

Normanton Prep Year



2025 Parent Guide

Welcome

Hello and welcome to Prep at Normanton State School. We hope your association with Prep is a happy and successful one. We believe that the education of children is the combined co-operation of parents, children and staff.

The Preparatory Year provides a firm foundation for formal schooling. Children develop their independence, social skills, physical skills, oral language, literacy and numeracy understanding, creativity and curiosity about the world.

Admission age:

Prep children attending a State School Prep must have attained the age of 5 before June 30th of the year they are attending. The age range for the year is 4 ½ - 5 ½ years. A birth certificate verifying the child's date of birth is required **before** enrolment is processed and before commencing Prep. For commencement in 2024, students will need to be born between **July 1, 2019 and June 30, 2020**.

Arriving and Departing

- Prep will begin at 8:30am and finish at 2:30pm.
- Students will need to be signed in by an adult or a responsible sibling.
- Students can be taken to the Resource Centre no earlier than 7:45am to have supervised play, and they will be brought over to the classroom by 8:30am.
- If students arrive on or after 8:15am they are able to play with a variety of resources set up in the classroom.
- Students are to be signed out and collected from the Prep building at 2:30pm. Please collect children on time. The teacher and teacher aide are often required at meetings so it is important that your child is collected at 2:30 pm. If your child is not collected on time, they will be taken over to the school office.

Lunch Breaks

- Morning tea commences at 10:35am and finishes at 11:05am.
- Lunch commences at 12:45pm and finishes at 1:25pm.
- Students can bring a healthy morning tea and lunch from home or place a tuckshop order. Money can be left with the teacher aides to place an order, alternatively orders can be placed over the phone if money has been left at the tuckshop. Tuckshop orders will not be taken if students do not have money at the tuckshop.
- Lunches are kept in the Prep fridge. Students also have a separate fridge available for drink bottles to keep water cool.

- Students are asked not to bring soft drink, lollies, salty plums or sports drinks for lunches.

What your child needs:

1. **A hat** – to protect your child from the sun during outdoor play. Our policy is **NO HAT-NO PLAY** outdoors. We keep student hats at school, please ensure this is clearly labelled. If children do not have a hat they will play under the covered area.
2. A small port or bag and a change of clothes. Please make sure that these items are clearly labelled with your child's name.
3. Children may also bring along a **drink bottle**. This will be placed in the fridge. We always have cold water available for children to drink. Soft drink and cordial are **not** permitted.
4. Please ensure that all children's belongings are clearly marked with your child's name.
5. As Prep is a part of the school, we encourage students to wear the school uniform. Children need shoes when we go for walks.

Parade

All Prep students attend assembly at 8:30am each Monday and our Tracks Lesson (Social Skilling) each Monday at 10:20am. Parents are invited to attend assembly each Monday morning.

Prep Curriculum

The Prep curriculum is based on the Australian Curriculum.

Subject areas Prep students will be learning next year are as follows:

English – In Prep, students focus on learning all letters and sounds of the alphabet. They develop handwriting skills and practice early writing behaviours – forming letters, using capitals, writing from left to right and using finger spaces and full stops.

They participate in shared reading, viewing and storytelling using a range of literary texts and recognise the entertaining nature of literature. Students create a range of imaginative texts including pictorial representations, short statements, performances, recounts and poetry.

Maths – In maths, students focus on counting to and from 20 and recognising and writing numerals up to 10. Students learn about shapes, position and location, measurement and sequencing days of the week. They sort objects into categories and ask questions to collect information.

Science – In Science, students explore four main areas; living things, materials and their properties, the weather and movement.

HASS – Students identify important personal and family events, they investigate changes in daily life and the effects of technology on people’s lives. Students identify places that they belong to and why these are important. Students will investigate a significant person or place and will look at special events that they celebrate. Students will investigate features of places and the connection between people and the environment.

Design and technologies – Students work towards developing designed solutions at least once in each of the following technologies contexts: Engineering principles and systems; food and fibre production and food specialisations; and materials and technologies specialisations.

ICT – Students will have opportunities to use different technology, such as computers and iPads to complete tasks.

The Arts – Students work towards developing understanding within five major Arts areas including: Drama, Music, Dance, Media Arts and Visual Arts.

Health – Students work towards developing understanding of: staying safe in their homes and community, healthy eating practices and lifestyle choices (including keeping yourself fit through the encouragement of exercise).

