

ALLENBY GARDENS Primary School

Everyone matters, Every moment matters



Foundation

Family Information Booklet

Welcome

On behalf of the Leadership team and our Governing Council, we would like to welcome you to Allenby Gardens Primary School and the reception community. This information booklet has been designed by the Foundation Teachers and Leadership to ensure your child's transition to Allenby Gardens Primary School will be a successful one.

The booklet includes the following information:

- preparing your child for school
- organisation
- basic school information
- community learners
- reading and phonics
- first week at school
- routines

We are looking forward to working with our new learners and you, their families.

Welcome

Allenby Gardens Primary School operates as a preschool to year 6 school, incorporating a preschool as well as a before and after school hours program (OSHC). It is situated in the West Torrens catchment area.

There are currently around 430 learners attending our preschool and school.

At Allenby Gardens Primary School, our vision underpins our teaching and learning goals:

“A community where we play, learn and grow together. We explore, ask questions and embrace challenges. We want to learn about ourselves, others and the world around us. Everyone belongs and we make a difference by being kind”

Our school values of Compassion, Curiosity, Courage and Connectedness support all learners to develop life-long learner skills, knowledge, and abilities to be positive members of the school and community.

We are fortunate to have a vibrant family community, working in partnership to support all learners. We continue to value this partnership and welcome families to play an active role in our school community and their child’s learning. Research highlights that families who are active participants in their child’s learning are more satisfied with the learning achieved.

Vision Statement

“A community where we play, learn and grow together. We explore, ask questions and embrace challenges. We want to learn about ourselves, others and the world around us. Everyone belongs, and we make a difference by being kind”

School Values

Compassion, Curiosity, Courage, Connectedness

School Office Hours

Monday: 8.00am - 4.00pm

Tuesday: 8.00am - 4.00pm

Wednesday: 8.00am - 4.00pm

Thursday: 8.00am - 4.00pm

Friday: 8.00am - 3.30pm

Messages can be left outside these hours, or school staff can be contacted via email on dl.0473.info@schools.sa.edu.au.

Front office staff will be available between 8.00am and 4.00pm to assist families with enquiries and payments. All families and visitors must report to reception on arrival.

Visitors

All visitors must report to the front office on arrival and sign in.

Communication

Beginning school can be both exciting and stressful for young children. It is normal for appetites and emotions to vary. If you have any concerns about your child's wellbeing, please speak to their class teacher.

Things to remember for Transition Visits to Allenby Gardens Primary School

What you need to bring each day during transition:

- a **named** bag
- A named **drink bottle** filled with water to be placed in drink section on arrival
- **A healthy snack** – fruit and / vegetables

You can support your child's transition to **Allenby Gardens Primary School**, by practising the following:

- encouraging them to get dressed by themselves (buttons, zips, jumpers, Velcro/laces etc.)
- building their toilet independence
- using a tissue to blow their nose
- packing up their toys/activities when finished
- opening drink bottles, food packets, peeling fruit, etc.
- packing and unpacking their school bag independently
- following two-step instructions
- recognising and writing their name.

Organisation

- Please label all of your child's belongings with their full name to enable the return of lost property.
- Please pack a bottle of water for your child to keep inside the classroom each day. No cordial or juice.
- Ensure your child has a named school hat. Learners are required to wear a hat all year round.
- At the beginning of the school year, every child will be given a library bag.
- Each morning learners are encouraged to eat a brain snack between 9:30 -10am. This includes fruit, vegetables.
- If you wish to provide spending money for your child, it can be handed to your child's teacher in the morning for safe keeping. Learners are encouraged spend their money at lunch play time. The canteen is open on Mondays, Wednesdays, and Fridays.

Routines

- Each week your child will visit the library for a borrowing session. Please ensure books from the previous week are returned to the classroom beforehand to ensure your child can borrow. **Learners must have their library bag to be able to borrow.**
- The **library is open every morning from 8:45am** if you would like to change your child's picture books more regularly. *Please note that reading practice books will be changed by the classroom teacher weekly.*
- The learning consists of six 50-minute lessons. This includes Specialist classes.

School Times and Timetable

Time	Monday – Friday
8:30am	Before school
8:45 -8:55am	Class admin time
8:55 – 9:45am	Lesson 1
9:45 – 10:35am	Lesson 2
10:35 – 10:55am	Recess
10:55 – 11:45am	Lesson 3
11:45-12:35pm	Lesson 4
12:35 – 12:45pm	Lunch Eating
12:45 – 1:25pm	Lunch Play
1:25 – 2:15pm	Lesson 5
2:15 – 3:05pm	Lesson 6
3:05 – 3:20pm	After school

Break times across the school include recess and lunch play. Most learners will have the opportunity to have a 'healthy snack', in their classroom as part of the morning routine.

Community of Learners

We are anticipating that we will begin the 2025 year with 3 foundation classes and one mid-year class.

These classes work together throughout the year. Your child will be provided with many opportunities to develop relationships with other teachers and peers.

Your child will have structured lessons each week with a specialist teacher to develop their skills in **Performing Arts, Physical Education, Greek and Science**. In class, the curriculum covered is **Mathematics, English, Humanities and Social Sciences and Technologies**.

