



Dakabin State School
Sheaves Road, Kallangur QLD 4503
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www.dakabinss.eq.edu.au



Achievement

Respect

Resilience

Wellbeing

Community



Step up to PREP

Information Booklet



Prep 2024

Welcome to Dakabin State School and thank you for choosing our school for your child's education. Our committed and experienced teaching and non-teaching staff work conscientiously to assist our students to maximise their learning in a safe and friendly environment. We look forward to sharing many happy times with your family as we work together to provide the best possible learning opportunities for your child and ensure a smooth transition into the school environment.

Operating Hours

The Prep day operates the same as the rest of the school, and students are expected to attend each day from Monday to Friday. Our school day starts at 8:30am and finishes at 2:30pm.

You can contact the school on Ph 3491 5222 or email: enrolment@dakabinss.eq.edu.au

About Prep

Our Prep year is a new learning environment with exciting things to do, see, touch and experience. Your child will find friends to share with and teachers who respect them as capable and competent learners. We aim to create a relaxed, secure and supportive environment where children are encouraged to investigate and explore to their individual potential. The Prep program is guided by the Australian Curriculum and provides the foundation for your child's success at school by developing:

- a positive approach to learning
- independence and confidence
- thinking and problem-solving skills
- language skills
- early literacy and numeracy
- physical abilities, including gross and fine motor skills.

The curriculum provides opportunities for children to engage in age appropriate pedagogies for learning on a daily basis through:

- play
- real-life situations and investigations
- routines and transitions
- appropriate focused learning situations,



Prep students also participate in specialist lessons of physical education and music each week. Everything your child does within our school has a purpose for learning. If you have any questions or concerns, please don't hesitate to talk to us.

Daily Routine

At the beginning of each day, parents/carers will wait outside the office with the students until the teacher/teacher aide arrives, duty starts at 8am. The students will walk down to the classroom with the teacher/teacher aide. This arrangement may change as students develop independence.

When children come into the classroom, they are expected to be responsible for their own belongings. Please encourage your child to follow the routine outlined by their teacher.

The routine may include:

- putting their bag on to the bag racks
- bringing in their lunch and water bottle
- going to the toilet
- doing a set table top activity
- moving to the carpeted area while they wait for the teacher to start

8:30 - 10:30	Learning session
10:30 – 10:55	Play Break
10:55 - 11:10	Eating break
11:10 - 1:10	Learning session
1:10 - 1:30	Play Break
1:30 - 1:40	Eating break
1:40 - 2:30	Learning Session



N.B. During the longer learning sessions, teachers will allocate a time for students to have a **Crunch and Sip** break. During this time students will have a drink of water and a piece of fruit or vegetables from their lunch box. We encourage students to eat sandwiches or equivalents during their first eating break.

Students who arrive after the school bell in the morning are required to attend the school office to collect a Late Slip before going to class.

At the end of each day, the Prep students are collected from the front of the school outside the office. First day/week arrangements will be clarified by classroom teachers.

Parents/carers of students who need to be collected early will need to come to the office to sign them out before collecting them.

Please notify us if someone different will be collecting your child from school. School finishes at 2:30pm. If you know that you are going to be late, please contact the school office and notify them of your delay.

Students who attend YMCA for after school care, will be collected by one of their staff members.

What to wear

At Dakabin State School our Prep children wear the full school uniform which can be purchased from the school uniform shop.

The school has four sports houses and students also have the option of wearing their sports shirt to school.

Kookaburras – green Magpies – maroon Eagles – blue Lorikeets – red

In anticipation of accidents, we ask you to leave a marked plastic bag containing spare clothes (including underwear and socks) in school bags. Please remember to label each piece of clothing.

Black school shoes or sneakers are to be worn with the school uniform.

Class requirements

A book list will be emailed prior to school starting. Please ensure books are named. Stationery such as pencils, glue sticks, crayons and erasers do NOT need to be named. Each day your child will need:

- school bag
- broad brimmed hat for outdoor play. (Hats may be kept at school.)
- fruit / veggies for crunch and sip
- lunch box including sandwich and snacks (include cooler bricks)
- water bottle
- spare set of clothes and underwear to be kept in school bags.

Names and labels

As young children often do not recognise their own belongings, we cannot emphasise enough the need to **label absolutely everything** – bags, shoes, lunch boxes, hats, library bags, books and clothing.

Sun Safety Policy

The outdoor learning environment is perfect for children to explore their large muscle skills, e.g. running, climbing and hopping. It also promotes body strength, balance, coordination, and supports growth in thinking processes and social learning.

We are very conscious of sun safety at our school and recommend that you apply sunscreen prior to your child's arrival at school. Students **MUST** have a broad brimmed hat to be able to play and do outdoor activities. These are available for purchase from the uniform shop.



We strongly adhere to
the school rule,
NO HAT, NO PLAY



Illness and Absences

We advise parents/carers to keep children at home if they are unwell. Remember that a sick child is better at home with his/her parents rather than at school feeling unhappy and spreading germs to other children. Please advise the office each day that your child will be absent from school by calling the absence line telephone: 3491 5260 or sending an email: admin@dakabinss.eq.edu.au. Education QLD now requires all schools to notify parents of any unexplained absences via SMS the same day.