Physical Education – Students work towards developing understanding and experience through basic movement skills focusing on gross and fine motor skills including: dribbling, throwing, rolling, kicking and controlling physical objects.

Differentiation – Learners with a variety of strengths and abilities are catered for in Prep. Support is provided if a student finds tasks challenging; working with a teacher aide or completing scaffolded tasks. Students who find tasks easy will be extended with work that will further enhance their understanding and engagement with subject material.

Homework

Homework provides students with opportunities to consolidate classroom learning, pattern behaviour for lifelong learning beyond the classroom and involve family members in their learning. Homework folders will be sent home in the beginning of Term One and **should be sent home each Monday afternoon** and preferably returned on a Friday. We encourage parents/carers to work with their child on these activities each afternoon as it often reflects the learning taking place in the classroom that week. In addition to this homework, reading with your child is also recommended.

Health Policy

To protect the health and wellbeing of all of the children, please keep sick children at home. Check the **back page of this booklet** for a list of illnesses and periods of exclusion.

Please inform the school office (4769 7222) or send in a note to let us know if your child was absent.

Accidents

Accidents do happen even though we take every precaution to prevent them. If your child requires medical assistance, staff will firstly try to contact you, then the emergency phone contacts you have provided. If we cannot reach anyone, we will assume the role of parent and take whatever action is necessary. The school will continue to try to contact you. **It is very important that the phone numbers you give us are correct and current.**

Treasures from Home

If toys or personal belongings are brought along to Prep, the children will be asked to put them in their lockers for safety.

Parents in Prep

Parents play an important and valuable role in the education of their young children. The young child is extremely dependent on his/her home and family. Therefore, family members are always welcome to come to Prep and join in the program. This is a good opportunity to see your child in the Prep situation, to look at work your student is doing and to look at the data walls which display student learning progress.

Family members will also be invited into the Prep classroom for an **open afternoon** throughout the year. These afternoons allow family members to work with their students, talk to the teacher and teacher aide and get to know other families in Prep.

Parents can help by:

- Visiting the Prep classroom
- Reading the notice board and notices sent home
- Following the school Facebook page
- Collecting recycling materials (such as boxes, wool, magazines, etc)
- Discussing any problems, queries or asking questions that may arise
- Sharing any hobbies, interests, skills with the children
- Remembering that **you are always welcome**

Legal protection for parent volunteers

Volunteer workers assisting at Prep will be asked to sign and date a register. This register must be signed if you are involved in any school-related activities as a volunteer worker.

Time Out

Keeping your child and other kids healthy!

- Information for a number of infectious conditions that may require exclusion of children from school, education and care services.
- Additional public health *recommendations* that apply to children and adults.
- To assist medical practitioners, schools, preschools and childcare facilities to meet the public health *requirements*¹ and *recommendations*.

¹Refers to contagious conditions as per the Public Health Regulation 2008.

1. Observing the exclusion period meets the intent of the Public Health Act 2005 for a person to be non-infectious. See schedule 4 of the Public Health Regulation 2008 for a complete list of contagious conditions and their exclusion criteria.

2. Doctors should notify the local Public Health Unit as soon as possible if children or staff are diagnosed with these conditions. Refer to page 2 for Public Health Unit contact details.

