



FOUNDATION INFORMATION EVENING

Tuesday 10th October 2023

Below are some things we feel are important to know, in preparing you and your child for the new school year.

TRANSITION PROGRAM

Our transition sessions and information evening are outlined in our transition pamphlet and are designed to help you and your child settle into the school environment. Over the school holidays try to spend some time talking about school and say things like “there’s your school” when you drive and walk past, to build up a positive attitude to this new adventure.

GRADES FOR 2024

Staffing for 2024 has not been finalised as yet. Students will meet their teacher for 2024 on our final transition morning, on Tuesday December 12th.

DATES FOR TERM ONE, 2024

The school year starts for foundation in the last week of January 2024. Dates will be confirmed well before the end of the year. Please note the foundation students attend school for 4 days only for the next 6 weeks. They will have each Wednesday off (31st, 7th, 14th, 21st, 28th of February and the 6th of March) and will be invited into school for their interview at certain times on these days. More information regarding interviews will be given at a later date.

FOUNDATION ENTRY ASSESSMENT ACTIVITIES AND INTERVIEW

During this session your child will work with their classroom teacher. Before or after your child has spent time with their teacher, you will have the opportunity to share or chat about your child with the teacher. This is when it is a good chance to fill your child’s teacher in on medical issues, family setup or any concerns you may have. A confirmation letter of a date and time will be mailed out to you.

FIRST DAY 2024

Arrive at school at about 8.45am. Help your child unpack and remind them where the toilets and drinking taps are located in relation to their classroom. This can be an emotional time for all families, and we understand that drop off may be tough. Our advice is to stay positive, be mindful of your own emotions and to try not to linger. Once at school, you can be assured that teachers have skills to deal with first day jitters; they also know that children get very tired during their first weeks of school. They have skills to cope, as do children.

SCHOOL DAY

Arrive at school at around 8:45am (this is when classroom doors will open). The bell will ring at 8:57am, allowing rolls to be marked so instruction can start sharply at 9:00am. All external school gates are locked at this time. Students have a fruit, toilet and brain break at 10:00am. This is followed by recess from 11:00am until 11:30am, students are given time in class to eat their recess snack prior to heading out to play. Lunch begins at 1:30pm, when students eat their lunch in their rooms. They then go outside from 1:45pm until 2:30pm. School finishes at 3:30pm. Please wait outside your child's classroom for them to be dismissed.

BOOKLISTS

We are currently in the process of finalising our booklists for 2024, you will receive a copy of the booklist shortly. Once you receive your booklist you are able to complete your order online through Champion Education. Booklist items will then be available for collection from their retail store in mid-January or you can arrange to have your order home delivered.

BOOKLIST ITEMS

Please bring all your child's booklist items with them on their first day of school. In the foundation area, students share pencils and glue sticks etc, so it is easier for the teachers if you don't label these. The teachers will also put labelled covers on the student's books, so these do not need to be named either.

UNIFORMS

School uniforms are available from Beleza School Uniforms, 22 Doveton Street South. The staff at Beleza will advise you on what items are required for starting foundation. Beleza's phone: 5332 4320. Our school has a Student Dress code policy available on our website.

CLOTHING/BELONGINGS

Please ensure all items are clearly named and your child knows where to look for their name. There is a lost property tub located in the first aid room. Everyone is welcome to go and look through the items, in search of their own possessions. If your child mistakenly takes something home that does not belong to them, simply return it to lost property or your child's classroom.

SCHOOLBAGS

Please ensure your child's school bag is big enough for the book bag, lunch box, school hat and other clothing your child may need to bring to school. We advise parents to clean out their child's schoolbag on a regular basis to ensure any notices or food scraps are found in time. It is also important for all children to have a change of clothes in their bag in case of any accidents.

BOOKBAG

These can be purchased at Beleza. We are encouraging students to use these for their home reader, as we feel they are more durable. The book bag can also be used for their library books or they can use a separate library bag.

SHOES

Students must wear covered footwear as they protect the toes from a variety of mishaps. During sports days your child will probably feel more comfortable and confident wearing runners. If your child is not yet able to tie their own shoelaces, velcro, buckle fasteners or pull-on boots are a great alternative.

SUNSMART SCHOOL

As part of the school's Sun Smart Policy, navy broadbrimmed hats are compulsory from the 1st of September to the 30th of April. These are available to buy at Beleza. Sunscreen is also provided in the classrooms for the students to use during the day.

ART SMOCK

Students will require an art smock for Art. We encourage students to use an art smock that has elastic in the sleeves, in an effort to avoid dragging loose bits of clothing through paint, paste, etc. Elastic around the neck will make it easy to pull on and off and the opening to the back will assist with minimising any 'mess' to the front of their uniform.

EXCURSIONS/INCURSIONS

We try to arrange an excursion or incursion each term that relates to the topic we are studying in class. A separate permission form is sent home outlining details, such as date and location. At the beginning of the year, parents will sign a local excursions permission form, enabling us to take the students to local sites such as the library or Art gallery throughout the year. We will notify you each time about an excursion.

SPECIALIST PROGRAMS

Our students are involved in high quality Specialist Programs, including Visual Arts, P.E, Japanese and Performing Arts. We are fortunate to have excellent teachers in these areas; our students regularly mention specialist subjects in their list of favourite things about school.

SWIMMING PROGRAM

In Term 4, all children in Foundation to Grade 6 will participate in a 5 day intensive swimming program. In previous years it has been conducted at Federation University.

BEFORE AND AFTER SCHOOL CARE

The YMCA offers before and after school care to students at Dana St. The program is run at Newington Primary School and students are dropped off and picked up from our school by bus. For more details contact the YMCA on 53292800 or visit www.ballarat.ymca.org.au

FRUIT & WATER BOTTLE

Along with a labelled water bottle, your child is allowed to eat fruit they bring from home during class time. Fruit time is 10:00am in most classrooms. This is useful to keep energy and concentration levels up.

