



Heatherton
Christian College

PREP HANDBOOK

Growing In Christ | Striving For Excellence | Influencing The World



www.hcc.vic.edu.au



FROM THE HEAD OF PRIMARY



It gives me great pleasure to welcome you to the Heatherton family. We are delighted that you have chosen Heatherton Christian College for your child's educational journey and are looking forward to partnering with you on this voyage of discovery. Jeremiah 29:11 tells us that our Heavenly Father has a plan and a purpose for each of our lives and we are so excited and privileged to be able to partner with you and your child on this journey.

"Education is not the filling of a pail, but the lighting of a fire." – William Butler Yeats

The first year of school is so important and we understand that every parent wants only the best for their child. At Heatherton Christian College, we offer a Christ-centred curriculum, focused on developing students spiritually, academically, socially, emotionally and physically.

With innovative programs that are both engaging and motivating, our students enjoy being part of a dynamic, enterprising Christian school. Our curriculum promotes a sense of God in all things and biblical perspectives are integrated throughout all curriculum areas. Priority is given to literacy and numeracy development, as these are the foundations upon which further learning is built, with students encouraged to learn through play, investigations, questioning, hands-on approaches and from their peers.

I trust you and your child will enjoy your time with us at Heatherton and take the opportunity to be involved in our welcoming community and the activities that we offer.

David Holloway

DAVID HOLLOWAY
Head of Primary

PREPARING YOUR CHILD FOR PREP

Preparation for starting Prep is for the whole family, not just the child. Factors such as changing morning routines, work times, organising the family, working out who will do drop-offs and pick-ups or organising after-school care may have to be sorted out. Be positive about the school experience!

**The more that you read,
The more things you will know.
The more that you learn,
The more places you'll go!**

Dr. Seuss

Below are some ideas which we believe will help your child to prepare for Prep:

Spiritual

It is our desire to see children grow in their understanding of and love for God. Each day your child will be involved in devotion and prayer times. We will also have weekly worship times. We encourage you to help your child learn memory verses so that they can share these with one another and encourage each other in their faith.

"But the fruit of the Spirit is love, joy, peace, patience, kindness, goodness, faithfulness, gentleness and self-control." Galatians 5:22-23

Academic

All children learn and develop at different rates and commence school with varied knowledge and levels of ability. We encourage you to:

- » Read regularly to your child and let them see you read for enjoyment.
- » Provide your child with a rich background of nursery rhymes, stories and songs.
- » Ask your child to count simple things e.g. How many plates are on the table?

- » Get your child to do jigsaw puzzles.
- » Teach them the basic colours, shapes and numbers.
- » Help them to recognise their name to identify belongings and start learning to hold a pencil.

“For the Lord gives wisdom; from his mouth comes knowledge and understanding” Proverbs 2:6

Personal

Encourage your child’s independence and personal development by teaching them to:

- » Put their toys, pencils, clothes etc. away.
- » Care for their personal belongings.
- » Dress and undress themselves, including putting on and taking off jumpers, art smocks and shoes (if they can’t tie shoelaces, we suggest shoes with velcro straps).
- » Blow their own nose.
- » Identify snack from lunch.
- » Listen carefully to instructions for games and cleaning up requirements.
- » Use and flush the toilet independently (it is important for boys to be shown how to use a urinal).
- » Use taps to wash their hands, including the use of soap, and to understand good hygiene.
- » Express needs and wants to adults so that they are understood.
- » Explain to others the difficulties that they are having.
- » Listen without interrupting.

Social and Emotional

Your child’s social and emotional development is a vital part of their transition into school life. You can assist by giving your child opportunities to:

- » Play co-operatively with other children.
- » Share and take turns.
- » Communicate clearly to peers and adults.
- » Respect the property of others.
- » Use self-control and patience.
- » Be separated from you for periods of time e.g. going to a friend’s or relative’s house for a ‘play date’ and assuring them you will be back later.
- » Not be excessively dependent on adults.
- » Cope with correction.
- » Give reasons for his or her actions.
- » Assert him or herself appropriately.
- » Express frustration and anger appropriately.
- » Work and play independently.

For your child’s safety, it is beneficial for them to know the following:

- » Know and recognise their full name, address and phone number.
- » Drop off and pick up arrangements, including after school care, if applicable.

Physical

You can assist your child’s physical development by encouraging them to:

- » Use playground equipment safely.
- » Zip and unzip and pack and unpack their bag.
- » Open and close their lunch box and use their drink bottle.
- » Unwrap their own food and peel fruit e.g. mandarins.
- » Improve their hand eye coordination through activities such as painting, drawing, using scissors, colouring, building blocks and throwing, catching, bouncing and rolling different sized balls.
- » Climb up and over climbing equipment.
- » Turn a tap on and off.
- » String beads and manipulate smaller objects.
- » Run, climb, jump, hop and skip.
- » Sit with their legs crossed when on the floor.