Condition	Person with the infection	Those in contact with the infected person (The definition of 'contact' will vary between diseases)
*Chickenpox (varicella)	EXCLUDE until all blisters have dried, and at least 5 days after the onset of symptoms. ¹	EXCLUSION MAY APPLY EXCLUDE non-immune pregnant women and any child with immune deficiency or receiving chemotherapy. Advise to seek urgent medical assessment. <i>Contact your Public Health Unit for specialist advice.</i> <i>Also see Shingles information below.</i>
Cold sores (herpes simplex)	NOT EXCLUDED if the person can maintain hygiene practices to minimise the risk of transmission. Young children unable to comply with good hygiene practices should be excluded while sores are weeping. Sores should be covered with a dressing where possible.	NOT EXCLUDED
Conjunctivitis	EXCLUDE until discharge from eyes has ceased unless a doctor has diagnosed non-infectious conjunctivitis.	NOT EXCLUDED
*COVID-19	EXCLUDE until symptoms have resolved, normally 5–7 days.	NOT EXCLUDED
Cytomegalovirus (CMV)	NOT EXCLUDED pregnant women should consult with their doctor.	NOT EXCLUDED pregnant women should consult with their doctor.
Diarrhoea and/or Vomiting Including: <ul style="list-style-type: none"> • amoebiasis • campylobacter • cryptosporidium • giardia • rotavirus • salmonella • gastroenteritis but excluding: <ul style="list-style-type: none"> • norovirus • shigellosis • toxin-producing forms of E.coli (STEC) 	Exclusion periods may vary depending on the cause. EXCLUDE a single case until the person, has no symptoms ¹ (includes vomiting if applicable), is feeling well and they have not had any loose bowel motions for at least 24 hours or if the person has confirmed norovirus exclude for at least 48 hours ¹ . EXCLUDE all persons who prepare or serve food until they have not had any diarrhoea or vomiting for 48 hours. NOTE: If there are 3 or more cases with diarrhoea and/or vomiting in the same location, which may indicate a potential outbreak OR a single case in a food handler, notify your Public Health Unit. Diarrhoea: 3 or more loose stools or bowel movements in a 24 hour period that are different from normal and/or soaks a child's nappy. See information below if norovirus is confirmed or considered likely as the cause of diarrhoea and vomiting.	NOT EXCLUDED
<i>See advice for these specific conditions below</i>		
*Enterovirus 71 (EV71 neurological disease)	EXCLUDE until written medical clearance is received confirming the virus is no longer present in the person's bowel motions. ¹	NOT EXCLUDED
Fungal infections of the skin and nails (ringworm/tinea)	EXCLUDE until the day after antifungal treatment has commenced. (No exclusion for thrush).	NOT EXCLUDED
Glandular fever (mononucleosis, Epstein-Barr virus)	NOT EXCLUDED	NOT EXCLUDED
*German measles (rubella) ²	EXCLUDE for 4 days after the onset of rash ¹ or until fully recovered, whichever is longer. Pregnant women should consult with their doctor.	NOT EXCLUDED pregnant women should consult with their doctor.
*Haemophilus influenzae type b (Hib)	EXCLUDE until the doctor confirms the person is not infectious and has completed 4 days of appropriate antibiotic treatment. ¹ <i>Contact your Public Health Unit for specialist advice.</i>	EXCLUSION MAY APPLY <i>Contact your Public Health Unit for specialist advice.</i>
Hand, foot and mouth disease	EXCLUDE until all blisters have dried.	NOT EXCLUDED
Head lice	Exclusion is not necessary if effective treatment is commenced before next attendance day ¹ , i.e. the child does not need to be sent home immediately if head lice are detected.	NOT EXCLUDED
*Hepatitis A ¹	EXCLUDE until at least 7 days after the onset of jaundice, ¹ OR for 2 weeks after onset of first symptoms, including dark urine if there is no jaundice. If a person is asymptomatic contact your Public Health Unit for specialist advice.	NOT EXCLUDED <i>Contact your Public Health Unit for specialist advice about vaccination or treatment for children and staff in the same room or group, children transferring to another centre and new entrants.</i>

