



Cranbourne East
PRIMARY SCHOOL



Cranbourne East Primary School Foundation Year Information Booklet 2023



Contents



Welcome to our school

About this Information Booklet

School information

Term dates for 2023 & dates for Foundation students Term 1

Getting ready for school

Commencing school

Before your child begins school

Areas for school readiness

Co-Teaching at Cranbourne East Primary School

School norms

Your child's first day

Early Years Evaluation (EYE) & School Entry Assessment

The first few weeks

School split timetables

When your child starts school

School uniform

Helpful information

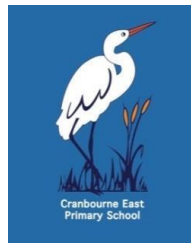
Things you can do at home

Effective Parent & Teacher School Communication

Parent helpers (Working With Children Check)

Child safety

Child safety online



Welcome to Our School

Message from the Principal

I extend a very warm welcome to Cranbourne East Primary School.

Throughout the school you would have seen our students working productively and cooperatively in their learning neighbourhoods under the care and guidance of the best teaching staff available. We are able to locally select our staff and this in turn has meant that the teachers chosen are of the highest quality, committed, hard working and ready to give of themselves to ensure that every child at Cranbourne East Primary School is always supported and encouraged to achieve the very best they can.

We constantly strive for excellence and we encourage the children to do likewise.

A big part of why this school is an excellent school is due to parental involvement in classrooms, on camps, excursions etc. We encourage parents to participate in the education of the children by working together to form a productive home and school partnership. Working together we can make an enormous difference to the lives of our students. We know that children can develop much more meaningful and positive attitudes to school and learning if parents participate in the processes.

We encourage you to:

- Visit the school and speak to the teachers, Assistant Principals or myself about any questions you may have.
- Become a member of the School Council (elections are held in March).
- Attend school activities and special events, information nights etc.
- Assist as a parent helper in your child's classroom, on excursions and camps etc.
- Share your child's enthusiasm for learning both in and out of school, ask your child about the best part of their day, listen to them read each day etc.
- Ensure your child attends school each day (unless ill). Your child cannot be engaged in their learning if they are not at school. It's Not Okay To Be Away!
- Ensure your child is on time each day to commence their learning at school.

We trust that your child will have a very safe and happy start to school life at Cranbourne East Primary School and that you will become an integral part of your child's and our efforts to succeed. I assure you that all children will have the best educational opportunities that we can offer.

On behalf of the staff, I look forward to sharing an enjoyable and exciting time with you as your child progresses, develops and matures at Cranbourne East Primary School.

Kind regards

Garry Rolfe
Principal

About this Information Booklet



This booklet provides information that will assist in making your child's transition into school a smooth process. We look forward to building the home-school partnership for the duration of your child's primary school education.

We aim for the partnership to be a happy and constructive process, which will see your child develop and achieve their potential with the support of dynamic, caring, creative and talented teachers.

You have been there from day one. You are your child's first teacher and no-one will know your child as well as you. We are here to continue to assist in the development of your child's skills and social competencies and enhance life skills that will be the basis of all future learning. We will instill a love of learning which embraces a child's natural curiosity and the questions they ask about life and equip them with skills of Literacy, Numeracy, wellbeing and learning skills they need.

School Information



Street Address:	Cranbourne East Primary School No: 5518 2 Bowyer Avenue Cranbourne East 3977
Postal Address:	2 Bowyer Avenue Cranbourne East 3977
Phone:	5990 0400
Website:	www.cranbourneeastps.vic.edu.au
Email:	cranbourne.east.ps@education.vic.gov.au
Principal	Garry Rolfe
Assistant Principals	Michelle Wrigley Jenni Kelly Chanel Herring David Muzyk
Leadership PA	Sonja Jelley
Business Manager	Martina Owen
School Administration	Beverly De Souza Colleen Essex Tanya Issai Emily Bonnici
First Aid Officer	Natalie Okey
School Council President	Roz Coles



Term Dates 2023

- Term 1: Monday 30th January to Thursday 6th April
 Term 2: Monday 24th April to Friday 23rd June
 Term 3: Monday 10th July to Friday 15th September
 Term 4: Monday 2nd October to Wednesday 20th December

