

CLASS INFORMATION



KS - Mrs Alison Sheppard



Welcome to 2024! I trust your holiday was relaxing and refreshing.

Today classes formed and your child has been placed in **KS**.

My name is **Alison Sheppard**, and I am excited to be teaching your child this year.

A little bit about Mrs Sheppard:

I have been working at Wadalba Community School since 2016. I will be your child's classroom teacher this year. I have been on kindergarten for the past few years and absolutely loved it and I am looking forward to the year ahead. I enjoy spending time with my family and spending time outdoors in particular at the beach.

We have some other teachers throughout the week:

- Library- Miss Danni Green
- RFF- Mrs Rebecca Vassel
- Learning Support- Mrs Rachael Raccani-Hewitt

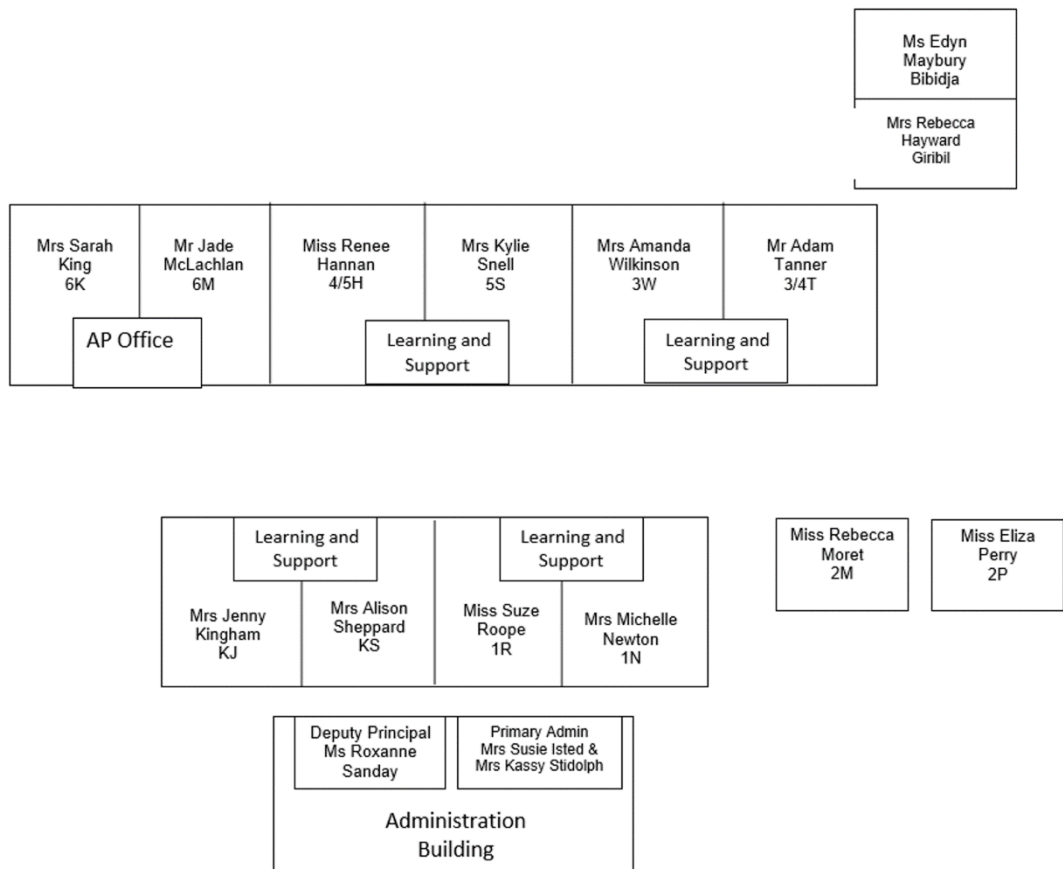




WCS Class Information

Weekly Overview

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Return home reader for changing	Return home reader for changing	Return home reader for changing	Return home reader for changing	Return home reader for changing
		Library Day		Sport Day



Interviews/ Meetings

- We will be hosting a Parent Information Night on **Tuesday February 27th**. This will be a general information session where parents can meet the teachers and ask questions about school routines and learning. More information will be sent about this closer to the date.
- We will then have individual parent/ teacher interviews **early in Term 3** after students receive their first report card. Families will be able to book timeslots online for this evening.
- Outside of set parent interview nights, if you ever wish to request a meeting, these are best arranged at mutually convenient times and when I am not on class. Send me a Class Dojo message if you need me to call you or to arrange a meeting.



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- If I ever have concerns or questions about your child I will contact you through Class Dojo, via phone or in person.

