



Junior Kindergarten Class “Pelicans”



Information Booklet

(2018 – 2019)

It's not just PLAY

Today you are improving:

Co-ordination

Fine and gross motor skills

Strength, stamina, fitness

Problem solving skills

Decision making

Risk awareness, judgement

Sense of self, autonomous thinking

Independence

Sense of place in the world

Social skills – communication, negotiation,
relationship building, co-operation,
teamwork

Responsibility for self and others

Awareness of others

Confidence

Resilience

Welcome to Junior Kindergarten – Here's to an exciting year in [Pelican Class](#)!



Welcome to J.K at Provo Primary School! My name is Miss Claire Marie. I have been teaching at Provo Primary for 7 years and our wonderful JK assistant is Mrs Jeannette.

We are very proud to have been working as a team for 7 years. We are excited to share our experience and passion for teaching with you and your children as we set out to explore, discover and learn throughout the year.

Our goal is to provide every child with an environment that is inspirational, enticing, happy and safe. We welcome everyone to JK and are excited to embark upon another year as a teaching team.

Our safe, warm, child friendly environment and high child/teacher ratio supports each child's needs and attention. We provide a developmentally appropriate programme that is multi-sensory and motivates learning in all areas. We continue to focus on fun and engaging activities that will provide play-based opportunities to promote discovery of self and the environment. Children learn by doing and through their experiences, play and active participation they blossom independently, socially and cognitively.

Throughout the year, we hope that you will feel welcome to join us in class to share in your child's learning. If you have any questions about anything relating to Junior Kindergarten, please don't hesitate to find us!

Warmest Regards

Miss Claire Marie and Mrs. Jeannette

First days at school...

During our first weeks, your child will be settling into their new environment and getting to know us, his or her peers and our daily routines. Some children will be new to the school and most transitioning from into Junior Kindergarten from our Preschool class. We seek to make these transitions as smooth as possible for the children (and parent). We offer a flexible approach that enables us to cater for each child and family individually, as we work together to ensure that children feel secure and happy.

Separation anxiety is a normal experience at the start of a new school or a new school year for both you and your child! Separating from a loved one becomes easier with the following suggestions and knowledge:

- ✿ Take advantage of visiting the school/classroom on occasion; summer camp and attending the open house session before school begins. These visits will allow you and your child to become familiar with the school, teachers and classroom.
- ✿ When you do leave, display confidence and trust. Let your child know when you leave with a kiss and a hug, along with the reassurance of your return later. Prolonged good-byes can bring tears and make separating even more difficult.

-  If your child requires a blanket or toy from home which provides comfort, please leave it in their back pack or cubby.
-  Try not to linger in the area as your child may see or hear you.
-  If separation continues to be an issue, we will work together to create a solution. This may be reducing the time your child spends at school in the beginning and gradually building the time as they become more comfortable.
-  If your child cannot be consoled, despite the staff's best effort, rest assured that we will give you a call.
-  As always, we have your child's best interests in mind.

FULL DAY OPTION

In Junior Kindergarten, we offer both a half-day and full-day programme. You can choose how many and which days your child will attend. After Lunch and play outdoors, they will have a quiet rest time. Then the children either join our Senior Kindergarten activities or stay together with the full-day Preschool children for the afternoon session. On days your child stays full day, he/she will need a packed lunch, extra snack for the afternoon and a rest blanket.

CLOTHING

Children should wear comfortable clothing that will allow them to participate in all activities. We try to keep clothing covered during messy activities; however, sometimes the mess inevitably finds its way on clothes! Please send in extra (named) clothing in a suitable size bag that is separate from the snack bag in case your child should need to change.

Our outside play area is mostly shaded, but hats and sunscreen are advisable to ensure your child is protected.

Footwear is taken on and off throughout the morning and we encourage a level of independence with this process. Therefore, shoes that your child can take off or put on themselves or do so with some assistance are ideal. The same goes for socks if worn. For safety reasons, flip-flops or slip-on shoes without straps are not appropriate.

Please make sure your child's bag, lunch bag and water bottle are labelled with their name. It is also a good idea to label any clothes, shoes and hats they wear to school, so they can easily be returned to their rightful owner if they go missing!