NUDE FOOD

When possible, students are encouraged to bring food in reusable containers or bring snacks that don't have wrappers at all. The purpose of this initiative is to encourage healthy eating and to reduce the amount of rubbish in the environment. At Dana Street Primary School students are asked not to take wrappers into the playground.

ASSEMBLY

School assemblies are at 9:00am on Friday mornings and parents and family members are very welcome to attend.

SCHOOL VALUES

Our school values underpin all of our practices at Dana St. In every classroom, our teachers explicitly teach the values- Respect & Care; Responsibility; Inclusion, Tolerance & Understanding; and Excellence. These values are displayed in all learning areas. We refer to them on a daily basis in a variety of ways. In this way, they help to create an excellent environment for all members of our community to work together, play together and achieve their best.

BUDDIES AND MATES

Community is a very special aspect of Dana St Primary School. One great practice which helps build community is our "Buddies and Mates" Program. On alternate Fridays, after assembly, every student in the school joins a group with other students from all year levels, for community building activities. The students stay in this group with the same teacher for the entire year. This program helps students to build their familiarity with students across the school, and helps them to build cross-age friendships and support networks. Next year each of our foundation students will have a grade 6 buddy.

STAFF CAR PARK

The car park off Doveton Street is for staff only. For safety reasons we ask parents **not** to use this entrance at any time.

PARENT HELPERS PROGRAM

The school has a Parent Helpers Program, which allows parents to come in and assist in the classroom and on excursions. Parents are required to have a Working with Children's Check and must complete the school's Parent Helpers Training Program, which is offered during Term 1 of next year. If you are interested in helping in the classroom, please fill out our expressions of interest form, which will be displayed during our final transition morning on December 12th.

PARENTS VOLUNTARY CONTRIBUTION

School provide students with free instruction to fulfil the standard Victorian Curriculum with some contributions being voluntary. Nevertheless, ongoing support and financial contribution from our families ensure that the school can offer the best possible education and support for our students. DSPS offers a range of items and activities that enhance or broaden the schooling experience of students and are above and beyond what that school provides in order to deliver the curriculum.

These are provided on a user-pays basis (Extra Curricular). Details of the 2024 items and activities, estimated costs and payment details will be circulated at the end of Term 4 2023.

It is estimated that the total cost for both voluntary and extracurricular (User Pays) activities for a 2024 Foundation student is **\$250.00**

SCHOOL COMMUNICATION

New to Dana Street Primary School in 2024 is the introduction of **SENTRAL**, a web based management system that will integrate school administration, reporting and student management. A key aspect of this system is parents ability to have access to a Parent Portal App.



QuickCliq, a module within **SENTRAL**, will be introduced as a cashless lunch order system.

All communication from the school is sent out through the Parent Sentral Portal App. **Sentral is the Primary Source of all school related information.**

The Sentral Parent Portal lets you:

- ✓ Message your child's teachers
- ✓ Manage school activity permissions and payments.
- ✓ Receive student reports electronically.
- ✓ Book and manage parent/teacher interviews.
- ✓ Notify of planned absences and respond to unexpected absences.
- ✓ Browse school documents and resources.
- ✓ **View** Up to to date school calendar with events and key dates

What do I need to do now?



- ✓ In Term 4 2023 staff will undertake training and admin/IT will begin the process of onboarding data.
- ✓ Information and step by step set up guides will be circulated to all DSPS families prior to Term 1 2024.

More information:

Please visit Sentrals Website: [Getting Started with the Parents App - Sentral](#)
QuickCliq: [QuickCliq Benefits for Parents and Caregivers](#)

SCHOOL LUNCH ORDERS | New in Term 1 2024

In 2024 Lunch order menu selections and payment will be made online via **QuickCliq** (module within Sentral). Lunch orders are provided by Grant Street Take Away.

As we finalise our new systems, we will provide an update on Lunch Order days, and order cut off times in 2024.

NEWSLETTER

The newsletter comes out every Friday and can be accessed via Sentral. Please keep an eye out for it. The newsletter and upcoming school dates are also available on the school website.

STUDENT ABSENCES

A key feature of the SENTRAL PARENT APP allows parents/caregivers to submit daily and planned/extended absences. It is the school preference that families utilize the SENTRAL PARENT APP for absence notification. Future absences can be entered in at any time ie. Family holidays.

At approximately 10am each morning an SMS is sent to families of students who are absent without notification (Unexplained). Parents can contact the school office on 5332 1301 to update student attendance.

LATE ARRIVALS

If a student arrives at school after 9:00am please collect a CHECK IN pass from the office to give to their teacher. This ensures all students are accounted for. Being on time is essential for effective learning.

EARLY COLLECTION FROM SCHOOL

There will be times when you will need to collect your child from school prior to 3:30pm. When this occurs you will need to visit the school office and sign them out. This form will need to be completed even if the child is only leaving the school for a short amount of time and returning.

We hope that you and your child are looking forward to their first year of school. Please give us a call if you have any more questions or concerns. We look forward to seeing you at the next transition session.

Regards

Dana Street Primary School Transition Team.

Transition dates to come:

Tuesday October 24th:

3:15pm – 4:00pm.

Literacy transition session at Dana Street Primary School.

Wednesday November 8th:

3:15pm – 4:00pm.

Numeracy transition session at Dana Street Primary School.

Monday November 20th:

9:30am – 10:30am.

Tabloid sports session at Dana Street Primary School.

Tuesday December 12th:

9:30am ~ 12:30pm

Final transition morning. Session at school with 2024 class and teacher.

On this day the students need to bring a hat, fruit snack, recess snack and a drink.