Dates for Foundation Students Term 1

Monday 30 th January	All Foundation students attend school 9:00am-2:30pm
Thursday 27 th February	All Foundation students attend school 9:00am-2:30pm
Wednesday 1 st February	Foundation students do not attend school on this day School Entry Assessment by appointment
Thursday 2 nd February	All Foundation students attend school 9:00am-2:30pm
Friday 3 rd February	
Monday 5 th February	All Foundation students attend school 9:00am-3:15pm
Tuesday 6 th February	
Wednesday 7 th February	Foundation students do not attend school on this day School Entry Assessment by appointment
Thursday 8 th February	All Foundation students attend school 9:00am-3:15pm
Friday 9 th February	
Monday 12 th February	
Tuesday 13 th February	
Wednesday 14 th February	Foundation students do not attend school on this day School Entry Assessment by appointment
Thursday 15 th February	All Foundation students attend school 9:00am-3:15pm
Friday 16 th February	
Monday 19 th February	
Tuesday 20 th February	
Wednesday 21 st February	Foundation students do not attend school on this day School Entry Assessment by appointment
Thursday 22 nd February	All Foundation students attend school 9:00am-3:15pm
Friday 23 rd February	
Monday 4 th March	From this date forward, Foundation students attend school 5 days per week 9:00am-3:15pm

Getting Ready for School



It will be helpful if you can teach your child to do these things for themselves before they come to school:

- Attend to their own toileting needs including washing their hands after using the toilets. Boys should be taught how to use a urinal.
- Recognise their own name, particularly on their clothing.
- Open and close a lunch box and know which food is for snack and what to eat at lunch.
- Eat their lunch food in the correct sequence.
- Know, respond to and be able to clearly say their full name.
- Understand and carry out an instruction.
- Sit quietly for a short time.
- Remember to use their manners; 'Please' and 'Thank You' goes a long way!
- Have some experience of playground equipment, such as climbing frames.
- Speak quietly indoors.
- Pack and close their bag.
- Wipe up spilled water, paste etc.
- Look after their belongings.
- Dress themselves - including putting their jumper on and taking their jumper off.
- Tidy up after they have used something.
- Use a tissue to blow their nose.

Commencing School



The beginning of your child's school life is both exciting and challenging! It is one of the moments you are asked to put your trust in others to educate and care for your child. It is the beginning of your child's formal education but it carries on from the sound grounding that your family has provided.

The initial year of school will set the pattern for the years ahead. Positive attitudes to school are established and our commitment to making your child feel secure and a part of the school community is very important.

Your child's previous experiences and skills are taken into account when we set up personalised learning programs. Early in the year we will ask you to meet the class teacher and participate in a School Entry Assessment Interview where you can share information about your child's needs.

Families are keen for their children to succeed and be happy at school. Families who actively support their children during transition, and who build positive relationships with school staff, are likely to continue this positive engagement with school ...

Transition – A Positive Start to School, DET

So we begin the journey and ask that if you have any questions once school commences to please contact your child's teacher.

Before Your Child Begins School

Before your child begins school, talk to your child and discuss what they can expect. Talk about their concerns and reassure them that the teachers are here to look after them and assist them.

Go for a walk around the school. Discuss the play areas and where the toilets are. Talk about making new friends. Talk about eating and play times. Tell your child there will be teachers they can go to for assistance in the playground if they are unsure about anything. The teachers wear bright orange vests and can be easily seen in the playgrounds.

When you drop your child off at the classroom, leave quickly without any fuss. If your child is upset, reassure them you will return to pick them up after school and then leave them in the hands of their teacher. Once a parent leaves, an upset child generally settles quite quickly. Remember teachers are professionals, experienced in working with children and know how to care for a distressed child. At the end of the day talk to your child about their day and ask them 'What was the best part of the day?' 'What did you learn today?'

Areas For School Readiness

Your child needs to be able to relate to adults outside the family.

Your child should be able to:

- listen to the teacher.
- follow the directions of the teacher.
- make known to the teachers what they need.

The child needs to separate easily from the parents.

Confidence: The child who sees themselves as generally being successful will be more prepared to try the new challenges offered at school. Praise works wonders!

Independence: School provides a wide range of engaging learning activities for your child. Children who do not need direction in occupying themselves can attempt much more and consequently will learn much more. Don't criticise the things your child cannot do. Remember your child is doing their best.

Persistence: The child who never sees a task through to its completion is going to be at a disadvantage at school where new learning tasks are dependent upon the completion of previous task. Encourage your child to keep trying and finish things they've started. This enables your child to see the value of persistence.

