



KEDRON STATE SCHOOL

PREPARATORY YEAR PARENT HANDBOOK



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Principal's Welcome

WELCOME TO THE KEDRON STATE SCHOOL PREP PROGRAM

It is with great pride and excitement that I welcome you to Kedron State School and the start of your child's first formal year of schooling.

Kedron State School proudly offers a full time Prep Program that delivers the curriculum content of the Foundation Year – Australian Curriculum. Our program is informed by current research that directs a developmentally appropriate balance of hands on, active learning and opportunities for early explicit teaching experiences.

Kedron State School encourages and nurtures a love of learning in all students. Our program capitalises on children's natural curiosity and wonder about the world, weaving in daily learning about social and emotional wellbeing in conjunction with establishing the strong foundation skills and knowledge of literacy and numeracy that are essential to success at school.

Kedron State School values the critical partnership between home and school. Parents are children's first teachers and as such, we acknowledge the essential relationship forged between family and school.

Our committed teaching team sincerely welcomes your family to the start of a wonderful journey. We hope that you will enjoy many years as part of a community where together, we will shape the future of our young students.

Yours in Education

Mrs Susie Randel-Kneipp
Principal

PREP PROGRAM OVERVIEW

Our Prep program acknowledges that all children are unique and transition to school with a variance of life and learning experiences. To this end, our program is differentiated to cater for each child's individual needs and foster abilities, attitudes and skills that strengthen educational development and life long learning.

The Prep program incorporates opportunities for our youngest learner to acquire a balance of academic, social, emotional and wellbeing skills designed to provide the strongest start to their formal education.

These include:-

- Multiple opportunities to acquire and practise foundation literacy and numeracy skills inclusive of reading, writing and early number study
- Effective age appropriate communication skills
- Development of positive self-concept and confidence
- Encouragement to make and maintain friendships and learn the necessary skills to work in groups
- The ability to connect prior learning to new information to assist with making connections that help children understand and navigate their world
- Opportunities to develop physical skills
- Learning how to care for themselves and their belongings
- Making sensible choices and become responsible for their own behaviour
- Seeing themselves as capable and successful learners
- Engaging in a dynamic learning environment and enjoying the experience of school

Kedron State School has built our Prep program on the premise of 'Getting the Basics Right'. This approach incorporates a balanced program delivered through evidenced based age appropriate pedagogies that, in conjunction with the Kedron State School signature pedagogies, engage and challenge learners.

PREP CURRICULUM OVERVIEW

Kedron State School delivers the Foundation Year Australian Curriculum Learning Areas of English, Mathematics, Science, Humanities and Social Sciences, The Arts, Health and Physical Education and Technology.

CONTINUITY OF LEARNING

Kedron State School prioritises the continuity of learning that occurs throughout the early years of education and beyond. Active partnerships between the school and local Early Education and Care Centres allow for shared curriculum and program understanding. This assists in the creation of seamless and positive transitions from pre prep programs to school.

SPECIALIST LESSONS

Prep students participate in weekly 30 minute lessons for specialised learning areas such as Music, Visual Arts, Physical Education and Digital Technology.

Swimming comprises part of the Physical Education curriculum. Lessons are taught by the Physical Education Teacher and a Specialist Teacher Aide. Parent volunteers are also requested for this component of the HPE program.

PERCEPTUAL MOTOR PROGRAM (PMP)

This program aims to develop children's movement and motor experiences. PMP provides multi-sensory experiences in seeing, hearing, touching, making perceptual judgements and reacting. The program operates weekly, with additional challenges added as the children's confidence and abilities increase.

INFORMATION COMMUNICATION TECHNOLOGY

At Kedron State School we acknowledge our Preps live in a digital world. Teaching students to use information communication and digital media is part of our program delivery. Access to the internet and educational software is provided. The use of Information Communication Technology is incorporated into the curriculum throughout the year. The children use a variety of ICT during their investigations and learning. Devices include iPads and/or a variety of software programs and accessories.

All Prep classrooms are equipped with LED screens which are used in conjunction with eLearning resources including those from Education Queensland's 'The Learning Place', Curriculum into the Classroom resources and age appropriate literacy and numeracy experiences.

ON ENTRY TO PREP INFORMATION GATHERING

At Kedron State School we value the diverse learning that our students have experienced prior to school. Our assessment and monitoring culture recognises that students demonstrate more about their individual skills and knowledge in environments where they feel comfortable and supported. To this end, no formal data gathering on student literacy and numeracy skills will occur prior to the start of school. As students become more relaxed within the Prep classrooms and relationships with teachers are established, a 'check in' on current literacy and numeracy understandings will be done. The information is gathered through the *Education Queensland Early Start Resource*. This 'check' occurs early in Term One and again in Term Four.

