



GLENCOE PRIMARY SCHOOL

EARLY CHILDHOOD INFORMATION BOOKLET 2025



To inspire and prepare students for the opportunities and challenges of the future

GLENCOE PRIMARY SCHOOL

Glencoe Parade
HALLS HEAD WA 6210

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Email: Glencoe.PS.enquiries@education.wa.edu.au

Glencoe Primary School Website: <https://www.glencoepriaryschool.com.au>

SCHOOL TERMS 2025 (Students)

Term 1 Wednesday 5th February – Thursday 11th April

Term 2 Monday 28th April – Friday 4th July

Term 3 Monday 21st July – Friday 26th September

Term 4 Monday 13th October – Thursday 18th December

SCHOOL DEVELOPMENT DAYS 2025 (Pupil Free)

Term 1 Monday 3rd February & Tuesday 4th February

Term 2 Friday 30th May

Term 3 Friday 15th August

Term 4 Friday 21st November & Friday 19th December

Students finish school on Thursday 18th December 2025



THE EARLY YEARS OF SCHOOLING

In 2025, the **Early Years Learning Framework (EYLF)**, the Western Australian Curriculum, the Kindergarten Curriculum Guidelines, and the National Quality Standard (NQS) will continue to impact predominantly upon the teaching and learning program in Kindergarten and Pre-primary, as a matter of course.

Australia's first national **Early Years Learning Framework** has been developed collaboratively by the Australian and State and Territory Governments. It had substantial input from the early childhood sector and early childhood academics.

The Framework describes the principles, practice, and outcomes essential to support and enhance young children's learning from birth to five years of age, as well as their transition to school. The Framework also recognises the importance of communication and language (including early literacy and numeracy) and social and emotional development. Content for Kindergarten students will be based on personal and social competence and preparatory literacy and numeracy capabilities.

The Kindergarten Curriculum Guidelines are built on the **Early Years Learning Framework (EYLF)**, which is the mandated Framework for Kindergarten in Western Australia. The purpose of the guidelines is to facilitate the optimal learning and development of Kindergarten children in Western Australia. They also identify connections to the curriculum content for Pre-primary. These clarify what we expect students to achieve in Kindergarten and Pre-primary. More of an emphasis on explicit teaching will be evident, particularly with Pre-primary students, with a focus on early literacy and numeracy, and social and emotional development.

In Western Australia the National Quality Standard applies from Kindergarten to Year 2. It establishes a consistent national position about what quality means in early childhood education and care, regardless of state/territory and regardless of service and school type.

Jesse Murphy
Principal



GENERAL INFORMATION

ENROLMENT AND ATTENDANCE

Kindergarten enrolment is not compulsory. However, once parents have enrolled and accepted a place for their child, attendance is compulsory. Regular attendance in Kindergarten is vital as it helps build a strong foundation for learning, fosters routines and supports social and emotional development right from an early age.



KINDERGARTEN

Children attend five full days (30 hours) per fortnight. Students enrolled in Kindergarten in 2025 have been divided into separate classes. Please refer to the sheet in your orientation package, which shows class groups, days, and times your child will be attending.

PRE-PRIMARY

Enrolment in Pre-primary is compulsory, and every child of Pre-primary age is required to attend school.

Children attend five days per week.

VOLUNTARY CONTRIBUTIONS:

Kindergarten \$60

Pre-primary \$60

Voluntary Contributions assist in providing items including art paper, exercise books, school library materials, printing materials, art and craft supplies. In addition to paying Voluntary Contributions in cash, the option of paying online (via electronic transfer) is also available. Details are as follows:

CommBiz – CommBank

BSB: 066 040

Account Number: 19908024

Important: Please ensure your **CHILD'S FULL NAME (first name and surname)** appears on the transfer as a reference for the school.