All Staff at Cranbourne East Primary School are here to nurture, assist and guide your child to achieve their potential along the journey of learning.



Co - Teaching at Cranbourne East Primary School



At Cranbourne East Primary School we have adopted a Co-Teaching program which supports current and best practice in education involving a group of teachers working with a group of students. In our case the groups are in home groups and occupy various spaces around the building and classrooms. It is important to note that all areas of the buildings are teaching and learning spaces.

The building is purpose built to allow flexible teaching and learning to take place. The openness of the areas support different styles of learning and group work and allows teachers to be part of a team who work with a group of children.

What is Co-Teaching?

Put simply, Co-Teaching is a group of two or more teachers working with a group of children. The teachers share all aspects of the teaching and learning, including planning, teaching, assessing and looking after the well-being of all the students. The teachers are a collaborative team.

Will my child still have a classroom teacher?

The children are set up in 'home groups'. Each home group is allocated a teacher to cater for administration, report writing and parent teacher conferences. Instead of class teacher, the term 'home group' teacher has been adopted.

Does my child have an allocated classroom?

We use the term 'Learning Space' which refers to classrooms and adjoining neighbourhood spaces. Co-teaching Home Groups share an allocated Learning Space (for example. Prep A and Prep B in Room 18/19).

How does the teacher know how my child is progressing?

All teachers in the group will work together in monitoring student progress. Your child's home group teacher will keep a record of how your child is progressing and will also be responsible for implementing the required formal assessments as outlined on our Assessment Schedule. If your child is working with another teacher, that teacher will take notes and make observations and will share findings with the home group teacher. This is done either verbally or will be recorded in documents that will be stored electronically.

Which teacher does my child work with?

Your child works with a team of teachers. Your child's home group is part of a bigger team.



All the teachers in the team work with all the children.

For example, each Foundation team currently has two or three teachers and two or three home groups who work together.

All teachers in the group work with different children at various parts of the day. The children are grouped according to the activity they are doing and the skills and interests of the children. Teachers will be responsible for teaching explicit skills to the various groups throughout the day. Decisions about what is to be taught are guided by the needs of the children as outlined by an intensive assessment program and by the Victorian Curriculum, which provides a comprehensive set of content descriptions and associated achievement standards which schools use to plan student learning programs, assess student progress and report to parents.

Why is my child's learning space 'empty'?

You may have noticed that some learning spaces appear 'empty'. This is because the learning space is part of what we call a Learning Neighbourhood. The Learning Neighbourhood consists of up to four Learning Spaces which 'break out' onto a larger space. This larger space is used for group work, area meetings, computer stations, and other learning activities. It is a space where children can complete activities under teacher supervision.

The 'empty' learning spaces are where the group meets as a whole in the morning to take the roll and welcome the students and then move on to the learning rotations, take part in a whole group activity or to use as a flexible learning space.

All furniture is accessed by all students in the area. Research indicates that students need a variety of space, furniture and tools to help them learn to cater for individual learning styles. You might find children in 'bean bags' using an iPad or on the floor completing an activity. Where appropriate students may be given a choice as to their preferred option.

Are the learning spaces noisy and is my child properly supervised?

The learning spaces are orderly and work at various levels of sound according to the activity. The teachers set very clear boundaries and supervise at all times by 'roaming' through the 'neighbourhood' assisting where necessary.

There will be a combination of explicit teaching, group work, computer work, use of an interactive television or individual work.





School Norms

The school norms are the expectations we have for all students at Cranbourne East Primary School.

OUR VALUES: Relationships Rigour						SWPBS Matrix - Cranbourne East Primary School					
	All settings	In the classroom	In the yard	In the bathrooms	Using technology						
Respect	<ul style="list-style-type: none"> We use peoples preferred names and pronouns We use our manners We take turns We follow instructions given by school adults We use property for its correct purpose 	<ul style="list-style-type: none"> We are quiet while others are working We work independently when directed We put our hand up and wait our turn to speak 	<ul style="list-style-type: none"> We call out unsafe behaviour We return borrowed equipment We line up when instructed 	<ul style="list-style-type: none"> We keep the stalls, floors, mirrors and walls clean We give each other privacy We are quiet 	<ul style="list-style-type: none"> We use our own login details We plug our devices in when finished We follow the ICT user agreement 						
Responsibility	<ul style="list-style-type: none"> We report bullying We keep our bodies to ourselves We wear the correct uniform We put rubbish in the bin 	<ul style="list-style-type: none"> We stay on task We arrive on time & with the required equipment We line up, enter one at a time & sit on the floor We walk inside 	<ul style="list-style-type: none"> We wear hats when instructed We play in designated areas We follow playground rules 	<ul style="list-style-type: none"> We wash our hands with soap We put paper towel in the bin We wait for our partner 	<ul style="list-style-type: none"> We keep our login details private We carry our devices with two hands We only access school approved sites 						
Resilience	<ul style="list-style-type: none"> We attempt all tasks We ask for help when needed 	<ul style="list-style-type: none"> We try again when we make a mistake We complete our work 	<ul style="list-style-type: none"> We follow the rules of the game We invite others to join in 	<ul style="list-style-type: none"> We use the toilet during breaks 	<ul style="list-style-type: none"> We ask peers for help before teachers 						