ASSESSING AND MONITORING LEARNING

In 2026 Preps will be assessed and reported on The Australian Curriculum Achievement Standard for the units of work studied across each semester.

Assessment involves the purposeful, systematic and ongoing monitoring of children's learning. The information gathered is used to:

- inform learning experiences into the future
- make judgements about a child's learning development against agreed standards
- inform conversations with the children, parents/carers, specialist teachers and other professional colleagues

REPORTING TO PARENTS

Written reports are provided to parents twice a year. These formal summaries of progress are emailed to parents at the end of Semester 1 and 2.

An opportunity for parents to discuss their child's learning progress is offered at the end of Term 1 and Term 3 in a Parent Teacher Interview. Additional meeting times can be negotiated between parents and teachers should need arise throughout the term.

KEDRON STATE SCHOOL TEACHING, LEARNING AND WELLBEING FRAMEWORKS

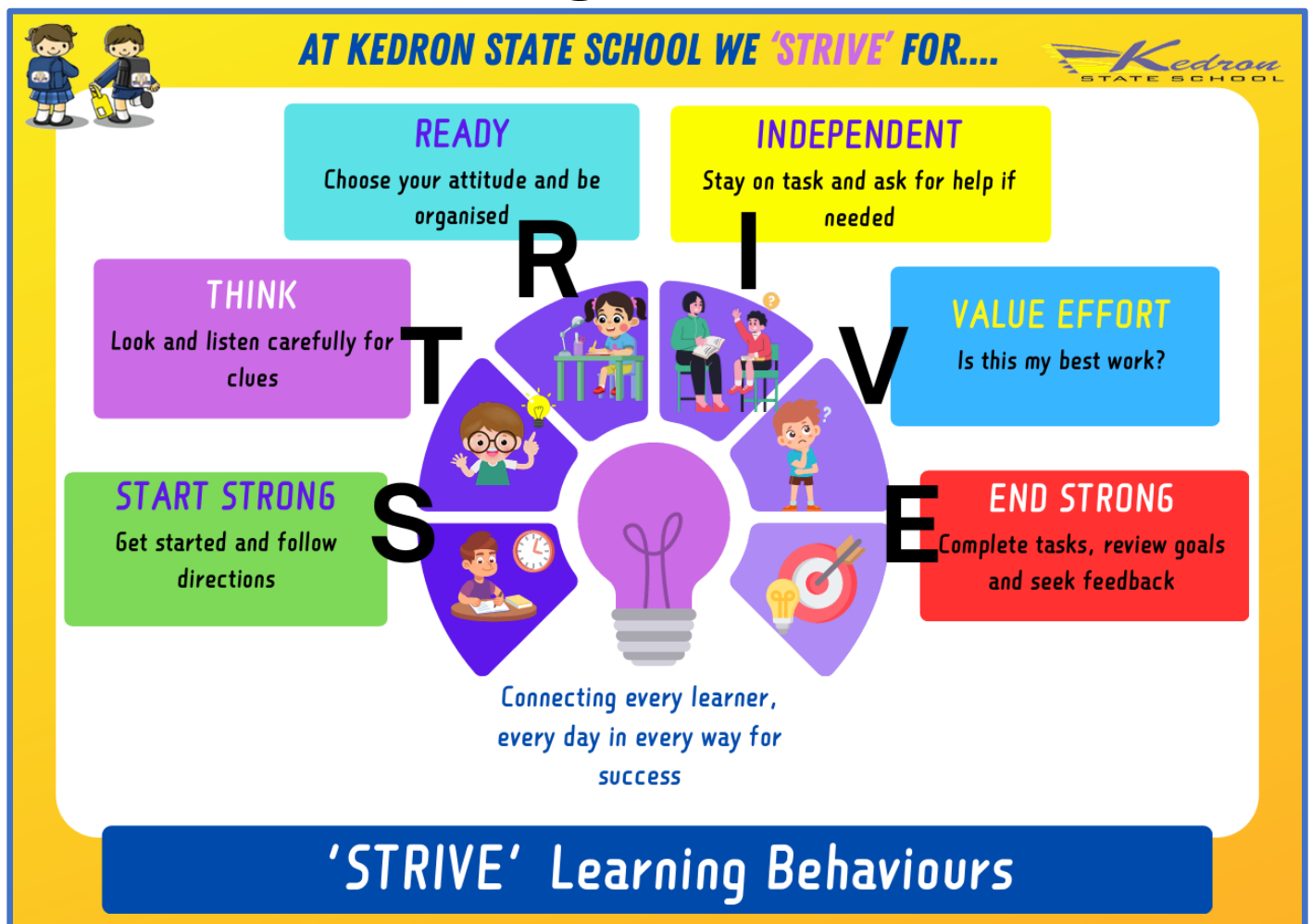
At Kedron State School teaching, learning and wellbeing are interconnected.