Condition	Person with the infection	Those in contact with the infected person*
Hepatitis B and C	NOT EXCLUDED cover open wounds with waterproof dressing.	NOT EXCLUDED
Hepatitis E	EXCLUDE until at least 2 weeks after the onset of jaundice.	NOT EXCLUDED
Human immunodeficiency virus (HIV/AIDS)	NOT EXCLUDED cover open wounds with waterproof dressing.	NOT EXCLUDED
Influenza and influenza-like illness	EXCLUDE until symptoms have resolved, normally 5–7 days.	NOT EXCLUDED
*Measles ²	EXCLUDE until the doctor confirms the person is not infectious but not earlier than 4 days after the onset of the rash. ¹ <i>Contact your Public Health Unit for specialist advice.</i>	EXCLUSION MAY APPLY NOT EXCLUDED vaccinated or immune contacts. EXCLUDE immuno-compromised contacts (including those receiving chemotherapy) until 34 days after the appearance of the rash in the last case. EXCLUDE non- or incompletely vaccinated contacts, without evidence of immunity. <i>Contact your Public Health Unit for specialist advice.</i>
Meningitis (bacterial)	EXCLUDE until well and has received appropriate antibiotics.	NOT EXCLUDED
Meningitis (viral)	EXCLUDE until well.	NOT EXCLUDED
*Meningococcal infection ²	EXCLUDE until the treating doctor confirms the child is not infectious and at least 24 hours of appropriate antibiotics have been completed. ¹ <i>Contact your Public Health Unit for specialist advice.</i>	NOT EXCLUDED <i>Contact your Public Health Unit for specialist advice about antibiotics and/or vaccination for close contacts.</i>
Molluscum contagiosum	NOT EXCLUDED	NOT EXCLUDED
Mumps	EXCLUDE for 5 days after onset of swelling. Pregnant women should consult with their doctor.	NOT EXCLUDED pregnant women should consult with their doctor.
*Norovirus	EXCLUDE until no symptoms and no loose bowel motions for 48 hours. ¹	NOT EXCLUDED
Roseola, sixth disease	NOT EXCLUDED	NOT EXCLUDED
Scabies	EXCLUDE until the day after treatment has commenced.	NOT EXCLUDED
School sores (impetigo)	EXCLUDE until 24 hours of appropriate antibiotics have been completed. Cover sores on exposed areas with a waterproof dressing until sores are dry, and encourage handwashing.	NOT EXCLUDED
Shiga toxin-producing E.coli (STEC)	EXCLUDE until diarrhoea has stopped and 2 samples have tested negative. <i>Contact your Public Health Unit for specialist advice.</i>	EXCLUSION MAY APPLY <i>Contact your Public Health Unit for specialist advice.</i>
Slapped cheek syndrome, fifth disease (parvovirus B19, erythema infectiosum)	NOT EXCLUDED pregnant women should consult with their doctor. Note: Children are contagious until 24 hours after the fever resolves. Rashes generally occur after the infectious period has passed.	NOT EXCLUDED pregnant women should consult with their doctor.
Shigellosis	EXCLUDE until there has been no diarrhoea or vomiting for 48 hours. <i>Contact your Public Health Unit for specialist advice.</i>	EXCLUSION MAY APPLY <i>Contact your Public Health Unit for specialist advice.</i>
Shingles (herpes zoster)	EXCLUDE all children until blisters have dried and crusted. EXCLUDE adults if blisters are unable to be covered. NOT EXCLUDED in adults if blisters can be covered with a waterproof dressing until they have dried.	EXCLUSION MAY APPLY <i>Contact your Public Health Unit for specialist advice, including advice for pregnant women and any person who is immuno-compromised (including receiving chemotherapy).</i>
Streptococcal sore throat (including scarlet fever)	EXCLUDE until 24 hours of appropriate antibiotics have been completed.	NOT EXCLUDED
*Tuberculosis (TB) ²	EXCLUDE until written medical clearance is received from the relevant Tuberculosis Control Unit.	NOT EXCLUDED
*Typhoid ² and paratyphoid fever ²	EXCLUDE until appropriate antibiotics have been completed. ¹ Stool sample clearance will be required, <i>contact your Public Health Unit for specialist advice.</i>	EXCLUSION MAY APPLY <i>Contact your Public Health Unit for specialist advice.</i>
*Whooping cough (pertussis) ²	EXCLUDE until 5 days after starting appropriate antibiotics or for 21 days from onset of cough AND confirmed that they are not infectious. ¹ <i>Contact your Public Health Unit for specialist advice.</i>	EXCLUSION MAY APPLY for contacts of an infected person. <i>Contact your Public Health Unit for specialist advice regarding exclusion of non- or incompletely vaccinated contacts.</i>
Worms	EXCLUDE until diarrhoea has stopped for 24 hours and treatment has occurred.	NOT EXCLUDED

This is an assistive tool, it is not intended to replace clinical assessment, management or judgment.

If you have any medical concerns, contact your healthcare provider or 13 HEALTH (13432584)

For further advice on the information within this poster, contact your nearest Public Health Unit via 13Health or at www.health.qld.gov.au/system-governance/contact-us/contact-public-health-units

Further information on recommendations:

- Communicable Diseases Network Australia (CDNA) guidelines <https://www1.health.gov.au/internet/main/publishing.nsf/Content/cdnasongs.htm>
- National Health and Medical Research Council publication: infectious diseases in early childhood and education and care services, 5th edition www.nhmrc.gov.au/guidelines-publications/ch55
- Queensland Department of Health Communicable Disease Control Guidance <http://disease-control.health.qld.gov.au>



Use this QR Code to access a digital copy of this poster or visit www.health.qld.gov.au/public-health/schools/prevention

