**R/1 - General Information**

**CELEBRATING LEARNING**
At All Saints learning is an active and exciting process that encourages children to construct and make meaning. Children learn within a safe and stimulating environment that allows for curiosity and imagination. We celebrate the uniqueness of all children and build upon each learner’s individual needs and interests.

**RESTORATIVE PRACTICE**
All Saints is a school that approaches bullying, harassment and conflict using a Restorative Practice Approach. This approach emphasises the importance of repairing the harm done to relationships during conflict. It creates opportunities for those involved in conflict to work together to understand, clarify and resolve the situation. This process includes active listening, facilitating dialogue, problem solving and empowering others to take responsibility for their choices and ownership of problems. The advantages of using restorative approaches include building a safer, more caring environment for the children, staff, parents/carers and the school community and a reduction in bullying and other interpersonal conflicts.

In 2015 we will continue to create an ethos of respect and responsibility as we concentrate on building positive relationships with our children. We will also encourage children to build positive relationships with each other so that the classroom becomes a more effective teaching and learning environment and the yard becomes a happier and safer place to be.

For more information on our policies please refer to the school website:

www.allsaints.catholic.edu.au

**ARRIVAL TIMES/ABSENTEES**
- Arrival time is 8:45 where children will engage in selecting a new book for reading at home that night and practising spelling. Readers should be kept for a minimum of 3 nights before swapping. If your child arrives any time after 8:55am (second bell) children will require a late slip from the office prior to entering the classroom.

- Notes of explanation, or personal notification, are required when your child is late or absent from school or via SMS 0418117541 by 9.15am

- On arrival each morning children are expected to:
  1. Carry their own school bag and place it (zipped up) correctly on the bag rack located outside of the classroom.
  2. Bring their reading folder into the class themselves and put them into the appropriate places.
Please allow your children to develop responsibility and independence by letting them choose their own reader and follow through with the morning routine on their own. The establishment of a routine is important and it is vital for children’s social and academic development that they are at school on time. In the event that your child is late for school, please encourage them to come in quietly so that class time is not interrupted. Thank you.

**READING AT SCHOOL**
During the day children have a variety of reading experiences across all curriculum areas. Reading for different purposes is an important aspect of a child’s reading skills. Reading for enjoyment, reading instructions, reading for information, reading individually, with the teacher, in groups and as a class all happen in different ways in the course of the day. The explicit teaching of reading occurs in shared and guided reading sessions.

**READING AT HOME**
Our policy for take home books has been developed in the interest of supporting children’s reading. At All Saints, children take home books that are fun and easy to read, which also means they may need to take home readers often before swapping. At no time should a child be struggling through a book at home. Children need to feel successful. If a book from their box is too hard, read it to them, talk about various aspects or choose some features to look at. If it is easy then they can attend more closely to the story, the print, enjoy it and feel successful which builds confidence. It is important to develop fluency at the earliest levels. This skill can only be practiced on books that can be read easily. Don’t be anxious to push your child on to a higher level. This is the teacher’s decision which is based on several factors. Teachers try hard to discourage competition between children and would appreciate your support. Please encourage children to choose their own books. It is important for them to take ownership of their own learning. Remember that your child is an individual and may take different times and pathways through the various developmental stages.

It is essential your child completes their home reading each school night and this is recorded in the reading diary. You may also take the opportunity to record a positive comment when your child reads to you at home in their take home reading diary. This is an important tool for families to use to celebrate reading. It is not a tool for teachers to record reading in the classroom however it is used to communicate reading routines at home to your child’s teacher. The most you can do for your child is to share a positive experience with them which will help develop confidence and motivation to read and learn. Above all reading at home should be enjoyable!

**A Quote to ponder**

The mind learns through experiencing life in context and in relationship to everything else previously learnt and remembered and it is our emotions that mediate this learning context.

Emotions are central to learning.

No human being can learn material presented in a form that is too difficult. Children who have positive learning experiences are happy and feel successful and supported.

Make it easy for children to learn by determining what they can do easily and build on these strengths.

Carol Lyons - How to Use Brain Research to Maximize Learning.
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A Spirit centred community of learners, inspired by Jesus, seeking integrity and fullness of life.

**SPELLING**
As all children arrive each morning, they are encouraged to read their reader and seek a friend or adult to support them. Some children are provided with spelling words to support their learning. I ask that parents/carers do not mark their child’s spelling words, as this will be monitored by the class teacher. The focus for the Reception children is their reading and each individual teacher will assess their children’s readiness for spelling words.

**ORAL LANGUAGE (SPEAKING & LISTENING)**
Speaking and Listening time in the classroom is a very important part of our Literacy Learning each day. Oral language skills and the ability to communicate with others helps us to shape our learning ideas and experiences. Speaking and Listening time offers children the opportunity to listen to what is being said and respond to what they hear, building shared understandings with others.

