



HILLSIDE  
CHRISTIAN COLLEGE



# Kindergarten Handbook 2022

To knowledge, add wisdom





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## Welcome to HillSide Christian College Early Learning.

Christian education is at the heart of HillSide's operations. Therefore, the Kindergarten programme is based on best practice within the framework of a Christian worldview. HillSide is distinctly Christian in fabric and intent. The Kindergarten programme works within the College's overall vision:

*"To positively transform lives, in our school, in Jesus' name".*

In terms of our College's mission, our core business is to provide quality education to our school community, ensuring that our children are equipped with the skills, values and confidence to engage successfully in a modern world.

The aim of the Early Learning programme is to provide quality educational experiences built on the developmental learning needs of our children. These areas of development include linguistic, social, emotional, spiritual, creative, physical and cognitive growth. The curriculum is purposeful and appropriate to the child's current thinking, interests and ways of learning. It will encourage children to be independent, active problem solvers, and engaged in the learning process.

Practices in the HillSide Christian College Early Learning Centre are based upon the following principles of learning:

- The core need of all children is to know God, and to understand that they are made to live in right relationship with Him. Loving God, then loving our neighbour, are the main purposes of life, and these

commandments have been taught to us by Jesus himself;

- Children learn in different ways, which may range from dependent to independent, impulsive to reflective, cautious to adventurous, individual to group. Children need to "feel", "think" and "do" as well as "reflect";
- Children are created with different gifts and abilities. Encouraging them to identify and use their gifts will help them to develop confidence in new situations;
- Children need to experience success. Success will be more likely if children can participate at their own level of ability in challenging learning situations;
- Children respond to encouragement and recognition from peers and adults. They understand their learning processes and experience satisfaction when they evaluate their achievements;
- Language is important to learning. By thinking and talking, children make sense of their experiences and incorporate new ideas with existing knowledge;
- Motivation affects learning. Children are more likely to learn and remember when they are interested and the experience is relevant;
- Children need to explore materials and a variety of media to discover properties and relationships through trial and error;
- Children learn through their senses and develop concepts through many multisensory experiences;
- Cooperation assists children to learn from each other. When cooperative interactions are encouraged, children refine their language and thinking and develop positive relationships;
- Learning is influenced by the quality of the interactive role of the adult;
- Children need to feel safe and included, and also part of a community. This includes feeling a part of, and welcome in God's own community (the Church).

# EARLY YEARS LEARNING FRAMEWORK

HillSide's Kindergarten offers a play-based and inquiry model teaching and learning programme.

We follow the *Kindergarten Curriculum Guidelines* mandated by SCSA (School Curriculum and Standards Authority). These guidelines "draw from the key ideas and related content of the EYLF (Early Years Learning Framework) to construct curriculum to ensure that all children in Kindergarten experience quality teaching and learning."

The EYLF has the following three characteristics underpinning children's learning and development.

## Belonging

**Belonging** is integral to children's existence as it is important that children have an understanding of where and with whom they belong. Belonging recognises children's growing interdependence, the crucial importance of positive relationships and connections with family and community. Belonging is also central to the building of identity and is pivotal in children's understanding of who they are now and what they might become.

## Being

**Being** recognises the importance of the here and now in children's lives. Early childhood is a time of significant growth and development, challenges and joys, as children try to make sense of their world. It is more than just preparation for the future.

## Becoming

**Becoming** describes the swift and significant change in children's identities, knowledge, capacities and skills that are shaped across

childhood as children grow and learn. Children learn to participate actively in society.

The five areas of learning and development in the *Kindergarten Curriculum Guidelines* are based on the five outcomes of the EYLF. They are:

- **IDENTITY** - children have a strong sense of identity;
- **CONNECTING** and **CONTRIBUTING** - children are connected with and contribute to their world;
- **WELLBEING** - children have a strong sense of wellbeing;
- **LEARNING** and **THINKING** - children are confident and involved learners;
- **COMMUNICATING** - children are effective communicators.

The Early Learning programme provides children with experiences that enhance and develop their personal and interpersonal skills, spiritual attitudes and values across all learning areas. Much of the children's learning is achieved through activities based on structured play.



