

# Happy Valley State School



## Prep Information Booklet



## Welcome

We would like to warmly welcome all students and families to Prep at Happy Valley State School! We have a great team here at Happy Valley and are very excited to have you join us.

Please read through the following information booklet and do not hesitate to contact us if you have any questions.

We believe that children:

- Are unique individuals with different needs, interests and abilities
- Are physically active, enthusiastic, creative, curious and social learners
- Develop holistically and at different rates and that sequences of development can vary from child to child
- Begin Prep with prior knowledge, values and experiences
- Explore ideas in meaningful contexts
- Should be encouraged to try new things

## Academic Goals in Prep

The Happy Valley Prep program is aligned with the Australian Curriculum. Whilst setting high academic expectations for early literacy and numeracy learning, the curriculum is also organised to develop understandings, capabilities and dispositions that contribute to the attributes of a lifelong learner.

Through the use of age appropriate pedagogies children are encouraged to become:

- Knowledgeable with deep understandings
- Complex thinkers
- Creative persons
- Active investigators
- Effective communicators
- Participants in an interdependent world
- Reflective and self-directed learners



## Partnerships

We recognise the importance of building effective partnerships with children, parents, caregivers, teachers, other professionals, local schools and community organisations.

Partnerships are important because they help the Prep team to:

- Get to know the interests and needs of each child
- Be aware of important events in each child's life
- Plan and share information with parents and caregivers
- Be aware of community events and issues
- Plan with other professionals to meet children's needs.

Open communication is important as it ensures the best outcomes for your child. Please inform us of any unusual happenings or wonderful events that occur.

In Prep your child learns to read and write. **Attendance every day is vital to lay the foundations for literacy and numeracy.**

## Family Involvement

Children benefit greatly from the individual attention of adults. Parents and carers play an important and valuable role in the education of their child - all families have a great deal to offer. We welcome your involvement in your child's education through:

- Volunteering
- Reading the notice board, newsletters and the school's Facebook page
- Discussing any problems or concerns with your child's teacher
- Sharing any hobbies, interests or expertise you have with your child's class



## Admission Age

Age is the only criterion for enrolment in the Prep year in Queensland. Your child must be five by June 30 in the year they enrol in Prep. A birth certificate (full or extract) or a registration of birth verifying your child's date of birth is required before enrolment is processed and commencement Prep. See the website below for further information:

<https://www.qld.gov.au/education/schools/find/enrolment/age>

If your child turns 5 in July or has previously attended school in another state or country and you are considering applying for early entry to Prep, the Principal will need to decide whether or not your child is ready for education. Please contact the office to organise a meeting with the Principal.



## Uniform

Prep students are able to wear either the Prep shirt or the blue Happy Valley State School shirt. Families can order uniforms from the uniform shop. Please see the order form enclosed in this pack for further information.

## Lost Property

Items of clothing and other belongings left at Prep will be placed in the lost property box. Please check this regularly as all items remaining at the end of each term will be sent to charity. You can avoid lost property by ensuring all items are clearly named and encouraging your child to collect their own belongings at the end of each day.

## Communication

Each term, teachers will write a class newsletter informing you of curriculum content to be covered and any upcoming special days. The school also provides a newsletter each fortnight to inform you of school events and news. Both of these will be emailed to you, so please ensure you update your details at the office if they change. The only paper letters that will be sent home are those that require signed permission from parents or carers.

## What to Bring

- Large school bag
- Hat with broad brim (blue)
- A nutritious lunch
- Fruit break (a healthy snack to be eaten at 9:30am)
- Water bottle (no soft drink, cordial or juice)
- 1 x Library bag (preferably cloth)
- Spare set of clothes in plastic bag (including underwear in case of accidents)
- Items from the booklist

## Getting Your Child Set for Prep

Starting school can be an exciting but stressful time for you and your child. There are some simple steps you can take to help make your child's time at school more enjoyable and relaxed. Encourage your child to be independent by helping them get used to:

- Putting on and doing up their shoes (velcro recommended)
- Eating and drinking without help (opening lunchboxes, wrapping and unwrapping their own lunch, drinking from drink bottles, opening twist top yoghurt and packets)
- Caring for and putting away playthings
- Using a tissue (blowing not wiping)
- Going to the toilet independently
- Using playground equipment safely
- Carrying their own bag
- Identifying their own belongings
- Saying own name (first and last)



## First Day

Let your child know you will settle them into an activity, and when the day begins it will be time for you to go. Reassure them that you will return at the end of the day and when it's time to go, GO! Your child may show emotion for the initial break, but prolonging your departure is harder for both child and parent. For your child, the novelty of Prep will take away some of the hurt of leaving you and they will settle.

