

Thank you for taking the time to read this.
We hope you have found it helpful and look
forward to a fruitful year ahead for you
and the children.



mumbulla School

FOR RUDOLF STEINER EDUCATION LTD.

Kindergarten Handbook



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WELCOME

A warm welcome to you all, as you join our Kindergarten with your children.

This handbook is to provide information to ensure an easy transition between home and school for the children. It also clearly outlines all that the children require for their Kindergarten day and provides general information about the structure of our Kindergarten.

Please read it carefully before your child begins Kindergarten. If you have any questions please see one of the teachers.

WORKING BEES

We endeavour to have 4 working bees a year to care for and develop our garden and play area. Parents will be asked to attend at least one each year. They are lots of fun for both the parents and the children.



Consistency in the rhythm allows the child to know what is expected of them.

Teachers model ways of resolving issues or conflicts among the children and when required, use redirection and positive guidance. This can mean a period of time spent working with or helping the teacher, until the teacher feels that the child is ready to rejoin her or his classmates. This can be done by involving the child in setting the table, preparing morning tea or doing handwork. The teacher may also join the children in play and modelling alternative play scenarios.

If difficulties are persistent, a teacher may request an interview with the parents. The adults can then assess the situation and work together to find ways to help the child express him or herself in more socially appropriate ways. Parents can be of assistance by informing the teachers of changes at home that may result in unusual behaviour by the child.

Most importantly, we want to emphasize that good communication between home and school is essential to your child's enjoyment and security.

KINDERGARTEN TIMES

Kindergarten begins at 9am every morning. If you need to drop off children earlier than 8:40am please talk to your teacher beforehand.

It is important that children arrive on time as it makes their transition into the group easier.

At drop off time you may get an opportunity to briefly share information concerning your child however if you have concerns or questions please email your teacher or make a time to meet with them.

Kindergarten ends at 3:00pm and we gather under the "Kinder waiting tree". Please let the teacher know if there are any changes in who is picking your child up.



A DAY IN THE KINDERGARTEN

8.50 - 9.00	Arrival
9.00 - 10.30	Free play (including offerings of artistic, handwork and household activities)
9.30am	Morning fruit
10.30 - 10.45	Tidy up time
10.45 - 10.55	Morning circle
10.55 - 11.15	Morning tea
11.15 - 12.15	Outside play
12.15 - 12.30	Story time
12.30 - 1.00	Lunch
1.00 - 1.30	Clean up, wash up, quiet inside play, puzzles, games etc.
1.30 - 2.00	Rest time
2.00 - 2.45	Outside play / afternoon activity
2.45 - 3.00	Fruit time, good bye songs

ABSENCE

If your child is absent please ring the Front Office by 11am in the morning. It is a requirement of the Department of Education that you provide an explanation for all absences from school.

ACCIDENTS

Any accident that occurs in the Kindergarten is recorded on an Incident Report Form. This contains details of what happened, when, any injury and the treatment given. All Kindergarten teachers have current First Aid Certificates.

Parents will be notified if their child is seriously injured at school. Notification will occur immediately if the child needs further medical attention.

POSITIVE GUIDANCE

In the Kindergarten we strive to understand the nature of the young child and create a rhythm which allows for an appropriate balance of quiet/active, whole group/small group/individual, structured activities/free play. There are periods of free play, both indoors and outside within the day.

HEALTH AND ILLNESS

Children can get quite unsettled by illness, they often don't have the ability to distinguish between not feeling well and not enjoying school and the two can become mixed for them. In addition children can take time to settle back into the routine and social group. They can be thrown by the fact that things have happened while they are away; new games have been started or a story told. Even quite small things can be disorienting. This is not uncommon so please let us know if your child is needing extra support.

After an illness, children often appear healthy in the morning but are not up to the vigorous activity of Kindergarten day.



CLOTHING

The Kindergarten is a place of active work and play. To allow the children to experience the kindergarten program in an enjoyable, open way, clothing is extremely important. Therefore, we ask that all children be dressed in clothes that allow them to move easily and which can get dirty if necessary.