COMMUNICATION/COMPASS

The school uses Compass to communicate all information to parents. In your welcome pack, you will receive instructions on how to "Get Started with Compass". Login details are available once your child has commenced. Please contact the office if you have any questions.

NEWSLETTERS

Fortnightly school newsletters can be found on the Glencoe Compass App and our school website. We encourage you to read the newsletter as it will keep you up to date with day-to-day school news and activities.

A Parent Planner is provided each term. Various important dates can then be entered on home calendars.

CHANGE OF ADDRESS

Please notify the main office or use Compass to update any changes to (this is particularly important if there is an emergency):

- Address
- Telephone numbers
- Emergency contacts
- Medical conditions
- Family custody arrangements - please provide a current copy of any court orders.

PARKING

There is limited parking on Glencoe Parade. Parking is also available in Brigadoon Close (located adjacent to the oval).

Please do not park or drop off/pick up children in the staff car park. This is for staff only.



PICKING UP CHILDREN

Children are to be collected promptly at 2.45pm by a responsible adult, listed on their enrolment.

- If someone other than a parent is to collect the child, the Administration Office must be notified prior to the times.
- Please inform us of any day-care arrangements.
- If you are unavoidably late (i.e. car breakdown) please ring and let us know.
- Parents who are picking up their children early will need to report to Administration, at the front office to sign their child out and receive an early release pass that is given to the classroom teacher.

OUT OF SCHOOL HOURS CARE (OSHC)

Outside of School Hours Care (OSHC) is available on grounds at Glencoe Primary School in 2025.

Waratah All Year Care can provide before, after school and vacation care.

Contact details:

Phone 0414 535 685

Email: leighmetcalf@live.com.au

Website: Waratahallyearcare.com.au

REPORTING ABSENCES

In the event your child is absent from school, please use Compass App or phone the Administration Office explaining the reason. This must be done before 9:30am.

The school also operates a mobile phone messaging system for the communication of student absences. Parents will receive an SMS if their child is absent, and no explanation has been provided. If an explanation for the absence has been received prior to 9:30am, parents will not receive an SMS.

Requests for students to go on vacation during the school term will not be authorised by the Principal.

ILLNESS

Throughout the year if your child is not well, please keep them home, and inform the school.



DUTY OF CARE

Children are to be supervised by a responsible person until the classroom door is opened at 8.30am. If you are dropping your child off before 8.30am, they must go to the canteen undercover area.

Please ensure you close gates at all times.

SIREN TIMES

Start of Day: 8.30am

Lunch: Play 10.45am – 11.25am
Eat 11.25am – 11.45am

Recess: Play 1.05pm – 1.30pm
Eat 1.30pm – 1.50pm

End of Day: 2.45pm



LUNCH TIME AND RECESS

Lunch: We recommend students are provided with a nutritious lunch and snacks in a lunch box with the student's name on it. Recess is to be supplied in a separate lunchbox (please no cool drinks, sweets, lollies or chocolate etc). Please use packaging and containers that children can open easily. We encourage children to eat fresh fruit and vegetables and drink water during the day.

Lunch orders: There is a canteen facility on site in the senior undercover area. This is run by our P&C and is open on Wednesday, Thursday and Friday. Lunches need to be ordered at the beginning of the day, from the School Canteen, starting at 8:15am. You may also use the Quickcliq App to place orders. Alternatively, the Lunch Order Box at the Canteen can also be used.

Drinks: Water is available at the school. However, please ensure that your child brings their own drink bottle labelled with their name. Only water is to be brought to school.

SCHOOL UNIFORMS

All children are expected to wear our school uniform. Uniforms can be purchased from Perm-A-Pleat Clothing, which is located at Unit 2, 76 Reserve Drive, Mandurah. Telephone 9500 3036. Uniform details and price list have been included in your orientation pack.



CHANGE OF CLOTHING

Please place a change of clothing (in a named bag) in your child's bag in case they need to change. Please also include a large snap lock or plastic bag so we can place wet clothing in.