# KINDERGARTEN ROUTINE

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## Indoor Learning

**Spiritual development** is encouraged daily through Bible stories, singing, discussion and prayer times. Children are encouraged and supported to begin their Christian faith.

**Blocks** are interesting and challenging objects and children use them to experiment, make discoveries, find solutions, represent, and create.

**Manipulative materials** allow children to make their own discoveries and challenge them to use their initiative and imagination. Such materials include puzzles, threading materials, sorting, matching and classification materials.

**Painting** is a creative means of expression through which children can represent their impressions of events, objects or their emotions. Children delight in making discoveries about new colours, textures, patterns and designs.

**Music** in the early years allows for active involvement through singing, playing with musical instruments, moving, listening and creating.

**Dramatic role play** allows for spontaneous, self-initiated make-believe play for children which provides them with the opportunity to use new concepts and language to interact with others.

**Technology** is explored through using simple tools and materials, to investigate, take apart, assemble, invent, construct and represent ideas. Digital technologies will provide opportunities for students to develop simple skills and promote critical thinking.



## Outdoor Play

The outdoor area is an essential part of the learning environment for children. Freedom to explore and discover their capacities outdoors

enables children to solve problems and develop self-awareness and self-confidence. This is enhanced by allowing students to investigate and make discoveries within our nature playground. As children gain control over their movement and balance, they test their skills in a variety of situations. Providing for physical activity requires planning a challenging, non-competitive environment in which the children can learn.

## Morning Tea and Lunch

Children need to bring a healthy lunch and fruit, vegetables or cheese for morning tea. Suggestions include: kiwi fruit, cheese, rockmelon, watermelon, stone fruit, dried fruit, apple, orange, banana, carrot, mandarin, cucumber, and tomato. A variety is always more interesting.

**Please do not bring nuts or nut products/spreads in for morning tea or include in lunches.**

We have children in the school that are highly allergic to a variety of nuts and consequently we are an 'allergy friendly' school. Children will need to bring a labelled water bottle to school. Only water should be in the bottle. This is very important, especially during the summer months.

## Rest Time

Children will rest for half an hour after lunch. They will need to bring a clearly labelled pillow case (no pillow needed, just the pillow case) to school to use for this rest period. The pillow case will stay at school for the term, and go home for a wash during the holidays

# UNIFORM AND PERSONAL PRESENTATION

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## Uniform

Children are required to wear a uniform to ensure children are in appropriate clothing and footwear, conducive to learning and play. As per the uniform code the following is our Kindy uniform:

### Summer dress code:

- School wide brim hat with logo (to be purchased from Perm-A-Pleat Schoolwear) - \$20 \* this hat is compulsory from K-Y6 so once bought should last a student a few years.
- Plain short sleeved gold polo shirt from Best and Less.
- Plain royal blue shorts or skorts from Best and Less.
- Sneakers or sandals with Oelcro (predominately black or white), plain white socks, no dress or light up sneakers. Shoes must have ankle support.

### Winter dress code:

- School wide brim hat with logo
- Plain short sleeved gold shirt from Best and Less.
- Plain royal blue track pants from Best and Less.
- Plain royal blue jacket from Best and Less.
- Sneakers with Oelcro (predominately black or white), plain white socks. No dress or light up sneakers. Shoes must have ankle support.

Children should bring a spare uniform (change of clothes). All children's items must be clearly labelled. If your child needs to borrow clothes for any reason, the items need to be washed and returned as soon as possible. Please provide a labelled bag for any wet or soiled clothes so they can be sent home in the bag.

Although Kindergarten is a non-compulsory year, parents are advised that children should follow the standard school uniform policy and have hair cut in a neat and tidy way and, for girls, that is tied back as required. In specific regard to hair, the following styles are not suitable for Kindergarten:

- Boys with long hair and/or tails;
- Children with lines, shapes and zig zags cut into the hair;
- Hair colouring (unless there is a school event for which it is suitable).

Other points are:

- Boys are not permitted to wear piercings at all;
- Children are not to have nail polish (fingers or toes);
- Children are not to wear any makeup.

If you are not sure about the expectations for Kindergarten, please speak to your child's teacher before you make any changes to the appearance of your child.

A hat is required and we apply sunscreen on the children's faces before they play outside.

## Nature Playground Footwear

When playing in our nature playground, it is necessary for the children to wear gumboots to protect their feet. Please bring a labelled pair of gumboots to school.