Our Wellbeing Framework incorporates the expectations of students at Kedron State School – to be **respectful, responsible, safe and a learner**. These expectations are supported by the school's Code of Student Behaviour available on our website www.kedronss.eq.edu.au

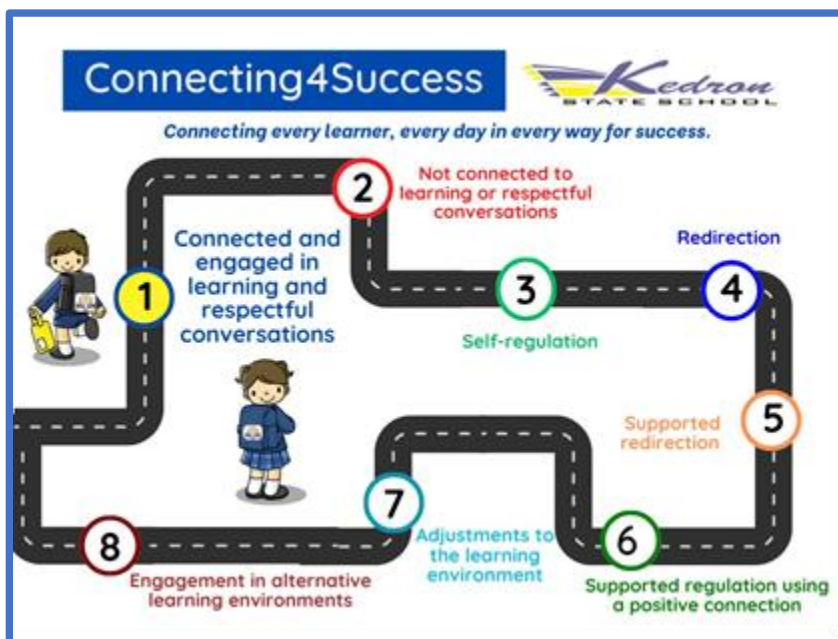
At Kedron State School, we promote positive learning behaviours that are recognised as Strive Behaviours are explicitly taught and developed from Prep. These learning behaviours ensure our students are well equipped to thrive in learning environments both now and beyond the primary school gates. These 10 positive learning behaviours are below:-



Learning Behaviours



Supporting positive engagement at school is the Connecting 4 Success Roadmap. This child friendly graphic assists Kedron Kids and their teachers reflect on successful engagement at school.



UNIFORM

Kedron State School students wear their uniform with pride. The Prep uniform is a yellow Preparatory Year shirt (unisex) that makes our Prep students easily identifiable while still looking very much like their older school peers. Royal blue shorts, skirts or skorts are available at the uniform shop. You can also purchase a choice of Sun Smart Hats which will be required for outside play. (It is good idea to purchase two hats – one for a spare in their bag)

We encourage children to develop independence in removing and putting on their own shoes. This independence is necessary when removing shoes for sandpit play. **Velcro shoes** have proved to be the quickest solution for this issue as they allow children more **independence** with this task. The school uniform policy is black footwear, black soles and black laces. If your child has black sandals (with a strap around the back) these may be worn, particularly during the hot summer weather.

CLASS TIMES

The Prep classroom will open at 8:30 am. At the beginning of Term 1, you are welcome to come in and spend time with your child completing their morning task until the formal prep **program begins at 8:45 am.** As the Prep year progresses children are encouraged to become more independent in preparing for their learning day. Teachers will assist in ensuring that Preps feel confident and comfortable and help scaffold what they are expected to do.

The Prep day finishes at 3:00 pm. After 3:00 pm staff may be involved in meetings and class preparation and will not be available to supervise your child. Students who remain in classrooms after 3:05 pm will be taken to the school office.

Children must be accompanied to and from the room by a responsible adult.

In the event that you arrange for someone else to collect your child after school, please inform the Prep class teacher or teacher aide and ensure that person knows that they need to collect the child from the classroom.

If you arrange for someone else to collect your child during school hours, that person must be listed on the emergency contact list for your child and they will need to show photo identification before signing the child out at the office.

