



# APPIN PARK

# ENROLMENT HANDBOOK



**Learning  
for Living**

SCHOOL HOME  
COMMUNITY

**Appin Park Primary School**  
149 Appin Street, Wangaratta

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[www.appinparkps.vic.edu.au](http://www.appinparkps.vic.edu.au)





### **School Hours**

School commences: 9am (yard supervision & breakfast club from 8.40am)

Recess: 11am—11.30am

Lunch: 1.30pm –1.45pm (in the classroom)

Lunch recess: 1.45pm—2.15pm

School finishes: 3.15pm



### **TERM DATES 2023**

Term 1: 27 January to 6 April (students start 30 January)

Term 2: 24 April to 23 June

Term 3: 10 July to 15 September

Term 4: 2 October to 20 December

### **TERM DATES 2024**

Term 1: 29 January to 28 March (students start 30 January)

Term 2: 15 April to 28 June

Term 3: 15 July to 20 September

Term 4: 7 October to 20 December



# Welcome to Appin Park Primary School

The principal, staff and School Council welcome you to Appin Park Primary School. We are very proud of our school and its warm, friendly learning environment. We offer a comprehensive program designed to engage and motivate students so that they achieve their personal best; while also encouraging them to become confident learners who can work both independently and collaboratively. The values of Respect, Responsibility and Caring guide our behaviours, decision-making processes and our interactions with one another.

We encourage you to take advantage of opportunities to be actively involved in your child's education. As partners, we can work together to ensure your child gets the best out of their time at APPS. You may wish to become a member of our School Council and take responsibility for the management processes, assist with fundraising or in classrooms, or as a helper on excursions.

Appin Park follows the principles of the School Wide Positive Behaviour Program. All students take part in lessons via the Respectful Relationships Program, developing emotional literacy and displaying our school values of Respect, Responsibility and Caring. In 2023 we have partnered with The Resilience Project. Each week students engage in lessons based on resilience, gratitude, empathy and mindfulness.

Within our whole school curriculum, teachers work together to offer stimulating and practical learning; using one to one iPads and other digital technologies in everyday classroom tasks. Growth of student learning is celebrated across all areas of the curriculum. The curriculum plan is aligned with Victorian Curriculum expectations. It ensures smooth transitions through the school and engaging learning opportunities at each level.

Please do not hesitate to contact the school office at any time to make an appointment with the appropriate teacher or the principal should you have any questions. We look forward to getting to know you and your children.

*Fiona Carson*  
**Principal**



## Before & After School Hours Programs

Our school has partnered with an independent provider TheirCare to provide **Before, After and Holiday Care** services to our school community. The program services the children in the school from **7:00am** in the morning until **8.45am** and operates from **3:15pm** each day until **6:00pm**. During school holidays the service operates from **7:00am** until **6:00pm**.

Families wishing to use this service can visit the TheirCare website: <http://theircare.com.au/>. Families are also eligible for a Government rebate which reduces the cost per session. For further information contact **TheirCare on: 1300 072 410**.

**TheirCare** provides a stimulating and safe environment for all children and an environment where children from and enjoy their time in their program. During sessions children develop **life skills, friendships, confidence and creativity** through play.



## School Uniform

### **Uniform:**

School polo shirt  
Navy blue shorts, track pants, leggings or skirt  
School dress (blue, green & white check)  
Navy polar fleece jacket with school logo  
School shoes or runners



### **Sun Smart Policy**

Our school policy has been developed to ensure that all children attending this school are protected from skin damage caused by the harmful ultra-violet rays of the sun. In Terms 1 and 4, children who are not wearing broad rimmed or bucket hats are required to play under the covered areas. **A navy bucket style hat is provided to all Foundation students at the start of the year. All students must wear a broad brimmed or bucket hat outside during terms 1 and 4.**

### ***The purpose of wearing school uniform is to provide:-***

- Group security and identification
- Individual and collective pride in our school
- Avoid peer pressure
- Enhancement of safety

***PLEASE ENSURE ALL ARTICLES OF CLOTHING ARE NAMED***

*Uniform clothing can be purchased at Steer Co, 52 Norton St, Wangaratta*

*We often have second hand uniform items available – please ask at the office.  
Hats are also available for purchase from the office.*

## 2024 Foundation Transition Timeline

### 2023:

#### **School Tours**

School tours are conducted on request (except school holidays).

#### **Term 2 Open Morning**

An open morning will be held on Saturday 6th May, 9.30am—11am. Families are most welcome to attend to help children become familiar with the school. Follow us on Facebook for further information.

#### **Term 3**

Transition activities are not scheduled during Term 3 so your child enjoys their 4 year old kinder year to full capacity.

#### **Term 4**

All Enrolled Foundation students will have the opportunity to visit and familiarise themselves with our school during Term 4. If you feel your child needs extra visits, please contact the office to arrange this.

#### **School Transition**

Foundation Year Orientation Days are held throughout November and December. Families will be advised of these dates when they are confirmed.

### 2024:

#### **Tuesday 30th Jan**

Students commence school.

#### **Week 1– Week 4 30th Jan – 4th March**

Foundation students do not attend school on Wednesdays. This allows for children to attend a one-on-one assessment of their Literacy and Numeracy skills. A time (approximately for 1 hour) will be arranged for you to bring your child in to do this assessment with the classroom teacher. These will be held in the classroom and will give the teacher an opportunity to gain further information about your child.