Your Child's First Day

The first day will include activities to introduce the Foundation students to their new school.

At the Information Evening on **Tuesday 28th November 2023**, you will find out your child's home group, learning space and the name of your child's teacher.

On the first school day in 2023, arrive at school well before 9:00am with plenty of time to spare. Go to your child's learning space using the external door where your child's teacher will greet you at 8:45am. From here follow the direction of the teacher.

There will be a name tag for your child, a locker tub and provision for their bag.

Please say good bye to your child and then leave your child with the teacher. The children settle quite quickly and will begin to interact with the other children.

It is essential that all your child's belongings are clearly named. All items of clothing, their lunch box, drink bottle, school bag and especially their hat!

Remember it is mandatory for hats to be worn as part of our SunSmart policy during Term 1 and Term 4.

Make sure your child knows the procedure for the end of the day and that you will collect them from their learning space.

Chat to your child about their day and check for any notices or reminders that may be in their bag.



The Foundation Year Assessments

Early Years Evaluation (EYE)

Students entering the Foundation Year in 2023 will participate in the Early Years Evaluation (EYE) assessment during Term 4 2022. The EYE is a tool used across all of the Casey Network of Primary Schools. The EYE provides a leading assessment of children's development as they enter school. It also provides accurate data that helps teachers teach to the individual student point of learning, increase learning time and monitor each child's progress.

The evaluation also informs parents about their child's progress. All assessment data is managed in accordance with the Department of Education and Training and Privacy legislation. Information is provided to parents prior to the commencement of the EYE assessment.

School Entry Assessment

The School Entry Assessment is mandatory as set by the Department of Education and Training and provides essential knowledge for the teacher to use when designing a personalised learning program for your child. You will be given an appointment time on one of the Wednesdays in the first weeks of the 2023 school year so that the teachers can administer this assessment.

The following assessments will be undertaken:

- The English On-line Interview - Includes letter/sound identification, concepts about print, observation of pre-reading skills.
- Early Years Numeracy

The assessments take approximately 30 minutes. Your child's teacher will conduct the assessments one-on-one with your child, followed by a short interview with parents.



The First Few Weeks

Your child's first few weeks will be busy and will see your child adapt and adjust to school life. Some points to remember:

In addition to regular yard duty staff, the Foundation teachers will be out in the playground constantly for the first week during recess and lunch. This is to ensure students feel comfortable and that they know there is a familiar adult nearby. Teachers on yard duty are assigned to cover all play areas and wear a bright orange vest so they are easily visible to the students.

Your child will eat their food inside the learning space. Students will have a fruit break at 10:00am, a snack at 10:45am and lunch at 1:15pm.

Your child will need to wear an approved school hat during Term 1 and Term 4. The only approved hat is the Cranbourne East Primary School hat available from the official school uniform provider Primary School Wear (PSW).

Take home books will be sent home in Term 1. Letters and words for revision at home will also be included with take home books throughout the year.

If you have any questions at any time please don't hesitate to contact your child's teacher.

Notices and other school information is posted on Compass. **We strongly recommend parents download the Compass App and enable notifications so you can be alerted when important information is posted.**

Split School Timetables

At Cranbourne East Primary School we operate on a split timetable.

The split timetable covers the lunch time however all students will have recess together at 11:00am - 11:30am.

The lunch times are split into two different times outlined below.