It is our school policy that children must wear a broad brimmed hat outside at all times (this includes winter months as well as summer). Please find one that your child likes and is happy to wear. There is a wonderful selection of appropriate, brightly coloured hats available in the P&F Fundraising shop in the Front Office.

The following is a list of spare clothes we ask you to keep in your child's bag.

- one pair of socks
- one pair of underwear
- a shirt
- pants / skirt / shorts
- sweater
- hat
- inside shoes - a plain pair of comfortable shoes or slippers that are not slippery on cork floors
- raincoat with hood or rain hat and rubber boots

Through our work we have noted how commercial television or movie images printed on T-shirts, lunch boxes and slippers affect the imaginative play of the children. We ask that you refrain from sending your child to school with these. We prefer children to be dressed in cheerful colours, and that clothes are of a comfortable style for active play.

There is a Lost and Found property basket in the Kindergarten. Please check this regularly.



Drink bottles are not needed as we provide filtered water for the children to drink. Some children like to bring a drink for the bus, which can be left in their bag.

PARENT TEACHER INTERVIEWS

Parent teacher interviews will be held twice a year. They provide an opportunity for you, as parents, to receive information about your child's development and participation in the Kinder program. Sharing impressions, concerns and goals for the child by both parent and teacher and can deepen our understanding of the child as well as strengthen our work together. These are usually scheduled in 2nd and 4th term and booking times are at the Front Office.



Talk to your child and ask them what they prefer for school lunch. We ask them to bring home what they don't eat so you know how much they are eating, (e.g. half sandwiches, whole or uneaten fruit).

As part of our *Mumbulla School Waste Minimisation and Litter Reduction Policy* we ask that parents consider the following suggestions when packing lunches:

**REDUCE before REUSE before RECYCLE =
Minimum Waste = Most Efficient Use of Resources**

Do what is achievable.

SUGGESTIONS

- Use a reusable, named lunch box.
- Use reusable containers.
- Please avoid pre-packaged snack food.
- Please have all containers clearly labelled.



SCHOOL BAGS

It is important that children have backpacks big enough to fit in all their spare clothes, lunch etc, and that they are able to pack and unpack the bag independently and with ease.

A good test is to get your child to pack their own bag in the morning, bearing in mind they may have to shed items of clothing during the day.

The P&F Fundraising shop in the front office sells high quality Australian Made backpacks that have a 15 year warranty.



HOME TOYS

We ask that home toys be kept at home. In the Kindergarten, toys, materials and equipment belong to everyone. For this reason it can cause problems when children bring things to school. Please support your child in leaving toys and special belongings at home. Children can become quite distressed when beloved little friends are lost or broken.

If children need to bring something to Kindergarten, maybe something could be brought for all the children to share e.g. a bunch of flowers for the nature table or shells found at the beach.

Sometimes, some of our Kindergarten toys or precious little objects, are loved so much that a child can't part with them and they get taken home. If you find such toys at home, please return them.



MEAL TIMES

A simple blessing is sung or said before meal times.

For the Golden Corn and the apples on the tree
For the milk and butter and honey from the bees
For fruits and nuts and berries we find along the way
We sing our praise and give our thanks
Everyday

MORNING TEA

As part of our morning activities we prepare morning tea to share. This can include bread baking, rice balls or biscuits. If your child has any special dietary needs please let their teacher know and include this information on your annual medical forms.

We also share fruit at morning tea and afternoon fruit time. The children are to bring two pieces of fruit each day to be put in the fruit basket on arrival. These are cut and shared at morning and afternoon tea.

LUNCH

Children need to bring a packed lunch. We suggest a sandwich or roll, left overs from dinner, carrot/celery sticks or a wholesome slice. We especially ask that no commercial packets (e.g. muesli bars, roll ups, chips etc.) sweets or juice boxes are brought.