SNACK

Please send a healthy snack (fruit, rice cakes, crackers, vegetables, etc.) in a lunch bag (a cooler pack is recommended to help keep foods fresh) and a water bottle. Children are encouraged to eat their 'healthier' foods first. Children are not forced to eat what they do not want. If your child fails to eat, we will inform you and discuss options. The lunch bag, water bottle, snacks and snack containers should be

appropriate for the child to manage as independently as possible. We discourage the use of 'sippy' cups and recommend that your child's water bottle have a straw to promote speech and language development.

LUNCH

If your child is staying full-day please provide your child with a nutritious lunch (sandwich, pasta, rice, etc.). Please send foods that need to stay warm in an insulated container. Unfortunately, we are unable to warm food at school. There is a hot lunch service available for you to order and purchase for children staying for a full day.

TOILETING

In Junior Kindergarten, children are encouraged to use the toilet independently with support. If you are in the process of potty training at home, we are happy to support potty training practices by using pull ups at school. Please discuss your child's needs and routine with us to ensure we are working together with the plan you follow at home.

We call our body parts by their appropriate names (i.e. bottom and genitalia names). This helps to eliminate confusion or create future embarrassment. Please provide all diapering essentials (sufficient wipes, pull ups and cream if needed).

DROP OFF

Children can be dropped off from 8.10am. Please place lunch bags, back packs, water bottles and changing/clothes bags in designated areas and wash hands. Then help your child to thoroughly wash his/her hands with soap. This simple measure aims to help reduce the spread of common childhood ailments. Of course, we encourage lots of hand washing throughout their day at school as well. Before you leave, encourage your child to engage in an activity.

Daily conversations are an important part of your child starting school. They provide the opportunity for 'check ins' for the teacher or parents. Please inform us at drop off of any change in routines, such as a restless night, staying with grandma, a family matter, etc. This enables us to help your child throughout the morning, if he or she is feeling unsettled or tired.

PICK UP

Half-Day Pick up is at 12 noon. Our full day programme ends at 3pm unless clubs are being attended.

Please wait for the teacher to open the door before entering as it may be disruptive to the children who are participating in Circle Time. Children should be collected on time – some children become anxious when they are picked up late and teachers have other responsibilities from 12:15pm and 3.15pm onwards. Please call us to let us know if you think you are going to be late. After 15 minutes of unexplained lateness, a 'late fee' may be charged.

Should anyone other than a parent be collecting your child at the end of the morning, please make sure you let us know in advance. We will not allow a child to leave school with anyone other than a parent unless we have the necessary permission.

At the end of each session, we aim to provide the opportunity to share achievements and accomplishments with parents as they pick up their children from the classroom.

OUR FACILITIES

As well as our classroom and outdoor play areas, the children visit and enjoy many different areas of the school – the artificial grass field, the garden, the stage and playground. We also organise field trips to visit places in our community.

CURRICULUM AND TOPICS:

Curriculum

The Junior Kindergarten programme follows the UK Early Years Foundation Stage (EYFS). It is our aim that our programme will encourage creativity, curiosity, discovery, understanding and a love of learning. The classroom is set up with a variety of inviting areas and children are encouraged to visit these throughout our sessions. The curriculum is broad and balanced, giving our students the opportunity to learn and practise skills, helping them become independent life-long learners.

Your child will be learning skills, acquiring new knowledge and demonstrating their understanding through **7 areas of learning and development**.

Children should mostly develop the **3 prime areas** first. These are:

- **Communication and Language**

How your child can use more complex sentences to link thoughts; use talk to connect ideas, explain what's happening and ask questions; build vocabulary that reflect the breath of their experiences; listen to others; listen to stories with increasing attention and recall; focus attention and is able to follow directions.

- **Physical Development**

How they can move freely in a range of ways; balance on one foot and catch a large ball; hold a writing tool between thumb and two fingers, using it with good control and beginning to copy letters.

How they can attend to their general self-care most of the time themselves, with little help: toileting; wash and dry hands; dress and undress.

- **Personal, Social and Emotional Development**

How they can play in a group, extending and elaborating play ideas; demonstrate friendly behaviour, knowing that some actions and words can hurt other's feelings; show confidence in asking for help; and they can usually adapt to different events, social situations and changes in routine.