#### **Week 5 Monday 4th March**

Children will commence full time this week.

### **Satchels & Class Dojo**

Each student will need to purchase a blue satchel. These are available from the school office at a cost of \$18. Newsletters and other important notices will be sent home in this satchel. It is also used as a library bag. Your child's Home Learning Book\* will also live in this satchel, and is brought to school every day.

At the start of the school year, you will receive information on how to sign up to the ClassDojo app. This messaging app allows your child's teacher to communicate with you. Whole school messages are also posted on this app for you to see.

*\*Home Learning Book. In this book will be activities that will support your child's learning, eg: simple poems to read with your child.*

## ***Foundation Program at Appin Park Primary School***

Appin Park Primary provides a well-rounded curriculum that caters for the needs of each of child.

Our school encourages:

- \* a positive approach to learning
- \* independence and confidence
- \* thinking and problem-solving skills
- \* risk taking
- \* gratitude and empathy
- \* children to identify and manage their emotions

### **English Curriculum Overview**

In Foundation, listening and speaking skills are nurtured through daily play. These “Play And Learn” (PAL) sessions also give students the opportunity to develop their social skills and provide learning opportunities through age appropriate activities. These sessions occur both inside and outside, and activities are linked with literacy and numeracy. Creativity is encouraged, and problem solving is facilitated.

Literacy skills are further developed through the shared reading of Big Books, poems, rhymes and picture story books. The letters and sounds are taught, and this knowledge forms the foundation for further growth. Through the SMART Spelling program, children learn to sound out simple words, and build a bank of common words. We value the home-school partnership that will assist your child to be a life-long reader, and encourage parents to help out in the classroom.

As children become more familiar with the letters and sounds, they are encouraged to use this knowledge to help them write down their thoughts and ideas. Formal handwriting is taught, with emphasis on correct letter formation and pencil grip.

### **Mathematics Curriculum Overview**

In Foundation, students are engaged in many hands on maths experiences which enable them to connect number names and numerals with groups of objects up to 20 and beyond. Games, activities and problems solving tasks are used to develop the concepts which will form the basis for future maths learning.

We encourage parents to be active participants in their students’ learning, as there are many daily activities involving maths, such as cooking, going shopping and singing number rhymes.

### **Emotional Intelligence at Appin Park PS**

EQ is all about emotional intelligence. Children learn how to identify and manage their feelings. In partnership with The Resilience Project, the key concepts of gratitude, empathy and mindfulness are explored and practised. EQ teaches social and emotional skills that are crucial to overcoming challenges that children face in daily life. In EQ children learn that all emotions are normal and **we** can develop strategies to react in a positive way. These social and emotional skills are embedded and practised every day at Appin Park PS, alongside our school values of respect, responsibility and caring.

## Preparing for School

It will help your child's transition to the school day if you prepare your child as well as you can, and show that you believe they will manage the new challenges. Some things you can do are:

Encourage your child to take part in transition to school activities organised by your kinder or child care centre. These may include visits to the school. Kindergarten and child care centre staff are also a good place to start if you have any questions about the readiness of your child starting school.

Take your child for a walk around the school or play on the equipment while there is no one there.

Make sure they have clothes they can manage according to the weather; that they can unwrap their lunch and that they know how to ask to go to the toilet.

Read a happy story about a child starting school, or share a positive experience about when you started school.

Plan to take your child to school on the first day. If your child is worried about starting school, ask them what would help, e.g. who should take them to school, where they want to say good-bye, what they want to do after school. Having some control over what happens, helps with fears. You might tell them what you will be doing while they are at school but don't make it too interesting!

## ***HOW CAN YOU HELP DURING THE FOUNDATION YEAR?***

Be enthusiastic, children like to be praised for their efforts.

Inform the school of any physical or emotional problem your child may be experiencing.

Check school bags daily for:

notes and circulars

lunch box, drink bottle

all clothing clearly named items that may not belong to your child.

Download our Compass App and visit our website regularly to view our fortnightly newsletter and other important events <http://www.appinparkps.vic.edu.au/>

Encourage your child by admiring, discussing and displaying the work brought home.

Realise that all children are individuals and develop in different ways and at differing rates. They should not be compared mentally, physically, socially and emotionally with other children.

Don't become over-anxious or expect too much too soon. A great deal of preliminary work must be covered before children read, write or spell.

Do not hesitate to arrange to talk to the teacher if your child is having any problems.

When teaching your child to write their name use Victorian Modern Cursive Script.



## Useful Resources

### Transition: A Positive Start to School Resource Kit

<https://www.education.vic.gov.au/parents/going-to-school/Pages/choose-enrol-school.aspx>

### Tips for Parents

<https://www.education.vic.gov.au/parents/going-to-school/Pages/get-involved-at-school.aspx>

### School readiness and children's transitions

<https://www.education.vic.gov.au/parents/going-to-school/Pages/tips-starting-school.aspx>

### Anglicare Victoria

<https://www.anglicarevic.org.au/our-services/family-and-parenting-support/>

### Kids Matters

<http://www.kidsmatter.edu.au/primary>

### Victorian Modern Cursive

<http://www.education.vic.gov.au/Documents/school/teachers/teachingresources/discipline/english/alphabetmodela.pdf>