In addition to these ideas, in the insert of this booklet, you will find a Countdown Calendar. We encourage you to place this on the fridge at home and have your child try to complete the set task for each day.

THE FIRST FEW WEEKS OF SCHOOL

Developing Routines

Establishing a regular morning routine will make life easier on you and your child. The following three steps should help to ease the separation process in the mornings for adults and students alike.

Step 1: Prepare your child for the fact that you will be leaving and tell them that you will be returning later in the afternoon.

This preparation should start days before Prep commences.

Step 2: Encourage your child to walk to class, to carry their own bag and hang it up on the hook and to go out and play with their friends until they hear the bell go.

Step 3: At this time, it is recommended that you say goodbye to your child and leave promptly and confidently.

Remember that establishing a calm routine for arriving at school will help ease your child’s transition and put them in a positive frame of mind for the school day. You need to demonstrate confidence so that your child will feel confident.

Day One

Your child’s first day of Prep will be an exciting one, an anxious one or maybe a little bit of both. The more positive and excited you are in front of your child, the more positive they will be towards this transition.

We will begin the day with a Primary Assembly in the auditorium.



On arrival, one of our staff members or student leaders will meet you in the auditorium and show your child to their seat with the rest of their class. Seating will be available for parents at the rear of the auditorium. After the assembly, parents will be given an opportunity to take photos of their children and their classmates and then the teacher will take the children to the classroom. We ask that you not follow your child back to the classroom, but rather say goodbye in a cheerful manner when they leave. If you feel like you are going to cry, please try and wait until you are out of sight of your child as your emotions may evoke the same emotion in them. If your child begins to cry, give some positive reinforcement and then leave. Children generally settle very quickly once their parents leave for the day. Please rest assured that we will contact you if your child is distressed or has difficulty settling in.

This is a very exciting and special day for everyone so please feel free to stay for assembly. **DON'T FORGET YOUR CAMERA!**



Morning Drop-off Protocols

In the mornings, if you arrive at school before the bell has gone, you are welcome to bring your child to the classroom to put their bags on their hook from where they will go and play in the yard. If you do wish to accompany your child to the classroom, you are required to sign in at the College office before entering the school and receive a visitor's sticker. This procedure has been put in place for the safety of our students. Staff need to know, at all times, who is on the property and what the purpose of their visit is.

We encourage you to leave directly after this and not hang around in the playground as this is an important time for your child to build relationships with his/her peers. Once the music starts to play, the students will line up at the classroom and wait for their teacher to lead them up to the auditorium for assembly on assembly days. On Thursdays and Fridays, there are no Primary assemblies so they will line up at their classroom. This is done to help settle everyone down before the day starts and ensure that everyone is ready for the day. Please endeavour to have your child to school before the bell goes, so that they are part of this routine.

Should you arrive after the bell has gone, you will need to report to the College office from where one of the office staff will take your child to the classroom. This ensures that there is as little possible disruption to classes as possible.

Orientation Sessions

In addition to the Information Evening, your child is invited to attend four orientation sessions throughout Term 4. These sessions are planned to help create, in your child, an excitement for their school journey as well as afford them the opportunity to get to know their teachers and fellow students before the start of their journey with us at HCC. Please see 'Important Dates' insert for these dates.

PREP ENTRY ASSESSMENT

We do not run any Prep classes on Wednesdays for the month of February. Our experience is that initially student's energy levels drain quickly, and they become extremely tired towards the end of the week. We find that one day's rest allows them to regain their energy and therefore make the rest of the week's learning more productive. In lieu of classes on this day, the Prep staff will conduct one on one assessments to ascertain each student's basic literacy and numeracy understanding which helps them to develop programs to suit the student's needs. Staff will assist you in booking a suitable time for this at the start of the year.

Prep Entry Assessments include:

- » ILR Diagnostic Screeners (Oral Language, Phonological Awareness and Grapheme/Phoneme)
- » School Entry Assessment (Mathematics)
- » Numbers 1 – 20

Please remember to pack:

- » Fruit break (a piece of fruit/vegetable)
- » Snack (wrapped separately)
- » Lunch (wrapped separately)
- » Lunch box (named)
- » Drink bottle (named)
- » Pencil case (named)
- » School bag (named)
- » Art smock (named)
- » Hat (named)
- » SMILES

Please note:

- » Long hair needs to be tied back.
- » All clothing must be named.
- » Your child will be brought out by their teacher to the main auditorium at the end of each day.
- » A 'Daily Reminder' will be sent home detailing when specialist subjects take place e.g. days your child needs to wear their sport uniform.

Jesus said, "let the little children come to me, and do not hinder them, for the kingdom of heaven belongs to such as these."