Initialit Foundation – Year 2

Initialit is an evidence-based whole-class literacy program providing all learners with the essential core knowledge and strong foundations to become successful readers and writers. Initialit is a three-year program, covering the first three years of school (Foundation to Year 2).

Reading and Phonics

Children are taught to read and write in a fun, multi-sensory way.

They are taught five basic skills:

1. Letter sounds
2. Letter formation
3. Blending / Segmenting
4. Identifying sounds in words – first, last and middle
5. Recognising some tricky words from orthographic mapping.

Please note that all Foundation learners are given a reader once they have developed foundational phonemic awareness and beginning letter-sound correspondence. This will support them to ensure they are successful.

The Initialit program is taught across all early year's classes. This includes Foundation, Year 1 and Year 2 classes. The program supports a structured synthetic phonics approach which includes teaching phonics, phonological awareness, developing vocabulary, spelling and literature.

Comprehension

Comprehension is the ultimate goal of reading and the means by which much cognitive growth, learning and enjoyment occurs. Comprehension enhances both the quality of our learning and the quality of our lives.

Child Protection Curriculum

The Keeping Safe: Child Protection Curriculum (KS: CPC) is a respectful relationships and child safety curriculum for children and young people from age 3 to year 12.

It teaches children to:

- recognise abuse and tell a trusted adult about it
- understand what is appropriate and inappropriate touching
- understand ways of keeping themselves safe.

The KS: CPC is mandated in all public preschools and schools and is taught every year by teachers who have completed a full day KS:CPC training course. It is a world-class, evidence-based child safety program that is used by a range of other Australian and international schools.

Wellbeing: Reconnect Space

Behaviour Education

Our school follows the Berry Street Education Model, which incorporates the latest research in brain development and trauma informed practice. We use this as our framework to teach, track and monitor wellbeing for learning across all classrooms.

Berry Street is an Australian resource that is made up of five domains, body, relationships, stamina, engagement and character (strengths). It also includes morning circles and 'brain breaks' throughout the day. These are student centred regulatory activities to get brains ready for learning or to refocus after lesson transitions.

Reconnect Space

Our *Reconnect Space* is available to all learners at any time of the day, when accompanied by an adult. Learners can choose to take themselves to the office and get a leadership member to assist them through the room or teachers can encourage children to take a break if they are not 'ready for learning' or in the 'green zone'. The *Reconnect Space* is located in the learning hub and has been developed using current research in regulation/co-regulation, interoception and trauma-sensitive practice such as the Berry Street Education Model.

Communication Platforms

Here are some ways we can share information together:

- The School Newsletter is published twice a term, Fridays Week 3 and Week 8 and distributed to families via Seesaw (unless families request paper copies) and on the school's website.
- Seesaw is a free app that provides a way to communicate privately with messages, photos, and information about your child. Information about this app will be provided at the beginning of their first term.
- Email – dl.0473.info@schools.sa.edu.au.
- Facebook Allenby Gardens Primary School
- Instagram Allenbygps
- Talking with us.

Family involvement

Family members can:

- Join the Governing Council
- Attend open nights, family meetings etc.
- Support in the school garden and kitchen program
- Read notices, newsletters
- Assist with excursions. Family helpers are required to attend a volunteers on-line workshop.

Please see the front office staff for further information about volunteering at the school.

Payment Options

The Business Manager is available to discuss individual requirements in person, by email, dl.0473.finance@schools.sa.edu.au or by calling 8346 1541.

Fees and other payments can be made by:

- cash, credit card, EFTPOS (no withdrawal facility), cheque
- credit card over the telephone
- Qkr! app – online payment
- Families can make payments in person at reception during office hours. Phone payments can be made during office hours.

School Uniform

The school uniform can be purchased through Emmsee Sportswear – 779A Port Road, Woodville. It is an expectation that all Allenby Gardens Primary School learners are in uniform while attending school, traveling to and from school, excursions and representing the school at events.

Wide brimmed hats, library bags, school logos (iron-on and sew-on) can be purchased at the school.

Hat and Sunscreen Information

In accordance with our policy regarding wearing sun-safe hats, children are to wear their hats during term 1, 3 and 4. Term 2 is optional for children to wear their school hats.

Your child will be given a school hat on their first day of school. Please ensure your child brings their school hat every day.

Canteen

The school canteen is managed by the school and parent volunteers.

The school canteen is open Tuesdays and Fridays during recess and lunch play. Lunch can be ordered through the Qkr! app.

Absences

All absences must be explained.

If your child is absent, please choose one of the following options to inform the school:

- Telephone the school on 8346 1541
- Send a text message to 0427 812 743
- Send a message to the classroom teacher via Seesaw

Week 9 Term 4

There will be a letter sent home to you in the final week of school, informing you of your child's teacher and class for the following year.

Acquaintance Night – Early Term 1

Date to be confirmed

Opportunity to meet the class teacher.

Student Led Conferences – Late Term 1

Opportunity for our learners to lead the conversation, share their successes, goals and area to strengthen. It is also another opportunity for you to ask questions.

Mid-Year Report – End of Term 2

End of Year Summative Report – Last week of Term 4