If arriving after 8:45 am, you need to collect a late slip from the school administration. Parents must inform the school why their child is late or absent. We strongly discourage unexplained absences. Every day of learning counts.

These guidelines are in accordance with our school enrolment and attendance policies.

BREAK TIMES

Prep children will have a fruit break during the morning session. They will also have lunch break from 10:45 am to 11:30 am and an afternoon tea break from 1:30 pm to 2:10 pm.

This is consistent with the primary school recess times. These times may vary during the first semester as the students adapt to the school routines. At the beginning of Term 1, Prep students will eat together in the Prep playground.

At the end of Term 1, they will transition to eating and playing with the other early years classes. Please be aware that Prep teachers encourage sandwiches and fruit to be eaten first but as Prep teachers are not always on duty, lunchboxes are not checked. It is important to discuss food routines at home.

ROUTINE

Independence and responsibility are attributes that will be fostered during the Prep Year. The Prep program will encourage these attitudes and skills from day one. In this regard, it is essential that each child becomes responsible for his/her own belongings. Please ensure that all their **belongings are clearly marked.**

The children will join the Prep – Year 2 assembly on Tuesday afternoons and become familiar with the order and routine of assembly and specific dates will be found in the newsletter.

PREP CLASSROOM RESOURCE SCHEME

Our school operates a Prep Classroom Resource Scheme which operates in accordance with the (Department of Education Manual (*FNM-PR-018: Textbook and Resource Allowance in State School*)). Kedron State School P&C Association endorses this scheme for 2026 and parents / carers are encouraged to participate.

2026 Total Annual Fee per student is - \$140.00 plus \$20.00 for the Reading Eggs Program and \$15.00 for Mathseeds Program. This allows the student to access from home and/or school (significantly cheaper than if parents buy the program outside of school)

TOTAL OF \$175.00 which includes the Resource Scheme and both programmes. These will be emailed separately.

All parents / carers are requested to complete a 'Consent Form' (*located in the Policies & Agreements booklet - whether participating in this scheme or not*) and return to the school by Friday 30th January, 2026. Once received, an invoice will be generated for payment.

(Payment can be made by instalments)

Kedron State School purchases bulk essential Prep classroom resources and materials (in lieu of Book Packs) and all Preparatory students will be issued these resources throughout the year. If you choose to participate in the scheme your child will be provided with essential:

- Basic classroom materials and equipment
- Specific resources for key learning areas
- Technology requirements and maintenance

Children's class resources **do not require individual labelling** as all resources are shared across the class groups as required.

NON PARTICIPATION OF PREPARATORY RESOURCE SCHEME

If you choose **not** to participate in our Preparatory Resource Scheme you must provide all essential classroom resources and materials.

This list is available on request from the school office.

From time to time, you may be asked to bring in recycled materials for learning activities. Your trash is our treasure.

ADDITIONAL REQUIREMENTS

- Library Bag – waterproof (*available at the Uniform Shop*)
- School bag large enough for your child's belongings (able to take an A4 reading folder)
- Lunch box, large enough for lunch and afternoon tea.
- Water bottle filled with water
- School hat – Uniform Shop
- Kedron State School jumper
- Spare change of uniform including underwear and socks

STUDENT VOLUNTARY CONTRIBUTION SCHEME

In addition to the Prep Resource Scheme, KSS operates a Student Voluntary Contribution Scheme, which for 2026, has been set at an annual fee of **\$50.00 per student**.

This money contributes to enhancing learning resources and materials and provides additional student essentials for all students.

Parents are not invoiced for this payment however, this can be paid at the school office at the beginning of Term 1, 2026 or via direct deposit. Bank details can be found in the school newsletter.

This scheme is endorsed by our P&C.

MONEY COLLECTION

From time to time money is collected for such things as educational experiences, entertainment, donations and fundraising. Payments are collected as follows:

1. BPoint – Preferred payment – information is provided on invoice
2. Direct Deposit – Details can be found in the school newsletter
3. Card – Payments are accepted at the school office. We do not accept AMEX or payment over the phone.
4. Where possible, we are a cashless school

P&C money collections over the value of \$20.00 are requested to be made electronically. A cash limitation of \$10.00 is placed on students for purchases at the Kedron Kitchen.