Children are permitted to take their shoes off during the day. They will be removed for rest time, and when they are changing out of their gumboots. So please ensure that you send your child to school with shoes that they can easily remove, and put back on themselves. See Uniform Guidelines on College website for dress code.

## GENERAL INFORMATION

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### Kindergarten Hours

Four year old Kindergarten runs for three full days.

The days available for 2022 are:

Tuesday, Wednesday and Friday.

8.40 a.m. - 3:00 p.m.

Commencing Tuesday 1<sup>st</sup> February, 2022.

Please note: These days are determined on a year-by-year basis.

### Things to bring

- Hat
- Spare uniform (change of clothes)
- Gumboots
- Piece of fruit or vegetable for recess
- A nutritious lunch
- Water bottle that contains water (no cordial or juice)
- Pillow case (for rest times)
- Labelled bag for soiled/wet clothes

All of your child's personal items need to be clearly labelled.

### Bringing and Collecting Children

Children are to be brought to, and collected from their class by an adult.

Children are **not** to be left at their class until the classroom is open and staff is in attendance at 8.40 a.m.



### Late Arrival/Early Pick Up

Our school uses SEQTA (student management software), and part of this is an attendance system. As such, any absence, late drop off or early pick up not completed using our system results in an automatically generated email being sent home. If your child is late to school, you are picking them up early for any reason, you must go to the College office to get a late slip/sign out slip prior to going to the classroom. This ensures correct Duty-of-Care.

### Attendance/Absence

Even though Kindergarten is not a compulsory year, children are required to attend regularly to gain the full benefit from the programme. Continued non-attendance may place a child's enrolment at risk.

If you know that your child is going to be absent, or if your child has been absent, please send an email [absent@hillside.wa.edu.au](mailto:absent@hillside.wa.edu.au). If your child is going away on holiday or has an illness, please let us know and we will pray for you and support you in any other way we can.

### Parent Involvement

We warmly welcome all parents to participate in our daily programme in the morning. This is not only a great help to staff, but it is also an invaluable time to share in your child's learning. Parents are generally encouraged to become involved by undertaking tasks that may include preparing and collecting collage materials, sewing, sharing vocational expertise, and participating in the programme. Parents can provide us with valuable support by placing their name on the roster.



## Communication

The Early Learning Centre staff members are committed to nurturing strong relationships with families and the community. Parents can provide us with valuable information about their child's needs, interests and skills. It is important that we work together to establish positive relationships that enable specific learning and developmental goals, as this will ensure consistency of approach and similar strategies between home and the Early Learning Centre.

It is essential that the College has your current address, telephone, mobile numbers, email and an emergency contact person. This can be updated at any time by notifying the College office. Staff in the Kindergarten also need to be informed of any changes to pick-up arrangements (this includes children attending After School Care), medical information, or family circumstances which may affect your child.

If you need to communicate information but cannot attend school, please feel free to email the class teacher.

## Communication Book

There is a communication book which is clearly labelled and located on a table near the door. Please use this to inform us if other people are dropping off, or picking up your children. Please also verbally tell us, otherwise we will only let your child go home with you (their parents/carers).

## Medical Issues

If a student has an ongoing illness or condition, parents are responsible for informing the school. Any changes to that information are the responsibility of the parents. If a student has a condition that requires a management plan because the illness can be of a serious or chronic nature, then parents and the centre will work together to develop the plan with copies given to personnel as required. This is done at the College office.

Students are not allowed to self-administer medication. Medication will be kept in a locked store cupboard in a safe place in the classroom. If your child needs their Epipen or inhalers at school, please ensure they are provided to the College office along with their Anaphylaxis, Allergy or Asthma Plan. These will be packaged in a medical bag and provided to the teacher.

If a student has a short-term illness, the school must be informed. Staff members are able to administer medication that is required, however a *medication form* MUST be completed for staff to administer medication. This form is to be filled out at the College office.

If children are unwell, they should be kept home as contagious diseases spread quickly through a close group of children.

Students who present with signs of sickness are checked by the teacher, and a decision is then made as to whether to send the child home. Parents will be notified if their child sustains a head injury and may be sent home.

