Bucasia State School
Live & Learn

Get Set for Prep 2027



Parent Handbook

Contact Details

Phone: 4969 7888

Email: principal@bucasiass.eq.edu.au

Visit our website: www.bucasiass.eq.edu.au



Enrolment

To be eligible to enrol in Prep in 2027 at Bucasia State School, your child must be born 1st July 2021 to 30th June 2022.

- Children must be 5 by 30 June in the year they start Prep.

For information on early entry for Prep see https://education.qld.gov.au/parents-and-carers/school-information/school-operations/early-and-delayed-entry-to-prep

Please note that you may enrol for the 2027 Prep Year at our Administration Office. You will need to bring along your child's birth certificate for verification of age. We are enrolment managed so proof of residency is also required (Rates, tenancy agreement, utilities invoice, statutory declaration, etc.)

Attendance

Bucasia State School has a full day Prep program 5 days a week. Follow the link for prep eligibility https://earlychildhood.qld.gov.au/early-years/kindergarten/enrolment-and-preparation

Important dates and times

OFFICE HOURS:	8:00am to 3:15pm (Monday to Friday)
SCHOOL STARTS:	8:50am
MORNING TEA:	10:50am – 11:30am
LUNCH:	1:00pm – 1:40pm
SCHOOL FINISHES:	3:00pm

- *Class routines will be communicated at the information sessions.*

Please advise our office staff:

- If you change your address
- If you change your telephone number
- If there is a change in your emergency contact number
- If any significant changes occur with your child's health
- If you feel we should know of any other changes which concern your child
- When your child is absent

Queensland term dates – 2027

Term	Dates	Length
Term 1	Wednesday 27th January – Thursday 25th March	9 weeks
Term 2	Monday 12th April – Friday 25th June	11 weeks
Term 3	Monday 12th July – Friday 17th September	10 weeks
Term 4	Tuesday 5th October – Friday 10th December	10 weeks

How to have a successful first day of Prep:

- ✓ Pack your child's bag the day before with your child so they know what is in there. Make sure they have everything they need and that **everything is clearly marked with your child's name.**
- ✓ Remember to pack your child's school hat. If possible, have a spare hat as hats get easily lost. Don't forget to name your child's hat as they are the most commonly mislocated item and it is easy to get back to them if it is named.
- ✓ **Pack a set of spare clothes with each item named.** Underwear is important. Place the spare clothes in a plastic bag and write your child's name on the outside. Clothes will remain in your child's school bag all year.
- ✓ Leave plenty of time to get ready as rushing can make your child feel anxious and make it harder for them to get a good start to the day.
- ✓ At approx. 9:50am children have a short 'Super Snack'. This snack must be fruit or vegetables. **Snacks do not go in the fridge.** At first lunch we encourage children to eat their cold and healthy options first and leave at least one other food item for second break.
- ✓ Make sure that lunch is packed in easy to access containers. In our school we aim to minimise packaging and waste. Your child should be able to open their lunch items by themselves. Make a small cut in packaged items to help them.
- ✓ Send a clearly named plastic water bottle for the classroom. Water is the only option – no soft drink, juice or cordial. Thank you.
- ✓ Say goodbye when the bell goes and tell your child you are leaving and that you will be back in the afternoon.
- ✓ Be positive when picking up your child. Ask "Tell me the best thing/something about your day?"



Curriculum

As with all Queensland State Schools we teach and assess English, Maths, HASS, Technology, Physical Education, The Arts and Science as prescribed by the Australian Curriculum.

The National Curriculum Information from ACARA (Australian Curriculum and Reporting Authority)

The Australian Curriculum describes a learning entitlement for each Australian student that provides a foundation for successful, lifelong learning and participation in the Australian community. It acknowledges that the needs and interests of students will vary and that schools and teachers will plan from the curriculum in ways that respond to those needs and interests. The Australian Curriculum acknowledges the changing ways in which young people will learn and the challenges that will continue to shape their learning in the future.

