ATTADALE PRIMARY SCHOOL

PRE PRIMARY HANDBOOK 2027

Est. 1953

Foundations for life



www.attadaleps.wa.edu.au

WELCOME TO ATTADALE PRIMARY SCHOOL

Welcome to Attadale Primary School, an Independent Public School (IPS).

We are confident that your child will enjoy a successful and happy journey at our school. At Attadale PS, we endeavour to provide a vigorous and stimulating environment for your child's learning. Our school is very much about the partnership between student, school and family and the positive difference this partnership can make.



We welcome your family into our school community.

Chris John - Principal

CONTACT US

Wichmann Road ATTADALE WA 6156
08 6274 1700
attadale.ps@education.wa.edu.au

In the Office

Principal
Chris John
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Deputy Principal 3-6
TBA

Deputy Principal - Early Childhood
Caz Park
carolyn.park @education.wa.edu.au

Manager of Corporate Services
Debbie Brunette
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2027 TERM DATES

The office will be open for enrolments from Monday 25/1

Term 1

Monday 1 February - Friday 9 April

26 March is Good Friday and 29 March is Easter Monday Public Holidays

Term 2

Monday 26 April is Anzac Day Public Holiday

Tuesday 27 April - Friday 2 July

Friday 4 June is a PUPIL FREE DAY

Monday 7 June is Western Australian Public Holiday

Term 3

Monday 19 July is a PUPIL FREE DAY

Tuesday 20 July - Friday 24 September

Friday 20 August is a PUPIL FREE DAY

Term 4

Monday 11 October is a PUPIL FREE DAY

Tuesday 12 October - Thursday 16 December

Friday 17 December is a PUPIL FREE DAY

SESSION TIMES

Morning Session:	8.50 - 10.40am
Recess:	10.40 - 11.00am
Middle Session:	11.00 - 12.50pm
Lunch:	12.50 - 1.30pm
Afternoon Sessions:	1.30 - 3.10pm (2.30pm on Wednesday)

EARLY CLOSE

The School has early close at 2.30pm each Wednesday for staff development Pre-Primary follows the normal school hours as outlined above. Children are not to arrive at school before 8.40am and we appreciate prompt collection at the end of the day.

WHAT TO BRING TO SCHOOL

The children are asked to bring the following items to Pre-Primary:

1. Items on the Pre-Primary Personal Items List
2. A large backpack to carry belongings
3. A small container with cut up fruit or veggies for Crunch'n'Sip, morning tea, a packed lunch and a water bottle each day.
4. A named school hat for outdoor time to remain in your child's bag. The school has a "no hat, no play" policy. Your child must wear a hat anytime they are outside. Hats are available from Unifroms Concepts on Kembla Way, Willetton. A small number of hats are available for purchase from the school office throughout the year.
5. A spare set of clothing and underpants in their Pre-Primary bag to remain **all year**

PARENT ROSTER

Parents are encouraged to assist in the class during the year. This is an opportunity for you to see first hand what your child is learning . If you cannot attend for parent help, aunts, uncles, grandparents or even close friends, are welcome to substitute. Dads are most welcome! It's a special time for your child when you act as parent helper. We would appreciate if younger siblings are in alternative care on these days. Please sign in at the office before each visit.

WATER PLAY

Our water play activities occur on warm days. On these days, children may come home a little wet. Please have a spare set of clothing in your child's Pre-Primary bag at all times. Water play assists in the development of Mathematics and Science concepts.

CLOTHING AND SHOES

School uniforms need to be worn and may be purchased from Nell Gray Uniform Concepts in Willetton. Aprons are provided for messy activities, however, clothes can get dirty. Paint stains need to be soaked in cold water first, before washing. Please label all clothing that can be taken off and misplaced. Labels need to be in large or dark print. Your child will need a pair of sneakers for Physical Education.

ROUTINE AND RULES

Each child must be brought and collected from the front door of the classroom by a responsible person - not dropped at the gate. Please notify staff and your child if there are any changes. Personal toys are not required.
If your child is required to bring something for the educational program, they will be informed by the teacher.

HEALTH AND MEDICATIONS

Please phone the school or use the Absentee Form on our Audiri or Connect App if your child is absent from school, particularly if it is due to an infectious disease. We will call you if we feel your child is unwell. Please note that the school has no facility for the care of sick children of working parents. An alternative contact person needs to be provided should you not be available to remove your sick child. We adhere to the Department of Education Student Health Care Policy and cannot administer medication to your child without written consent on the relevant Department Forms, available at the front office.

PARENT RESPONSIBILITY

To support the teacher and the school and to be an active partner with us in the education of your child.

To be on time for each session. Children who are late find it difficult to settle into activities. To be waiting on the veranda at home time, as it is unsettling for children to doubt if someone is coming to pick them up. If you are late your child will be taken to the school office.

To communicate with the teacher on matters concerning your child's health, emotional and family situation, so he or she can understand any problems that may be troubling your child.

To keep the school notified of current contact details. To keep your child home if he/she is ill.

To actively supervise and follow school rules on the playground equipment after school. Students are expected to follow school rules after school when supervised by you. This helps you and us keep consistency in play habits in the school environment.

PARENT COMMUNICATION

COMPASS: Compass has been introduced into schools as the primary source of information from the School Office. All student lesson attendance is now done via Compass.

Event permissions (excursions and incursions) and payment is also done through Compass and Compass Pay.

New parents to our school will be given a user name and password to access the Compass environments. You can access Compass on a computer or download the APP and have access via your phone.

Communication from the Office: Newsletters, reminders, event notifications and other notices will be sent to you via COMPASS.

EXCURSIONS AND INCURSIONS

The children will be involved in a number of whole school/class educational activities throughout the year. Payment and permission slips are required and sometimes parent helpers are needed. You will need to use Compass to give consent for attendance.

STUDENT REQUIREMENTS & CONTRIBUTIONS AND CHARGES

Most student requirements are provided by the Department of Education, however, it is essential that some items be provided by parents. A list of these items is detailed on the Personal Items List sent home towards the end of the year.

School contributions and charges are required to meet expenses involved in total education programmes. Funds are allocated to areas such as ICT, music, art/craft, physical education and library resources. Contributions and charges are reviewed annually by the School Board.

Attadale Primary School can provide a richer and more varied curriculum when families pay these contributions and charges. We can accommodate progress payments if required. Parent contributions are an important part of our school budget and our provision of an enriched education for your children. Comprehensive information on Contributions and Charges can be found on our website.

ENQUIRIES

If you have any questions, please call the school office on 6274 1700 and they will direct you to the most appropriate person to answer your question.
Alternatively, email attadale.ps@education.wa.edu.au
I thank you for entrusting your child to our school and look forward to sharing a happy and productive year with you in this, your child's Pre-Primary year.

Kind regards,
Mr Chris John - Principal

COMMUNICATION STRUCTURE

Where to find all the information you need

OUR WEBSITE

- General school information, enrolments, policies, calendars and newsletters. http://attadaleps.wa.edu.au

COMPASS

This is the app used as the official school office communication tool. We will be adding modules and capabilities in this app over the coming years.

- You must use your unique login to access Compass.
- All student attendance is done through this app.
- Event permissions (incursions and excursions) and payment is also done in Compass.

EMAIL

attadale.ps@education.wa.edu.au

- All staff emails can be found on our website and wil be updated at the beginning of each year.

SPRIGGY and TRYBOOKING

- Spriggy is the app used by the P&C for Canteen ordering and payments. Download Spriggy and set up your profile.
- Trybooking is used for P&C events and payments as well as for Teacher/Parent interview bookings