Each day at school, we practise hosting a conversation session with a supportive tool brought from home as stated on the speaking and listening chart handed out by classroom teachers. During this time, we learn ways to enter conversation, take turns during interactions and show interest in listening to what others have to say. We practise asking questions to gain information and also answering them clearly.

This Oral Language session is more successful when each child remembers to bring something in to support and guide their conversation session when it is their day to host. Please ensure that you support your child’s learning by talking to them about what they would like to bring on their speaking and listening day. We encourage children to bring in a range of materials such as, photos, drawings, objects and toys to support their talking for the day. Toys must be kept with the class teacher and used only for this learning purpose. Learning is interrupted when children are unprepared for their session. Please assist them to remember what day they are rostered to share and remind them to bring something in to support their oral language.

**MADE IN THE IMAGE OF GOD**
The Family Life Education program for Catholic Schools in South Australia is titled Made in the Image of God. The focus on Human Sexuality is undertaken in Term 3 and families will receive a letter outlining the outcomes for their child/children in their specific year level. More information will be provided throughout the year.

**LABELLING BELONGINGS**
Please ensure that **ALL** of your children’s belongings are clearly labeled with your child’s first and last name, particularly hats and jumpers as these are taken off regularly. Art smocks, drink bottles and lunch boxes also need to be labeled. You may need to check that the names have not faded or worn away each term. **Toys and trading cards are not permitted at school** unless they have been approved for Speaking & Listening time.
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SUN SAFETY
As part of the Sun Protection policy, children are expected to wear the designated school hat when they are outside. If a child does not have a hat, they are required to sit on the front benches in the courtyard under the shade. All Saints supports no hat no play during Summer, Autumn and Spring. Please refer to the school website for complete information on our Sun Safe Policy.

CLASS NECESSITIES
Please ensure that your child has an art smock and a library bag. Children are unable to borrow from the library without a library bag. We also ask each child to bring a box of tissues to class (if they haven't already done so). If you have any appropriate magazines or natural resources such as pine cones, bread tags, corks that we could use for construction, these would also be greatly appreciated.

BRAIN FOOD/NUDE FOOD
“Brain Food Time” is an important part of our daily routine. We have found that having a small amount of Brain Food during the morning helps children to stay focused on their learning and gives them the energy they need to be active participants within the class. Brain Food snacks only need to be very SMALL SERVES and it is beneficial if pieces of fruit and vegetables can be cut up so that they are quicker and easier to eat. Brain Food Time is not a rest time and the children need to be able to eat their food quickly so that they can continue with their learning. Brain Food includes: cheese, meat, fruit, and vegetables. No packaged food is permitted.

We are trying to reduce the amount of rubbish that goes into our bins at All Saints. We encourage children to bring ‘Nude Food’ to school in their lunch boxes each day. This includes food without packaging, and food that is stored in re-usable containers. Any packaging or rubbish needs to be taken home by each individual child every day. We understand that some food scraps can be messy so we advise that families provide their child with another re-usable container or bag to put any rubbish and food scraps in to take home.

PARENT/CARERS INVOLVEMENT
Parents/carers are welcome to participate in classroom activities if they are a registered volunteer. If you are interested in becoming a registered volunteer please see the front office to complete this process. I would be delighted to discuss with you ways and times in which you can be involved. For example, assistance with reading groups, excursions, Art & Craft, making games for the classroom or any activities that you would like to share with us. All registered volunteers intending to stay and assist in the class after 9:15am must sign in and receive a badge from the front office for security purposes.

It would be helpful if parents/carers do not enter the classroom during lesson time (especially at the end of the day), unless previously arranged with the teacher, as this can cause distractions for the children. The end of the day is a time where we settle children and reflect on the day’s successes/challenges.
AFTER SCHOOL DISCUSSIONS
If you would like a discussion other than a brief chat or question, it is important that you make a mutually agreed appointment to discuss any issues. I would also appreciate parents/carers discussing any concerns they have about their child’s progress or happiness at school, as soon as possible with me. Sometimes minor problems can escalate if they are left unresolved or discussed with others not directly involved.
An alternative way to contact class teachers regarding any issues can be via email.
My email address is: aleduff@allsaints.catholic.edu.au

MONEY
Any order forms with money must be sent to the classroom teacher, not the office. Please make sure all money is in a well-sealed envelope that is clearly labeled with your child’s name, class and what the money is for.

DAYS TO REMEMBER

Newsletter Day – THURSDAY
(fortnightly – Electronic version. Printed copies available at front office)

Library Borrowing (please bring library bag to school on this day)
  • THURSDAY

Sports Day (children must wear their sport uniform to school)
  • MONDAY and THURSDAY

Assemblies fortnightly (odd weeks) at 9:15 in the school hall – FRIDAY

Please keep this document to use as a reference throughout the year. Feel free to contact your class teacher via email if you have any questions regarding the information presented.

Thank you for your support,
Amelia Le Duff
Jenna Weber
Alicia Farina
Sarah Vincent
Sharmaine Gawley
Jennie Carlier
Kelli Rose
Jess Rushby