Home Reading Program

- Your child will bring home a home reader in an A4 pencil case or folder each day.
- Please send them back each day for changing.
- Please listen to your child read each night and record the details on the home reading card. If your child is unable to read at first, you can read to them. Books from home can also be read and recorded on the home reading card.
- The books should be easy when reading at home. Students read more difficult texts at school with the teacher, however easier books are sent home to develop fluency when reading.

Homework

- Students in Kindergarten, Year 1 and Year 2 will not engage in formal homework. However, we ask that all students complete their home reading each night and practise learning the letter-sounds they are learning which will also be sent home.

Class Requisites

The following school requisites can be purchased ready for your child and sent to school-

CLASS REQUISITES - HOME PURCHASE

The following school requisites can be purchased over the holidays ready for your child to start the school year.

Level	Requisites
KINDER TO YEAR 2	<ul style="list-style-type: none"> Glue Sticks x 4 Plain shirt for painting Library Bag Home reading folder - waterproof (large A4 Pencil case/plastic wallet)
YEARS 3 TO 6	<ul style="list-style-type: none"> Glue Sticks x 3 Whiteboard markers x 4 Library Bag Home reading folder - waterproof (large A4 Pencil case/plastic wallet) Eraser
	<ul style="list-style-type: none"> Pencil case Lead pencils Red and blue pens Ruler Coloured pencils Sharpener Highlighters Textas

Student Education Packs

- An email has been sent home requesting payment for these through Schoolbytes. The final date for this payment is Friday 17th February.

Kindergarten	Handwriting Textbook	\$14
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Notes and money (SchoolBytes Portal)

Excursions or Incursions

- Notifications regarding school activities and excursions are emailed to parents using the SchoolBytes platform. Please ensure the email that you have on file with the front office is up to date and checked regularly. Emails regarding events will include a link to give consent (or opt out) for an activity and then to



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make payment. You can login to the SchoolBytes payment portal at any time to check if there are activities requiring permission or payments due, and access your payment history.

<https://portal.schoolbytes.education/auth/login>

- Payments can also be made via the front office by EFTPOS or cash, or cash sent in to class with students. If sending cash, please seal in an envelope, labelled with the child's name and class, what the payment is for, and the payment amount.

Absences

- Students are expected by the Department of Education to attend school over 90% of school days. If absent, an explanation of an absence must be received within 7 days of your child's return otherwise it is recorded as an unexplained absence. Partial absences must also have an explanation. Please send a note to school with your child when they return after an absence stating the dates and reason for which they were away. You can also call the school or explain the absence by replying to the absence text sent to your mobile.

Illnesses

- Please contact the school if your child has a highly contagious infection such as COVID, chicken pox, measles, whooping cough, or any other contagious illness.
- Please notify the school immediately if you receive a positive COVID result for your child.

Birthdays

- You may send small birthday treats to school to share with your child's class. Cupcakes or individually wrapped treats are preferred.
- "Birthday Buckets" of ice blocks are also available for purchase through the school canteen.
- Please let me know if you would like to opt your child out of birthday treats brought from home or the canteen.

Shoes

- Black leather shoes should be worn every day except for your child's designated sports day where sports shoes may be worn.
- To foster independence, please ensure your child is able to put their shoes on and off themselves.

Spare Clothes (K-2)

- Please send a spare pair of underwear, and a change of uniform to school with your child just in case. Accidents do sometimes happen.

Food Breaks

- We have fruit & vegetable break sometime in the morning session. Please send a piece of fruit or chopped vegetables for your child to eat at this time. We have found this has had a very positive impact on student learning.
- At Wadalba we support healthy eating at school. Please ensure your child has food for fruit break, recess and lunch each day.



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Canteen

- Lunch orders can be placed in the lunch basket (in the classroom) each day Mon- Fri. You may also like to setup an account and order via the internet at <https://schoolshoponline.net.au> . Our primary canteen is typically open at each day at recess and lunch but this should not be relied upon for student recesses or lunches as it depends on the availability of volunteers. To guarantee food, please place a lunch order.

News

- Your child will be given a news day.
- They may bring in items from home however these are their responsibility to care for. We request all children place toys in the storeroom during class time but cannot guarantee they will not be damaged with your child during breaks. Please ensure that your child does not bring any items that would cause concern if this was to happen.

Uniform

- Please ensure all school clothing is clearly labelled with your child's name. Black leather shoes must be worn unless there are special circumstances (a note must be provided). Sport shoes can be worn on Sport Days. Hats **MUST** be worn by all students as part of our Sun Safety Policy.
- Uniforms can also be ordered online at <https://schoolshoponline.net.au>.