HATS

- A broad brim hat (minimum 5 cm brim) complying with the school's Dress Code Policy is acceptable.
- Please ensure hats are without chin straps.
- Put your child's name inside the hat.
- Children without hats are required to stay in the shade.

SCHOOL BAGS

Children need to bring a bag to school in which they carry their lunch, drink bottle and a change of clothes.

- Please put your child's name on their school bag.
- Bags will be kept outside the classroom.
- To help identify and to make bags easier to open, please attach a key tag to the zip.

PERSONAL BELONGINGS

Please do not bring toys, or things of value from home. The school holds no responsibility for them if they get lost or broken.

PARENT VOLUNTEERS

All parent helpers are required to sign in (at the Administration Office). A Confidentiality Agreement must be signed prior to assisting in your child's classroom.

EXCURSIONS/INCURSIONS

The occasional excursion/incursion may be arranged to fit the educational program throughout the year. Costs will be considered and written parental permission will be required for each event.



SCRAP MATERIALS

We use a variety of materials from home/work for children's activities. Please send in any of the following:

- Magazines
- Greetings Cards
- Boxes any size in good condition (not cigarette or detergent)
- Washed Yoghurt/margarine containers
- Material scraps/ribbon/lace
- Wool
- Buttons /sequins /beads
- Wood scraps (soft eg. pine or chipboard)
- Wrapping paper/cardboard
- Discarded jewellery, scarves, hats, shoes, bags, clothing (for dress up)
- Cylinders (not toilet rolls)



KINDERGARTEN AND PRE-PRIMARY HEALTH ASSESSMENT

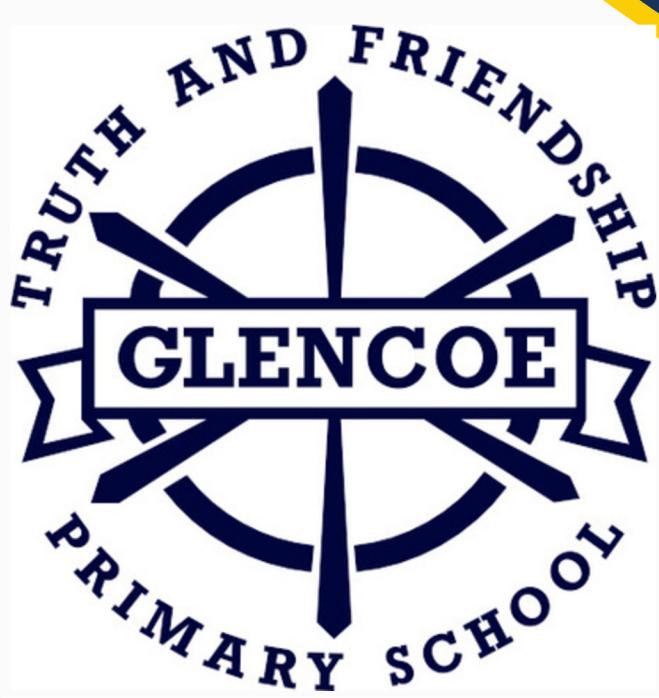
Once you have given written consent, your child will have their vision and hearing tested along with a general assessment. A health assessment may include speech/language development and general developmental milestones. The Community Nurse can provide vision/hearing checks or other assessments of your child, at any time during their school years. This routine examination commences in Term 2.

Immunisation should be completed by 4 years of age. Once completed, please provide an updated copy of your child's immunisation record to the school. Once your child is attending school they come into contact with many children and possible diseases, so by keeping their immunisations up to date, you are helping to keep your child healthy. These immunisations are available at Mandurah Community Health Centre (phone 9586 4401) or at your doctor's surgery.

HEAD LICE

Please check your child's hair regularly and use approved treatment methods. Please treat your child at home until they are clear of any head lice and inform the class teacher so we can encourage everyone to check their child's hair.





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