the year on how to join and be involved.



Our school newsletter is sent home every Tuesday afternoon either by email link, through the Skoolbag App or hard copy or it can be found on the school's website. School news and information will also be communicated to you through our school Facebook page, Skoolbag app and the electronic noticeboard at the front of the school.

If there is a serious matter you wish to discuss please ring the school and make an appointment with the classroom teacher. Otherwise pop in for a chat as we love to share the learning experience with you.

When to Keep your Child at Home

There are times when children should stay home. If your child is kept home due to illness, please ring the school to inform staff. Each child's attendance is marked daily. While regular attendance is strongly encouraged, if a child is ill, that child needs to stay at home.

In the event of a case of nits in the classroom, a note will be sent home with each child. Children are expected to have their hair checked and if needed, treated before returning to school. Similarly, if a child has allergies, the school must be informed and appropriate medical protocols discussed with both the classroom teacher and first aid staff in the school.

Safety

Children in the Early Years of school should practise and discuss the following safety procedures with parents. For your child's safety, as well as for the safety of others, it is recommended your child knows:

- His/her full name, address and telephone number.
- The safest and shortest route to and from school.
- That he/she is expected to go directly home after school.
- That he/she should look both ways when crossing the road.
- That he/she should hold an adult or carers hand when crossing the road.
- That he/she should watch for cars turning the corner.
- That he/she is to accept no rides or go anywhere with strangers.
- What he/she is to do if he/she is lost?
- The dangers of playing in the street, around fires, or where construction is going on.
- That he/she should NOT arrive on the school grounds before 8am, if he/she walks to school or rides a bike.

What Children Need to Bring and Helpful Hints

Children need;

- A backpack, or any appropriate bag for your child to carry his/her work and other items to and from school.
- A bucket hat (Clearly mark all clothing and belongings with your child's name)
- A water bottle at school each day. Children will keep their water bottles in the classroom for easy access throughout the day.
- Spare change of clothes (in case of accidents).
- Have closed in shoes that they can be put on unassisted. No thongs or crocs please. Shoes with laces should only be worn if your child can tie them without assistance.



Children in Transition will also be encouraged to bring along a library bag for home library books and school readers. Transition children may borrow a book from the library during their weekly lesson. Please make sure your child looks after our library books.

There are a few ways you can help your child have a successful first year at school.

- Plan and talk about Transition as a happy place. Encourage him/her in doing new things and having new experiences.
- Show sincere interest in the things he/she brings home from school. It will help develop respect for his/her work.
- Pack lunch boxes (and an extra piece of fruit which must be cut into pieces, if needed, for fruit break) with your child. Talk about what may be eaten for fruit break, recess and lunch. At the end of the day, unpack lunch boxes with your child so it gives you an opportunity to discuss why certain foods weren't eaten.
- Get your child in the habit of packing and checking their bag at night. Ask him/her to locate their home reading book, their water bottle, hat etc. This makes it the child's responsibility.

Children Will Learn Best When...

- ◆ They feel confident because of previous experiences of success.
- ◆ They are expected to learn.
- ◆ Their natural curiosity is aroused.
- ◆ They are active and involved – discovering, solving problems, explaining what they are doing.
- ◆ They feel safe and they feel challenged.
- ◆ They go to school every day.
- ◆ They are mature enough to master the task.
- ◆ The task is interesting and makes sense.
- ◆ They have the opportunity to observe and imitate others.
- ◆ They have plenty of chance to practise.



How Parents Can Make a Good School Better...

- ◆ Make an effort to understand what the school is trying to do. If you can, express your support for its aims and the values it expresses.
- ◆ If at all possible, participate on committees and in discussion groups that consider educational issues and give opinions to the staff.
- ◆ See the school as 'your' school. Encourage your children to see it in the same way.
- ◆ Go to school activities – open days, plays, concerts, picnics, sporting functions, celebrations. Take a friend.
- ◆ Join the official parent group [school council] and look after the school's interests.
- ◆ Welcome new parents. Help them feel that they belong. Build their confidence in the school.
- ◆ Encourage your children to cooperate fully, to join in all school activities and to take pride in the buildings, the grounds and the school community as a whole.
- ◆ Let the Principal and the teachers know that you support them all the way, even if sometimes you have to be a friendly critic or a critical friend.
- ◆ The transition teachers will inform parents of times when parent helpers are needed in the classroom at various times throughout the year.

2020 School Dates

Semester 1	
Term 1	Tuesday 28 January – Thursday 9 April
<i>Term Break</i>	Tuesday 14 April – Friday 17 April Good Friday: 10 April – Easter Monday: 13 April
Term 2	Tuesday 20 April – Friday 26 June
<i>Semester Break</i>	Monday 29 June – Friday 17 July
Semester 2	
Term 3	Tuesday 20 July - Friday 25 September
<i>Term Break</i>	Monday 28 September – Friday 9 October
Term 4	Monday 12 October – Thursday 17 December