TIMETABLE A		TIMETABLE B	
8:45am	Classrooms open	8:45am	Classrooms open
9:00am	School commences	9:00am	School commences
11:00am - 11:30am	Recess	11:00am- 11:30am	Recess
12:30pm - 1:15pm	Lunch Play	1:15pm - 1:30pm	Lunch eating time
1:15pm – 1:30pm.	Lunch eating time	1:30pm - 2:15pm.	Lunch play time
3:15pm	School dismissal	3:15pm	School dismissal



When Your Child Starts School

To ensure that your child can achieve their maximum potential please ensure your child has sufficient sleep, arrives at school on time and is seated, ready for learning by 9:00am.

Regular attendance helps:

- Good school work
- Good social adjustment
- Development of independence

Absence can easily disadvantage a child's progress. The first year at school like all years is most important and unnecessary absenteeism can inhibit student progress.

Home is a good place for a sick child. It is unfair to the child, other children and teachers to send a child to school who is obviously ill.

One day of lost learning is one day that cannot be recovered.

If your child has any difficulty with any aspect of school please contact the class teacher as soon as possible.



School Uniform



School Council has ratified PSW as the official school supplier and the following items as compulsory school uniform.



Summer	Colour	Logo	Size	Price(\$)
1100942 Summer Dress w Contrast Piping	Aqua/Black/White Check - 8050		4G-16L	50.95
1118707 S/S Polo With Contrast Piping	Marine_Orange	Embroidery	4-2XL	34.50
1118707 S/S Polo With Contrast Piping	Marine_Teal	Embroidery	4-2XL	34.50
1118707 S/S Polo With Contrast Piping	Marine_Navy	Embroidery	4-2XL	34.50
1118707 S/S Polo With Contrast Piping	Marine_White	Embroidery	4-2XL	34.50
1101364 Scooter Skort	Ink		4G-18G/12L	29.95
1100330 Rugby Shorts - Drawstring	Navy		4-14/XS 16/S-18/M	22.50 25.50
1110355 Gaberdine Zip Pocket Shorts	ink		4-14/XS 16/S-18/M	24.95 27.95
Winter	Colour	Logo	Size	Price(\$)
1118708 L/S Polo With Contrast Piping	Marine_Teal	Embroidery	4-18/M	36.50
1118708 L/S Polo With Contrast Piping	Marine_Navy	Embroidery	4-18/M	36.50
1118708 L/S Polo With Contrast Piping	Marine_White	Embroidery	4-18/M	36.50
1118708 L/S Polo With Contrast Piping	Marine_Orange	Embroidery	4-18/M	36.50
1110839 Zip Jacket - 3 stripe rib	Navy_Marine_Orange_White	Embroidery	4-2XL	51.95
1100950 Soft Shell Polyester Jacket - Unisex	ink	Embroidery	4-2XL	73.95
1110423 Trackpants - Double Knee - Rib Cuff	Ink		4-14/XS 16/S-18/M	30.95 35.95
1110445 Cargo Pants	ink		4-14/XS 16/S-18/M	36.95 39.95
1110465 Classic Pant	ink		4G-12G 14G-12L	33.95 35.95
Accessories	Colour	Logo	Size	Price(\$)
1100200 Raincoat	Navy	Embroidery	4-6-12-14 S-M-L-XL	52.00 52.95
1101912 Hijab	Navy		ALL-ALL	18.50
1100380 Artsmock with Print	Navy		S-XL	19.95
1100514 Safety Slouch Hat	Navy	Embroidery	S-XL	19.95
1100525 Bucket Hat - Poly Cotton	Navy	Embroidery	S-XL	16.95
8300396 Primary Pets Bookbag	Navy	NHI	ALL-ALL	15.95
8302200 Explorer Bag with Laptop Insert	Navy	Embroidery	ALL-ALL	49.95
Socks	Colour	Logo	Size	Price(\$)
2511000 Turnover Ankle Socks - 3 Pack	White		9-12-8-11	17.95
2511000 Turnover Ankle Socks - 3 Pack	Navy		9-12-8-11	17.95
2513000 Girls Tights	Navy		4-6-11-14	13.95

Primary School Wear: Unit 1, 9-11 Southlink DANDENONG SOUTH VIC 3175 Ph: 9768 0343
 Website: <http://www.psw.com.au/>

Helpful Information



Absence: For optimum learning your child is expected to be at school every day on time unless they are ill or have appointments which cannot be made outside of school hours. Notification on Compass is required to record a child's absence.

Late Arrivals: All children who arrive late must be signed in by the parent at the front of the school administration office.