PARENTS/CARERS VOLUNTEERS

Parents/carers play an important and valued role in the education of their child. We welcome your involvement. **Volunteers, other than parents/carers or guardians of a child currently enrolled, must hold a current Qld Working with Children Check Suitability Card sighted by the office.**

Ways in which you can assist:

- Assisting the teachers in the classroom during literacy & numeracy activities
- Reading the noticeboards and newsletters and emails
- Collecting materials for use in collages and art work
- Offering to share any hobbies, interests or expertise you may have
- Assisting with the maintenance of equipment

- Supporting excursions and special events
- Supporting us at home by talking positively about your child's day
- Reading and talking to your child daily
- Supporting our school's behaviour expectations
- Informing us of any concerns or ideas that you have
- Assisting with reading at home

PARENTAL ROLES AND RESPONSIBILITIES

In order to ensure that parents are well informed partners in their child's learning we encourage parents and carers to:-

- **Connect with our Parent Representative Network**
- Actively engage in school communication, especially the weekly Kedron State School newsletter sent electronically
- Read all the information relating to the Prep Year in order to be familiar with our policies, routines and practices
- Comply with relevant health and hygiene policies
- Participate in and support our programs
- Discuss any issues or queries with the teacher
- **Notify the office of any changes relating to address, phone numbers and emergency contact phone numbers.**

FOOD

We would encourage all parents and carers to support our school's healthy eating philosophy by sending appropriate food for lunch and afternoon tea. A water bottle is essential for the students to ensure adequate intake of fluids and well-hydrated young brains. Lunch could be as simple as sandwiches and fruit. Fruit break must be fruit or vegetables.

We are a nut and allergy aware school.

BIRTHDAYS

Under the Healthy Choices program, different types of food are limited to a particular number during the term. Cakes/sweet treats are, unfortunately, not in the GREEN foods category (everyday foods) and are therefore limited throughout the year. At the beginning of the school year, parents will be asked to indicate if they are happy for a birthday treat to be provided to their child along with any dietary restrictions. We enjoy celebrating each child's special day. Birthdays are significant events in children's lives, we always sing Happy Birthday and give them a small treat eg: a bookmark, sticker or certificate. Please let us know if cultural reasons prohibit this celebration.

HEALTH & HYGIENE POLICIES

If your child should become sick, the staff will notify you first. If this fails, we will notify a nominated emergency contact person to collect the child. If your child develops symptoms such as spots, rashes, a temperature, a headache, diarrhoea, vomiting, conjunctivitis, severe coughing or sore throat, you will be advised immediately.

In case of minor illnesses, please use discretion when deciding whether or not to send your child. A child who is unwell will not enjoy or benefit from school and may spread the illness to others. Children with infectious diseases must be excluded from the school for specified times. Please see or ring the office for details. Call or email the school absence line if your child is not attending for the day or will be arriving late to school.

MEDICATIONS

For any medication to be administered during school hours and/or during school-related events, please provide the school with:

- completed consent to administer medication form
- the prescribed medication with an attached pharmacy label, in its original container, with intact packaging.

If your child requires medication 'as-needed' (but not as an emergency response), your health practitioner will need to complete a *medication order to administer 'as-needed' medication at school*. These forms are available from administration. Please note that this includes any pain relief medication or antihistamines.

Where medication is required as an emergency response.

Depending on your child's health condition, your doctor will need to complete:

- an Asthma Action Plan and/or
- an Anaphylaxis Action Plan and/or
- written instructions if your child has more complex health needs.

At Kedron State School, no student has permission to self administer any medication which includes Ventolin. Please contact the office if you have any questions about medication. No medication can be administered at school without medical practitioner approval.

HEAD LICE

From time to time, schools experience an outbreak of headlice. Left untreated lice can spread very quickly. Children with hair long enough must have it tied up to reduce the risk of infection. Head lice outbreaks must be treated immediately. Advice on treatment is available from your Pharmacy.

TOILETING

Children are encouraged to use the toilets before school and at all breaks to reduce the number of unsupervised toilet visits. Children are allowed to go at other times as long as another child accompanies them. We would strongly encourage parents to pack spare school clothes in their child's school bag.

HOMEWORK

Homework or home tasks are introduced as the Prep year progresses. The Prep homework policy is aligned to our school policy that accounts for age appropriate activities to support learning.

As literacy and numeracy are the focus through the Prep curriculum, the majority of home consolidation tasks relate to foundation reading skills and encouraging a love of reading.

Parent Master Classes are offered across the year to support parent learning especially focused on building connected literate and numerate learners.

MORE INFORMATION TO COME

We recognise that the beginning of the school year is filled with much excitement, anticipation and of course new routines and information. In the first 2 weeks of the school year, a Parent Information Session is delivered by your child's teacher to provide more specific information about how their Prep classroom operates and ways that you can be involved.



***Connecting every learner, every day in every way for
success.***