If your child becomes ill at Prep, care will be overseen in the sick bay, and you will be contacted as soon as possible. If you are uncontactable, the school administration staff will phone your emergency contact person to collect the child from sick bay.

Medication

It is reasonable to expect parents/caregivers to undertake the following in relation to the administration of medication and/or management of health conditions:

- Attend the school office to complete appropriate paper work to enable the school to administer prescribed medication.
- Provide copies of completed action plans to assist in the management of health conditions (eg. asthma).
- Provide the medication in the **original pharmacy labelled** container to the nominated staff member at the administration office. The **only** medication that can be administered at school must be **prescribed by a medical practitioner**, not a pharmacist.
- Ensure the medication is not out of date and has an original pharmacy label with the doctor's name, student's name, dosage and time to be taken.
- Advise the school in writing and collect the medication when it is no longer required at school.

Excursions/Incursions

Educational excursions/incursions may mean a change from the normal school day routine. We will let you know in advance about these occasions.

Treasures from home

Toys and trinkets from home very often become lost or broken at school, so it saves a lot of time and heartache if these are left at home.

Any toys that find their way to school will be cared for by the teacher. Staff will not assume responsibility for any loss or breakage.

Birthdays and other celebrations

Everyone loves a birthday and other special celebrations, as these are wonderful ways to build understanding about each other. If you would like to send something for the class to share, we have found that **zooper doopers** are the most ideal and fair way for children to share their special event with their friends. Please contact the school office if you have any questions regarding birthday celebrations.

Communication

School information: School newsletters and notes will be sent out via Eflash messaging (to your designated email address) informing you about events happening in and around the school community. Please regularly check the school Facebook page and your emails for any information about school events and activities.

Sharing information: Events in family life, such as illness, new babies and visitors can be a prime source of excitement or concern for young children, and so affect their behaviour at home and/or at school. It is important for the home and school to share information that may affect children, and we would appreciate it if parents could keep us informed.

Please feel free to discuss any problems or queries with your teacher that you may have about your child's progress, the school or the program. Teachers' will provide details about their preferred contact method.

Parental Involvement

As parents, you play a vital role in the education of your children and therefore, we welcome you to become involved in our classroom.

You can help by:

- Visiting the classroom and joining in the program as per teacher's discretion
- Discussing any problems or concerns with the teacher
- Offering to share hobbies, interests, ideas and any special expertise
- Collecting any materials needed eg boxes, ribbon, craft materials, magazines
- Doing any small jobs at home e.g. cutting, gluing.

***WE ARE SO LOOKING FORWARD TO WELCOMING YOU INTO OUR
DAKABIN STATE SCHOOL FAMILY!***



Achievement



Respect



Resilience



Wellbeing



Community

First day of prep is Monday 22nd January 2024

STEP UP TO PREP 2024

It is very important for us to ensure your child has a smooth transition to Prep. At Dakabin we use a range of strategies to assist us in getting to know our Prep students before they come to school. We also offer a range of experiences to assist students to become familiar with the school setting before starting Prep.

ENROLMENT PACKAGES

Packages can be emailed or collected from the school office. These packs include all of the paper work that needs to be completed for enrolment. As part enrolment, a copy of your child's birth certificate and proof of your address in our catchment will need to be provided (ie: copy of lease or rates notice, or other utilities invoice)..

PREP OPEN DAY

Prep Open Day is a great chance to visit our school and see what we have to offer. Enrolment packages will be available on the day. This year's Open Day will be held on **Saturday 17th June, 2024, 10am – 11:30am.**

PREP ENROLMENT INTERVIEWS

Starting in **Term 3**, students will come to school for a play-based interview with one of our Prep teachers. During this time, parents will meet with a staff member to contribute information regarding their child. Interviews will be conducted on **Wednesdays 2nd, 9th, 16th August** and **Thursdays 3rd, 10th, 17th August.** Please contact the school to book an interview time: **Telephone 3491 5222**

TRANSITION SESSIONS

In **term 4**, students will participate in a variety of activities with our staff over a period of 4 weeks, with students attending **each week** on a Wednesday afternoon. It is hoped that students will attend all of these sessions to assist in their smooth transition into school. The transition sessions will be held 1:30-2:15pm on **11th, 18th, 25th October and 1st November.** A schedule for these sessions will be given out at enrolment interviews.

PARENT INFORMATION SESSIONS

These sessions will coincide with the transition afternoons in **term 4** and will assist parents in preparing their child for school. Parent information sessions will be held 1:30-2:15pm on **11th, 18th, 25th October and 1st November.** A schedule for these sessions will be given out at enrolment interviews.

STEP UP TO PREP DAY

On Tuesday 5th December, students will come to school to meet their class teacher and participate in an activity in their prep classroom. Parents will have the opportunity to meet other parents and enjoy a showcase of our school during this time. On this day, students will receive a sample bag with some resources to use at home to be ready for school. Times for Step Up Day are to be advised later in term 4.