Early Leavers: All children who need to be picked up early need to be collected at the front of the school administration office and signed out.

Prescription Medication: If a child requires prescription medication throughout the day it must be labelled with the child's name, class and dosage. There is a form at the front of the school administration office which must be completed recording the medication and instructions. Non-prescription medication (such as paracetamol) cannot be administered at school.

The Canteen is open Monday to Friday. Lunch orders are ordered online. The link is on the school website. The canteen will be open during recess and lunch for the purchase of drinks and snacks.

Spare Clothes: It is recommended that children in Foundation have a spare set of clothing in their school bag. If a student has soiled their clothing and does not have spare clothing the parent/carer will be contacted.

Online assemblies: We film and publish our weekly assembly online. More information on assemblies can be found in the newsletters, on Compass and on the school website.

Lost Property: All belongings should be clearly labelled for easy return. Lost property is located on the clothes rack near Room 8 via the external school entrance.

Toys and Valuables: Please note toys and valuables are not to be brought to school. The school is not responsible for these items coming into the school.

Events/excursions/incursions: Students participate in a range of events, incursions and excursions throughout the year. All events will be posted to compass and if payment or permission is required this will be accessible through compass.



Things you can do at home



A positive attitude to school begins at home. Your child's success at school depends on your beliefs about school and how you approach their first day and beyond. Talk to your child about what to expect and make sure that they have enough knowledge about school to make their transition smooth and worry free.

There are some things you can do at home to help your child learn. All children are curious and ask questions! They are born with these skills! Our job as parents and educators is to enhance this natural curiosity and ensure that children have the opportunities to learn and the skills to search for answers.

Read with your child on a daily basis, even during holidays. This is an important experience as it places value on learning to read and early literacy provides many opportunities for rehearsing and listening to the pronunciation and structure of words.

Participate in activities with your child that promote a chance to experience a variety of different life experiences. Go to the Zoo, the beach, the park, shopping Centre or the local library or take part in the many activities your local council provides. Cook with your child. This includes buying the necessary ingredients from the supermarket for what you are going to cook. Play family games and allow your child to develop skills of independence by giving them some responsibility for example feeding the pets.

Have continual discussions with your child. The skill of being able to articulate thoughts and ideas has a huge impact on all aspects of language development including, speech, hearing, writing and reading. They are practising skills as they are engaged in a conversation.

Sing songs with your child. It is fun and again, reinforces language conventions. Allow your child many opportunities to explore their own environment. Your backyard is a 'wonderland' for early exploration.

Encourage your child to take care of and be responsible for their belongings. This will help them enormously before they start school.

Count different things with your child.

Provide materials that your child can sort and put into categories.

Above all reassure your child when they are feeling anxious in a calm and soothing manner.

Don't force your child to do anything as this can create anxiety and stress.

Enjoy this special time with your child. The foundations laid during their first year at school will be the basis for success for the rest of your child's school life.



Talk to your child about school, where they will meet new friends, play games, sing and make things.

Admire and display the work your child does.

If possible, allow your child to stay with relatives or friends for short periods so that your child will accept being away from you.

Select suitable stories, radio and television programs.

Be very patient and understanding when your child comes home tired.

See that your child has sufficient sleep.

Ensure that your child has a hearty breakfast before school.

Show by your words and actions that school is a happy place.

Please make sure your child knows how to cross the road safely, stressing the need to use the school crossing.

Make sure your child understands to wait for you at an arranged place at the end of the day.

Set aside a quiet time each night (need only be a few minutes) where you make yourself entirely available to your child, to talk or listen, or tell a story.

Make sure the following items are not brought to school; expensive or easily broken toys, jewellery, glass bottles or containers. Dangerous toys such as guns, swords or knives are not permitted.

Ensure your child is at school on time each day.

What Else Can You Do to Help?



Above all talk with your child at every available opportunity. Share songs, rhymes, poems and stories. Encourage your child to speak often and clearly. This is of great importance and will enhance your child's language development.

What to do when you ask your child:

'What did you do at school today?' and they reply 'NOTHING!'

When asking your child how their day at school was, it is a good idea to ask specific questions about aspects of their day in order to get a more detailed response e.g. What was the best part of your day?

Effective Parent & Teacher School Communication

Communication between teacher and parent is a vital part of your child's development. It is therefore advisable to discuss any concerns or relevant information about your child with your child's teacher. Times to do this vary.