## Coming and Going

We operate our Prep program from 8:30am – 2:30pm, Monday to Friday.

If you are late in the morning and arrive at school after 8:40am, please go straight to the office to obtain a late slip before taking your child to class. Teachers often have meetings and other school commitments to attend to after school. Therefore, we stress the importance of being on time for both arrivals and departures.

It is the policy at Happy Valley Prep that children must be dropped off and collected in the afternoon by a parent or responsible person who is known to staff. If at any time you organise for someone else to collect your child from Prep, please inform the classroom teacher of these arrangements.

## Daily Routine

Upon entering the building, Prep children are encouraged to:

- Place their lunch boxes directly into the fridge
- Place their water bottle in the designated area
- Place their bags on the port rack
- Join in with the class activity

These jobs encourage independence and we encourage you to allow time and space for the children to complete them by themselves.

## Weekly Routine

Prep students are involved in the special events that occur in the main school. Each Friday morning, we attend parade at the hall where all families are welcome to attend. Check with your class teacher at the start of the year to find out specific days for Music, Physical Education, Health, Technology/Arts and Library lessons.



## Library

A Library box will be placed near the door on library days. Library bags are to be returned each week so the books can be changed. Please check with your teacher about your specific library day.

## Food

Your child will need to bring lunch and afternoon tea each day. This can be food from home or from the tuckshop. We encourage students to eat a sandwich, fruit or yoghurt first. Please consider which containers you use as many are hard for small hands to open. Please put fruit for fruit break in a separate container that is easy for your child to access.

## Food Allergies

If your child has allergies, please provide the school with an action plan written by your GP.

## Medication

All medications must be held at the school office. It is important that medicines are only prescribed for administration during school hours when it is absolutely necessary. Please see the office to complete the relevant paperwork.

## Volunteers

Volunteer workers assisting at Prep will be asked to sign in at the office. Parents of students do not require a Blue Card, however other family members or friends will be required to show their Blue Card upon signing in.

## Birthdays

Birthdays are very special in Prep. If you would like to send along something to mark the celebration, please consider cupcakes, muffins or other foods that are individually packaged. Please check with the classroom teacher for any dietary considerations.

## Illness in Prep

As you will be aware, it is best to keep your child home when they are ill to allow them to properly recover and prevent the spread of illness. Children who become ill during the day will be removed from the group to rest quietly and the parent will be notified as soon as possible so they can be taken home. Children suffering from a contagious condition must be excluded from Prep for specific times. Consult your teacher for further information if required. Please inform us immediately if your child contracts or comes in contact with an infectious childhood disease (Chicken Pox, German Measles, Whooping Cough etc.) If your child is ill, please call (07) 4745 0333 and press 1 to leave a message.



## Treasures from Home

Special toys and treasures can easily be lost or broken at Prep. Any toys that find their way to school will be cared for by the teacher until the end of the day. Staff cannot assume responsibility for any loss or breakage. Children may be asked to bring in items from home on special occasions or for shared talk times. Prep staff will advise children and their families when this occurs.

## School Year Dates

<b>Queensland term dates - 2026</b>		
<b>Term</b>	<b>Dates</b>	<b>Length</b>
Term 1	Tuesday, 27 January - Thursday, 2 April	10 weeks
Term 2	Monday 20 April – Friday 26 June	10 weeks
Term 3	Monday 13 July – Friday 18 September	10 weeks
Term 4	Tuesday 6 October – Friday 4 December	9 weeks

## Get set for Prep!

We look forward to building productive partnerships as we learn and grow together. Please do not hesitate to discuss any questions or concerns you may have. We are looking forward to working with you and your child!

## Notes and Questions:

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## Contact Us

If you need to contact the school, please call or email

Main school: (07) 4745 0333

Email: [admin@happyvalleyss.eq.edu.au](mailto:admin@happyvalleyss.eq.edu.au)