Matthew 19:14






Heatheron Christian
College


Heatheron Christian
College

GRADE 6 BUDDIES

Every Prep child will be matched with a Grade 6 buddy. The Grade 6s and Preps meet together periodically for special 'buddy' activities. The Grade 6 children really enjoy looking after their Prep buddies! Next year's Preps will meet their Grade 6 buddy at the third orientation session called 'Buddies and Bears'.



PREP PROGRAMS

English

I Love Reading (ILR) involves short, sharp sessions of intentional explicit teaching of sounds incorporating fun hands on, sensory and motor activities in order to achieve maximum literacy results. ILR can be easily integrated with all the components of an early childhood friendly program filled with rich, real life and hands on experiences.

Integrated Studies

Our Integrated Topics cover: Science, Health, Engineering, DigiTech, Geography and History and students are given opportunities to explore the world around them.

Maths

Signpost Maths is our primary Mathematics program. The use of this program enables students to gain a solid foundation and understanding of mathematical concepts as well as develop the skills required for problem solving. This also involves investigations where the emphasis is on students applying the skills learned to solve everyday problems.

Specialist Subjects

Students will also begin taking classes in Physical Education, Art, Music, French, Christian Life and Perceptual Motor Program (PMP).

Synergy

Synergy is our whole school Social and Emotional Learning program based on Heatherton's Five Foundations of a Whole Child. This program helps students to develop the understanding, strategies and skills that support a positive sense of self. Synergy promotes respectful relationships and builds capacity for students to recognise and manage their own emotions and make responsible decisions.

Enrichment Programs

Swimming

Primary students from Prep to Grade 6 take part in professionally coached swimming lessons. These lessons aim to improve students' knowledge of water safety and provide them with skills such as water control, breathing control, floating and kicking.

Sports Clinics

In addition to Physical Education lessons, students' sport skills are enriched through professionally lead clinics. These occur once a week for three to four weeks and cover sports such as AFL, cricket and soccer. These clinics aim to improve students' fundamental movement skills, body movement skills and locomotor skills, as well as improve their hand eye coordination and gross motor skills.

Instrumental Music Lessons

The College provides instrument tuition by professional music teachers, for students in the Flute, Clarinet, Saxophone, Trumpet, French Horn, Trombone, Piano, Guitar, Vocal and Percussion. These lessons are provided during school days on a rotational basis, with 16 lessons being provided each semester. Instrumental lessons are an additional cost and will be added to students' College fees. For more information about enrolling your child into this program, please contact the College office.



EXAMPLE OF A TYPICAL PREP SCHOOL DAY

Prep Timetable Example		
8:15am – 8:40am	Outside exploration and play	This is a time for children to prepare and get organised for the day. Encourage your child to organise their own belongings in the designated area. Once they are organised, they are able to enjoy outside play and are encouraged to interact with their peers during this time.
8:45am	Classes Start	Students line up with their classmates and head to the Auditorium for Assembly with their teacher. Please be aware that late arrivals miss this very important part of the day, so please plan to be on time.
9:00am	Mat Time	This is when we mark the Roll and the first group session of the day starts. We discuss the daily routine, discuss the class calendar and prepare for the day.
9:10am	Literacy Session	For literacy, students participate in a range of activities to develop their abilities in reading, writing and handwriting.
9:50am	Fruit Break	Students come together on the carpet and enjoy a healthy snack (fruit or vegetable) from home.
10:00am	I Love Reading Activities	Children move into differentiated groups for literacy activities based on the I Love Reading Program. These activities include hands on learning to help students consolidate their knowledge and develop their creativity.
10:50am	Recess	Children play in the Prep playground or in the yard.
11:15am	Mathematics Session	Children participate in a variety of activities to build on their knowledge of number and algebra, patterns, measurement, shape, location and transformation, and data representation. Online Mathematics activities are also available during this time.
12:50pm	Supervised Lunch	This is a relaxed time where children take turns to say grace, eat their lunch together and have an opportunity to engage in peer conversations.
1:00pm		Children play in the Prep playground or in the yard.
1:45pm	Specialist Session	Students participate in a range of specialist lessons, these include: Art, Music, Physical Education, Perceptual Motor Programme or French with a specialist teacher.
2:35pm	Integrated Session	Over the course of the year, students explore a range of topics through investigative work and hands-on learning. Topics may include Community, Sustainability, Social Justice, Creativity, Identity, Change, Discovery and Connections.
3:10pm	Getting Ready to go Home	Before students are dismissed, they pack their belongings and clear up their space in the classroom, checking hats and bags, giving out newsletters and home readers.
3:25pm	Home Time	The teachers take the students to the Auditorium where they are collected by their parents/guardians. Students are not released until their parents/guardians collect them from the teacher.





Heatherton

Christian College

Executive Principal: Peter Cliffe

Head of Campus: Phil Eastman

316-322 Kingston Rd, Clarinda VIC 3169

Phone: (03) 8551 6650

Email: office@hcc.vic.edu.au

www.hcc.vic.edu.au