Learning

Bucasia State School Prep Teachers believe in providing a safe, positive and stimulating learning environment that offers rich learning opportunities that consider the learning styles and needs of every child in the class.

What will my child learn in Prep?

- A positive approach to learning
- Independence and confidence
- Getting along with others
- Thinking and problem-solving skills
- **English** – early literacy skills in reading, writing and oral language
- **Maths** – early numeracy skills
- **Science**
- **HASS**
- **Health and Physical Education** with a specialist teacher
- **Music** with a specialist teacher
- **Technologies** with a specialist teacher
- **The Arts** – Visual Arts, Media Arts, Drama and Dance.

Age Appropriate Pedagogy (Pedagogy means teaching practice)

Bucasia State School is involved in an Age Appropriate Pedagogy initiative. This ensures that we deliver a balance and range of effective pedagogies such as active, agentic, collaborative, creative, explicit, language rich and dialogic, learner focused, narrative, playful, responsive, blended and scaffolded to make learning interesting and engage students.

Reporting

Parent / teacher interviews occur at the end of Term 1 and Term 3. This is a time when we set goals for the child that are ongoing for the year. They are discussed and re-evaluated in Term 3.

A report card is sent home at the end of Semester 1 (June) and Semester 2 (December).

Communication

The staff at Bucasia State School are willing to assist you with any question or concerns during your child's time with us. Your child's teacher will provide their email address for you to contact them with any questions or concerns.

The best form of communication is to make an appointment to speak with your child's teacher – this can be done via email. The teacher aides are fantastic at taking important messages and passing them on to the teachers.

The administration staff are there for you to contact regarding various non-academic matters either in person, by phone or email.

A school newsletter is emailed on a fortnightly basis and can also be found on the school website and QSchools app, and classroom notes and updates are sent home on a regular basis. Please ensure administration staff have a current email address for this to occur.

Parade is held weekly in the school hall at 9am unless advised otherwise. Parents are welcome to attend this parade.

QParents is a free app for smartphones and parents can use this app to access their child's academic, behaviour and attendance records as well as notify the school of absences and pay for school expenses. It is an excellent tool to manage student absences and payments to the school. Office staff can assist you with this.

Facebook – regular updates/reminders and photos are posted on our Bucasia State School Facebook page.



Expectations for starting Prep

- Please be sure your child is well rested, well-nourished and well prepared to start their day.
- Talk positively about school and discuss your new routines.
- Encourage your child's independence.
- Ensure your child is confidently able to dress and toilet themselves in a timely manner and know how to wash their hands after toileting.
- Encourage your child to take responsibility at home. Being responsible for regular household tasks such as setting the table, wiping up, folding clothes and tidying their own toys away teaches confidence, reliability and responsibility.
- Have your child practice eating lunch from their lunch box over the holidays. This way you can help your child learn to open packets, unwrap glad wrap on food items or put straws into poppers.
- Ensure your child knows how to blow their nose and wash their hands afterwards.

Sick Children

Even though your child may want to come, school is not the place to be when your child is sick. Runny noses, temperatures, cold sores, open sores or discharge from ears or eyes are all indicators of possible infectious conditions. As well as risking the health of others, your own child is placed at risk of further infection at a time when immunity is low. Please keep your child at home during such times.

Illness/Accident

School staff will contact parents if a child becomes ill or is involved in an accident. It is imperative that parents provide current contact phone numbers for emergencies or illness to the office.

Early Departures/Late Arrivals

From time to time you may need to drop your child off late or pick them up early. You will need to inform the office if you need to collect your child early. Students that arrive late or leave early will need to be signed out at the office. Parents are discouraged from collecting their children during lunch breaks unless previously arranged as it is often difficult to find students during play time.

Toys and Treasures

Please do not bring toys and treasures to school. On special occasions you will receive ample notice as to what items are appropriate to bring to school.