Drop Off/ Pick Up

- Students may be dropped off at school at the dedicated Primary gate adjacent to our "Kiss and Drop" zone.
- There is no supervision for students before 8:00am each morning. Please do not send your child to school earlier than this.
- If collecting your child, please wait under the COLA area and away from the classroom until the 2:30pm bell rings. Parents outside the classroom can be distracting to the students who are still learning or trying to pack away ready to go home.

Assembly

- Primary assemblies are held in Week 5 and Week 10 at 11:00am. These are led by our student leadership team and include two class performances.
- I will let families know when it is our turn to perform.

Sport- Term One

- Sport will be on **Friday** each week.

Labels

- Please ensure that all your children's belongings are clearly labelled. Though we do our best to prevent it, no responsibility will be taken by the school for lost items. All items found without labels can be claimed from lost property.



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Classroom Helpers

- We would love parent helpers for changing home readers, reading club, literacy and maths practice. Please contact me if you are interested in helping in any way.
- Please make sure you get a visitor's tag from the office before coming to the classroom. The office needs to know who is on the premises in case of emergency and to keep the students safe.
- Please use care with the other students as you would like others to treat your child.
- There are opportunities to assist in other areas of the school such as fundraising, canteen volunteers, book club, making costumes for performances and other areas as they arise throughout the year. Please let us know if you are interested so we can get the right people to contact you.

Our School Website

- Please visit the primary section of our school site for lots of useful information on our school, our events and your child's education and wellbeing. Many of your questions can often be answered by visiting our website.

<http://www.wadalba-c.schools.nsw.edu.au/>

Facebook

- Like the Wadalba Facebook page for updates throughout the day, reminders or events and important school information.
- Even if you are not a member of Facebook you can still visit the page at:

<https://www.facebook.com/WadalbaCommunitySchool/>

Commendation Awards

- Students can receive commendations for a variety of things. When they have 5 commendations they will automatically get a bronze award at assembly. See the full progression below:

- 5 Commendations / Community Spirit Awards = Bronze Award

- 3 Bronze Awards= Silver Award

- 3 Silver Awards + Participation in extracurricular school activities + Participation in a community event

Gold Award

Library

- All students are able to borrow from the library (as long as they have a library bag).
- Classes have a library lesson once a week and students have access to the library at lunchtimes. Students also have access to the library computers during these times.
- Our library day is **Wednesday**.



WCS Class Information

School communications

You can find out what is happening at school through the following ways:

- ClassDojo is the primary method of communication with families (see below)
- Notes are sent home via email to inform parents of special events.
- A school newsletter is placed on the website and emailed to parents/carers fortnightly. This contains school news, a calendar of events and other items of interest.
- Information can also be found on Wadalba Community School's Facebook page and website.
- Parent information sessions are held from time to time to discuss specific issues relevant to different groups.
- Parents receive formal student reports at the end of each semester.
- Primary teachers are usually in their rooms after school for varying periods of time. Teachers are unable to speak to parents during class time.
- Parents are encouraged to contact the school to discuss concerns or raise questions relating to their child when the need arises.

Class Dojo

- We use a digital platform called ClassDojo to reinforce classroom behaviour and to communicate directly with parents. Students earn points for demonstrating appropriate behaviour. Parents and carers are able to join ClassDojo and use either the app (Android or iOS) or website to see how their children are going and to communicate with the teacher. The app is very useful as it sends you notifications when your child earns points or if the teacher sends you a message. Only you can see your child's points, no other parent will see your child's information. All and messages sent by staff or to staff are secure and only accessible to you.
- If you have connected to ClassDojo before you should soon be connected automatically to your child's new teacher. If you have not used it before or have another child starting school, details about how to connect to your child's account will be sent home. **Please note: any absence notifications or urgent messages (such as changes to pick up arrangements) need to be communicated via the school office as teachers will not always be able to check ClassDojo throughout the day.** Similarly, teachers will only respond to messages outside of business hours at their discretion.

School Office

- The school's office is located in the administration block and is open from 7.45am to 3.00pm.
- The office is available to students before school, at recess and at lunch.

House Groups

Students are put into the following House Groups. Family names beginning with the letters:

A – D Thorpe (blue)

E – K Bradman (green)

L – R Hall (red)

S – Z Freeman (yellow)



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If you ever have any concerns about your child, please feel free to contact me. You can call the office to make an appointment, message through Class Dojo or send a note with your child requesting a meeting or phone appointment. The education and wellbeing of your child is very important to us, and we all play a part in helping them grow and learn.

We look forward to a wonderful year!

Regards,
Mrs Alison Sheppard
Classroom Teacher