The prime areas are those most essential for your child's healthy development and future learning. These will help them to develop skills in **4 specific areas**. These are:

- **Literacy**
How they can recognise their name in various ways; know that print carries meaning and is read from left to right and top to bottom; give meaning to marks as they draw and paint; and describe main story settings, events and principal characters.
- **Mathematics**
How they recite numbers in order; match numeral to quantity; show curiosity about numbers by offering comments or asking questions; and develop an interest in shape and space in their environment, talking about shapes, playing with shapes or making arrangements with objects.
- **Understanding the World**
How they know some of the things that make them unique and can talk about some of the similarities and differences in relation to friends or family; can talk about some of the things they have observed, showing care and concern for living things and the environment; and know that information can be retrieved from computers/tablets.
- **Expressive Arts and Design**
How they explore colour and how colours can be changed; use various construction materials to construct, stack, balance and build, making enclosures and creating spaces; engage in imaginative role-play based on first hand experiences and build stories around toys.

Here is a link to a useful [Parents Guide](#) on UK EYFS curriculum.

Our aim is that all children will fulfil their potential. We recognise that all children are different and learn at their own individual pace. As we get to know each child closely, we monitor and plan for their individual development and progress whilst nurturing their special character, interest, strengths and skills.

Topics

The EYFS curriculum is taught through a variety of topics over the year. We plan topics that we feel will inspire the children's curiosity, understanding and development. All seven main areas of learning are incorporated into the outdoor curriculum and planning is cross curricular across all areas. Topics we have taught in the past have included *The Solar System*, *Who helps us in the Community?*, *The 5 Senses*, *The Magic Hat* and *A Planet full of Animals*.



You will be informed about the topic via topic maps, newsletters, blog posts and by visiting the classroom regularly. Topic maps not only give you an overview of what your child will be learning about, but also allow you to perhaps add resources, expertise or experiences you (or a friend / family member / associate) may have access to. There may be trips/visitors organised as part of the topic and notices of times and costs (if applicable) will be given as early as possible.

DAILY ACTIVITIES INCLUDE:

We value and promote play as a meaningful and vital method of learning. Every day is different! As much as possible, we provide children with the opportunity to direct their play and choose their activities according to their interests.

Throughout the morning, the children will have access to a variety of 'hands on' activities, both adult-led and child-initiated:

-  Outdoor play, visits to the school garden and the artificial grass field
-  Painting, gluing, arts and crafts
-  Sand, water, play dough and other sensory activities
-  Soft play, yoga and physical development activities
-  Puzzles and games, construction
-  Playing with vehicles, and 'small world' toys
-  Investigative activities
-  Stories, music, movement, singing
-  Imaginary/role play
-  Circle Time and sharing news/achievements

PURPOSEFUL MOTIVATION

Respect, kindness and positive behavior and attitude towards school life and those around us are the normal expectations at Provo Primary School. In order that everyone knows what is expected of them and others around them, we have five golden rules, which are:

-  Care for myself and others
-  Be honest
-  Work hard
-  Listen
-  Look after property



Our school logo is a flamingo. It is made from a handprint. The digits help us to remember our five golden rules.

The school is committed to creating an environment where children are motivated intrinsically and all teachers support this commitment giving verbal praise and positive recognition at every opportunity. We encourage the use of *kind hands* and *use your words* approach to assist in conflict resolution. We model ways to handle disputes and to show empathy like hugging, saying, "I'm sorry", "Please", "Stop" or "I don't like that". We look at the expression portrayed and say, "She is crying because you hurt her" or "He is sad because you took the toy away" and encourage them to express how they feel, "I feel... when you ... because... - please...". We also model the correct way of handling the situation, e.g. "If you want a turn with the toy you need to ask... say please".

At no point is physical punishment used at Provo Primary School.

PARENT / TEACHER MEETINGS

Parent /Teacher meetings can be initiated by teachers or parents at any time of the school year. Scheduled Parent /Teacher meetings are offered each term. Parent/Teacher meetings offer an opportunity to link home to school and for you to share what your child likes to do at home, routines you follow and any questions concerns you may have. We will talk about your child's progress, their interests and social interactions. In addition, we may encourage extra support and make suggestions of what you can do at home to benefit your child's development. Remember that all children develop at different rates and stages. If your child needs extra support in a particular area, we will endeavour to work together with you to put actions in place which will help them to meet their future learning and development needs.

At the end of the academic year, a written Progress Report will be shared with you celebrating your child's time and progress in our Junior Kindergarten class. In addition, you will receive a portfolio with a selection of work that your child has completed for the duration of time spent in Junior Kindergarten. Of course, those pieces not chosen for the portfolio will be sent home throughout the year!