When parents and emergency contacts cannot be contacted, the Principal and/or delegate, may take the child to a doctor or hospital. If necessary, an ambulance may also be called without parental consultation if the situation requires it, at the cost to parents.

## Incursions

Throughout the year we will have incursions (visitors to the ELC) and excursions. These enhance the children's

learning experiences by providing first-hand opportunities for children to broaden their general knowledge and understanding of immediate environments, the wider community and the local neighbourhood. These are an important part of our programme. There is usually no additional cost associated with incursions and excursions as these are paid in school levies.

## Toys and Valuables

Toys or valuables should not be brought to school unless requested by the teacher, or if they are for news. Treasured toys or belongings, such as radios, devices and jewellery, should not be brought as considerable emotional upset can occur if these items are damaged or stolen. The College does not accept responsibility for these items.

## Health Nurse

The Adolescent Community Health Services provides a regular service to our school. All Kindergarten children will have a screen test. A consent form will be sent home. Please fill it in and return promptly. Please make sure you sign all correspondence.

## OSHC

There is a Before and After School service available for parents who need this facility. Please visit the College website for details regarding the Out of School Hours Care programme.

## School Photographs

These are taken once each year. There is no obligation to purchase the photographs but children should participate in the photographs so that other families can purchase them if they wish. The school asks all parents' permission with regard to using photographs and multimedia. We would ask all parents not to share photos or videos, which include other children on social media in order to respect other parents' wishes, and children's safety.

## General Information

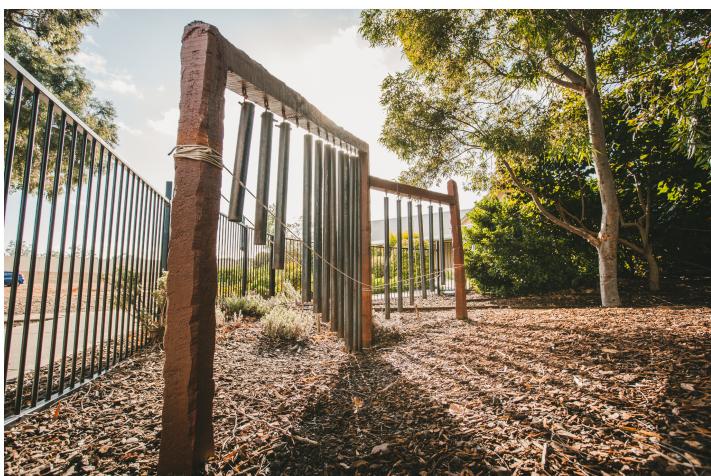
**Portfolios** - these will be brought home by the children at the end of each Semester, so that you are able to take pleasure in celebrating your child's work.

**Birthdays** - we love to celebrate birthdays so please feel free to bring in cupcakes, or something small to share (please no balloons, gifts or lolly bags). We ask that if you give out invitations that you do it discretely with parents so that staff is not involved and children do not feel excluded. Also, please check with the teacher in regard to birthday food because the school encourages healthy eating and some children have allergies and/or food sensitivities.

**Toilet training** - It is expected that your child is already fully toilet trained.

## College Policies

Most College policies are summarised in the annual Parent Handbook. This is emailed to all parents at the end of the preceding school year. This booklet outlines general operations, rules and procedures. Policies are also located on SEQTA.



## **Family Contact Details**

Please ensure that your contact details are up to date. It is vital that we have current contact details in case of an emergency.

## **College Contact Details**

Address: 336 Hawtin Road Forrestfield WA 6058

Telephone: (08) 9453 2644

Email: [admin@hillside.wa.edu.au](mailto:admin@hillside.wa.edu.au)

Absentee: [absent@hillside.wa.edu.au](mailto:absent@hillside.wa.edu.au)

Website: [www.hillside.wa.edu.au](http://www.hillside.wa.edu.au)

## **Conclusion**

This booklet is not an exhaustive document and some aspects may change from time to time. Nevertheless, it is an introduction to the HillSide school community and provides some information about what happens in the Kindergarten.

For further information, please read the College Parent Handbook 2022.

Please feel free to discuss any questions or issues with your child's teacher throughout the year.



He has shown you, O man, what is good. What does the LORD require of you, but to act justly, to love mercy, and to walk humbly with your God?

Micah 6:8



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