Parent Teacher Conferences are held twice per year. Parents are always welcome to speak to teachers throughout the year. however not during teaching and learning time.

By mutual agreement, before school or after school are appropriate times to ensure the learning programs are not interrupted. Should you wish a more formal arrangement to occur please contact the school for an appointment.

Appointments to see the Principal or Assistant Principals may also be made if the need arises. Teachers also welcome the discussion of programs with parents and while this is usually done formally at the beginning of the year, you may discuss programs with teachers, providing an appointment has been made.



Parent Helpers

(Working with Children's Check)

Parent helpers are greatly valued and appreciated by the teachers and the children. Parents can assist in a variety of ways – classrooms, excursions, assisting with reading groups, publishing books, etc.

Any person who volunteers to work within the school is required to present a current 'Working with Children Check' and be approved by the School Council as a parent helper.

If parents would like to become a helper please obtain a Working with Children's Check. Forms can be obtained from your local Australia Post Office or you can apply online by going to <http://www.workingwithchildren.vic.gov.au> .

There is no cost for volunteers to obtain this pass. Once you have received your Working with Children's Check, or applied at the Post Office and received a receipt please provide the school office with a copy.



Child Safety

A Victorian Government Initiative

Here at Cranbourne East Primary School, we have a commitment to the safety and wellbeing of our students. Please see our Child Safe policies, which outlines our programs, practices and commitments.

<https://www.cranbourneeastps.vic.edu.au/policies/child-safe-policies>

PROTECT

Everyone has the right to be safe and be protected from abuse.

No one should behave in a way that makes you feel unsafe or afraid, including anyone in your family, anyone at school or anywhere else in the community.

Tell a teacher or any adult at your school if you feel unsafe.

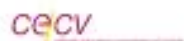


It's everyone's responsibility.

Adults at school must listen and respond to concerns about child abuse.

If you suspect abuse of any child or young person, you have a responsibility to report it, even if you are not sure.

Further information & resources
www.education.vic.gov.au/protect



Child Safety Online

Your child's safety online is important. For more information go to: esafety.gov.au/parents

eSafetyparents

Screen time for your child – 7 tips

There is a lot of conflicting advice and emerging research around screen time. But, the right amount of screen time can depend on a range of factors like your child's age and maturity, the kind of content they are consuming, their learning needs and your family routine. It can be easy to focus only on the clock and how long your child is spending in front of the screen, but the quality and nature of what they are doing online, and your involvement are just as important.

Consider your child's screen use in the context of their overall health and wellbeing – for example, is online time getting in the way of their sleep and exercise? Is it impacting on their face-to-face connections with family and friends? The answers to these questions will guide you and help strike the right balance of online and offline activities for your child.



1. Be involved

Sharing screen time and online activities like gaming with your child helps you gauge the appropriateness of what they are doing and manage potential risks. It's also a great way to start conversations with your child about their online experiences.

2. Work with your child to set boundaries for screen use

If you decide that setting screen time limits is right for you and your child, discuss these new rules with your child. Older children are more likely to cooperate if they have been part of the decision-making process. Colourful pictures or charts of daily limits and other important activities is a fun way to get younger children on board.

3. Be clear about the consequences of not switching off

Part of our role as parents is to set clear limitations and boundaries. The same applies to technology limitations so, being clear and consistent about the consequences for your child if they do not stick to these rules is paramount. The [Raising Children Network](#) provides some useful tools and advice.

4. Set device-free zones and times at home

Device-free zones can help you manage your family's digital use. Here are some ideas for setting digital boundaries within your home:

- no devices in the bedroom for younger children
- all screens off in bedrooms after a certain time for older children
- all screens off at least one hour before planned bedtime
- all family members switch off at dinner time
- charge devices overnight in a place your child cannot access

5. Ask your child to explain their screen use

Get your child in the habit of explaining why they want to be in front of a screen or online. It's a great way to get them thinking about their own digital habits and balancing screen time with other activities.

6. Use tech tools to help manage access

There are robust products and device functions which allow you to see which apps are being used in your home and for how long. But try not to use these tools to secretly monitor your child. Instead, be open about the process and check the whole family's usage, including your own. Start with [Google Family Link](#) for Android devices or [parental controls](#) and [Screen Time](#) for iPhone/iPad.

7. Lead by example

Your behaviour is one of the most effective ways to help your child develop a positive digital mindset. Show your child you can put down your device too.