MEDICAL

Please let us know if there are any health issues relating to your child (including medication and allergies) that we should be aware of.

If your child is off sick, drop us an email or call us to let us know. Children returning to school after illness should clearly be fit to do so and be free from infection. Please err on the side of caution when making a decision about your child returning to school. As a rule of thumb, children should not come to school if they have a fever, have vomited or had diarrhoea within the last 24 hours. Thank you for your consideration.

If your child has taken ill or has an accident in school, we may need to contact you IMMEDIATELY to pick up your child. Please make sure that your contact numbers are kept up to date in school to make this possible. If it is deemed serious your child will be taken immediately by staff members to the hospital, unless otherwise requested.

We currently allow peanuts in school. If, however, there is a child with a peanut allergy in our class or the school, we may need to inform you of current expectations, depending on the severity of the allergy.

SPECIAL ALLERGY INFORMATION:

Every day during snack and lunch, and for some special events involving food, the JK and SK sit together to eat. Please be mindful that **a child in Senior Kindergarten has a severe allergy to DAIRY PRODUCTS, and to a lesser extent EGGS, FISH AND SHELLFISH (which can be triggered by contact, inhalation and ingestion).**

The child has been at the school since Toddlers and since this time, we have and continue to manage and monitor this allergy seriously and closely. As part of this, the children are encouraged to be careful with their food and to wash their hands after eating. As **the child eats alongside both JK and SK children**, we would ask that you help by reinforcing this practice with your child at home if possible.

Milk, Yoghurt and Cheese (solid/coated/powdered/grated cheese) and milk chocolate products appear to present the highest risk and so it would be a great help if you feel that you can avoid/limit these as much as possible in

your child's food choices. Tuna fish appears a lower risk and, whilst they cannot consume it, others around them should be fine with it.

If you are sending food items to school to be shared out for a special event (e.g. Mother's Day, birthdays), it is preferable that food containing dairy products (including dairy butter), eggs, fish or shellfish be avoided completely. If they do, or there is a chance that they may contain these allergens, it is imperative that you let us know. Some events may be linked with JK classes so take note of information sent home.

We acknowledge that avoiding/limiting dairy products, eggs, fish and shellfish may be a challenge, but your consideration, understanding and support is greatly appreciated.

BIRTHDAY POLICY

We are happy to celebrate children's birthdays at school by singing 'happy birthday'. If you would like to bring in something special to eat or drink on your child's birthday, please tell us a few days beforehand. We ask that these items are mindful of our healthy eating awareness. As we recognise that some parents wish to monitor the food their child may be eating, we ask that you bring a small individually wrapped item. These will then be distributed and taken home at the end of the school day. If it is table-ready fruit, then we are happy to share this out during snack. If you are sending items to school to be shared out, we ask that they do not contain peanuts. **Please note that we are unable to hold parties at school, with balloons, party food and party bags.**

SCHOLASTIC BOOK ORDERS:

The school PTA offers the opportunity to order books and learning resources from Scholastic through a monthly catalogue that is sent home. As you order books for your child, our class/school gains points to use towards buying books and resources for your child to use and enjoy. An email will be sent out with ordering details. Let's order some great books!



HOW CAN YOU SUPPORT?

-  Read newsletters, weekly email updates, check out the school's blog, visit the classroom regularly and have daily conversations with your child's teacher.
-  Become involved in our PTA and support its events.
-  Any offer of help to our class or the school - whether regularly or for specific events – will be gratefully received. Please give your name and contact information to us, along with how you would be willing to help.

PHOTOGRAPHIC IMAGE CONSENT:

Taking photographs/videos is a big part of life here at Provo Primary School. We use some of these on our website/Facebook page or on school displays as well in other printed publications we produce, including

our annual school Yearbook. Please note that your child's name will not be published alongside any photographs used. **We ask for your permission to photograph or make any recordings of your child and as part of the enrolment process and a form will be given to you to complete.**

Please note: parents are not permitted to take photos or make a recording for anything at school or at a school event other than their own personal use. We trust that you will understand the necessity for this formality and that the joy of sharing the moments of your child's times during their early years at school can continue.

Finally, we have an open-door policy: if you have any questions or concerns, PLEASE come and speak to us. After school usually works best since the morning is busy with preparation and greeting children and parents.

Thank you,

Miss Claire Marie and Mrs. Jeannette