Lost property

Please make sure that all articles of clothing and personal school equipment are clearly marked in permanent marker with your child's first and last name. Lost property items are located in the clothing rack kept in the undercover area.



Prep Uniform

Prep children wear the Bucasia State School uniform as pictured.

Children are required to wear covered footwear and a wide brimmed hat. Uniforms and hats may be purchased from the school's Uniform shop. The hours are as follows: -

Tuesday's 8:00am – 10.00am

Thursday's 2:00pm – 4:00pm

Cash and EFTPOS payments accepted, **or** you can order via the FlexiSchools website.

We recommend that preps wear Velcro shoes unless they can independently tie their own laces.

Long Hair

Long hair must be tied back whilst at school. Head lice can be an issue in all school settings. Parents are asked to check their child's hair each day and inform the school if present. If we are all vigilant, there will be fewer outbreaks at school. We encourage hair ties to be school colours.

Excursions

Preps attend a number of various excursions or are involved with in-school events throughout the year. Excursions are to extend classroom learning in a real-world environment. Excursion notes will be emailed via QParents prior to any event. Parent volunteers are often required on these excursions.



Medication

For medical conditions such as asthma, epilepsy, anaphylaxis, etc, we require an action plan be provided to the school office. Medication is administered by administration only. Please do not give medication to your child's teacher, however please inform them when medication is needed. For routine medication please see the school office to complete paperwork to allow staff to administer this medication. It must have a pharmacy label.

Money

When money is due for Prep excursions etc., please put the correct amount of money in an envelope and mark it with your child's name, class, what the money is for and how much is enclosed. All payments are to be paid to the office – teachers CANNOT accept money - or alternatively you can pay using many electronic options available – Eftpos, BPoint, QParents, Direct Debit, Centrepay. **BPoint is the preferred payment option by the Department of Education.** If paying with cash, please try to have the correct amount as we don't always have change available.

Behaviour

Bucasia State School is a PBL (Positive Behaviour for Learning) school. Please refer to the school Code of Conduct for behaviour expectations.

Walking Club

No organised supervision is provided before 8:50am. Children that arrive early will be participating in Walking Club which starts at 8am and all children are expected to join in. There should be no students here before 8am.

Breakfast Club

Breakfast Club is held in the mornings on Monday-Thursday from 8:30am-8:50am and is available to all students.

Lunches

There is a fridge in most classrooms for the children to keep their lunch cold. Food will not be heated up. If there is no fridge, an insulated lunch bag with ice brick will keep lunches cool.

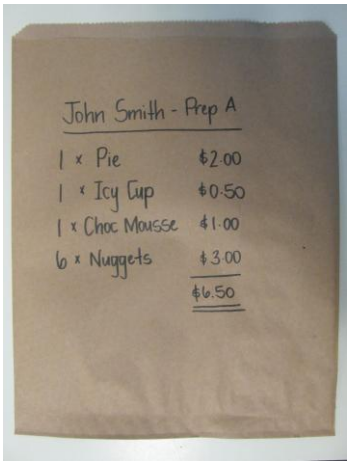
Being at school is hard work, so by lunchtimes your child will be hungry. Your child will need a nutritious lunch. Monitor lunch boxes and talk with your child to see what they want in their lunch and also if they need more or less. Please note, this will change with the weather and their friendships. Most food is eaten at 1st break (10:50am-11:00am)

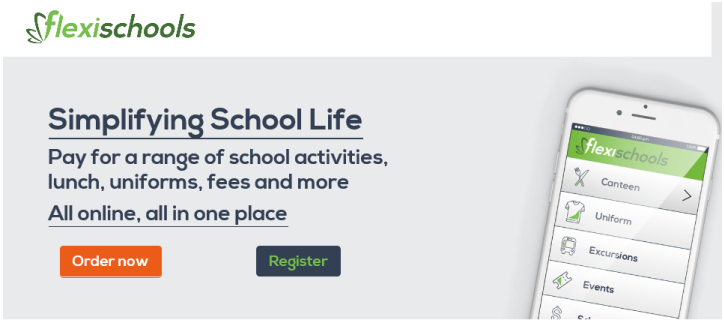
When packing your child's lunch:

- Provide enough healthy food for 2 lunch breaks
- Fruit snack is to be packed separately
- Ensure that your child can open their lunchbox and containers and unwrap all items
- Provide a variety of smaller items rather than one or two large items
- Provide a water bottle every day
- Limit sugary snacks
- Keep sweets and party food for special occasions
- If you send items such as yoghurt, please pack a spoon.

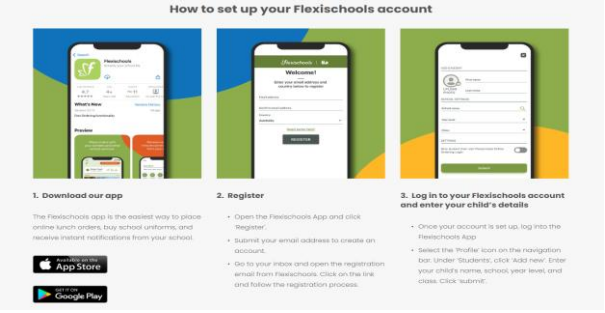
Tuckshop is available every day at first break from Monday – Friday (and second breaks on Fridays). A tuckshop list will be sent home.

Prep students **must order** tuckshop via writing their name, class and order on a brown paper bag with the money enclosed **or** via the FlexiSchools website. The order is then placed in a tuckshop box which is located in their classroom. Tuckshop will then be delivered to the classroom in time for first break. Prep students cannot have money to order at the tuckshop by themselves. **FlexiSchools is the preferred option for ordering tuckshop. There is also EFTPOS available in the tuckshop for payments before school.**











Prep Sample Daily Routine



8:40 to 8:50am	Arrive at school – classrooms will open at 8:50am
8:50am	First bell rings – goodbye to parents and do different activities and routines
8:50am	Learning begins with morning session of roll & phonics, phonemic awareness and articulation activities.
9:00am	Literacy focused lesson & activities
9:50am	**Super Snack –** Healthy snack
10:00am	Continue literacy activities/literacy groups
10:50am	**First Lunch Break is supervised outside in the courtyard with Year 1 and Year 2 students**
11:00am	**Supervised playtime outside on playgrounds and sandpit**
11:30am	Back to class
11:40am	Numeracy focused lessons and activities
1:00pm	**Second Lunch Eating Break is supervised outside the children's classroom**
1:10pm	**Supervised playtime outside on Prep & Year 1 playgrounds and sandpit**
1:40pm	Back to class
1:40 to 1:50pm	Roll
1:50 to 3pm	**Science / HASS / The Arts / PE / Technology/Buddies**

Afternoon Pick Up

In the afternoon we request that you collect your child from the classroom at 3pm. To avoid distractions, please wait outside the Prep rooms in the grassed areas, or on the benches until the teacher invites you to collect your child. Please do not wait on the verandas as this can become very congested and distracting.

BUCASIA STATE SCHOOL STUDENT RESOURCE SCHEME 2027

The Student Resource Scheme 2027 has been approved by the P & C Association.

Dear Parents,
The fees for 2027 will be $60 for years Prep to Year 6. This fee supplements materials for art, craft, cooking, construction and other activities conducted as part of classroom programs. It also contributes to the photocopying costs in place of set texts in specific subject areas.

Due to past fundraising, most classes have a refrigerator for student use. We encourage students to purchase lunchboxes of a reasonable size so that they can fit in the fridges. Due to class sizes, there can be up to 25 lunch boxes in the fridge. As fridges become older and break down this causes a financial strain on our P & C and may not be replaced. Please check if your child's classroom has access to a class fridge.





