

## Welcome Newsletter for KP

3 February, 2022

Dear Parents and Carers

Welcome to the KP family. I would like to introduce myself as Miss Di Nicola and let you know that I will be your child's classroom teacher this year in KP. I am excited to begin the 2022 school year at Melrose Park Public School and look forward to seeing some familiar faces and meeting new ones.

I look forward to communicating with as many families as possible on *Zoom* for the **Meet the Teacher Session on Monday February 7th at 7:30pm-8:00pm**. At this zoom I will provide additional information about the class program and organisation.

<https://nsweducation.zoom.us/j/66511178171?pwd=V0xQKy9pZ2pNaFk1MDhjQjlwaVc0Zz09>

Meeting ID: 665 1117 8171

Passcode: KP2022

**Independence:** Please encourage your child to develop his/her independence by allowing them to do things for themselves. Students are to say goodbye at the gate and walk to the veranda to put their bags on their bag hook before lining up. Also encourage your child to practise tying their own shoelaces and changing their clothes in case they have an accident.

**Speaking to the Teacher:** From 9am – 3pm I will be fully occupied supervising the class and will not have time to have discussions with you about your child. If you wish to speak to me, please ring or email the school office and I can make a phone call either prior to 8:45am or after 3pm. I am also available for longer appointments if you feel the matter will take more than a couple of minutes to discuss. I would appreciate it if you have a concern that you do not wait. It is better to deal with things earlier rather than later.

**Drop off:** We understand you want to give your child a lovely send off in the morning but we kindly ask that you follow our COVID requirements and quickly say goodbye to your child at the gate before they enter the school to hang up their bag. If your child attends OOSH a member of staff will walk students over to the playground. Morning supervision commences at 8:30am.

**Pick Up:** Kindergarten students will be walked to the *Mary Street* gate for dismissal at 2:55pm each day. Siblings of the Kindergarten students will also be dismissed at this time. Please move off promptly as the rest of the students will be dismissed shortly after. If your child is not collected by 3:05pm they will be walked to the office and parents will be called. When you arrive, call the office and your child will be supervised to walk to the gate. I will not be able to have conversations with parents at the gate. If you need to have a discussion with me call or email the office.

**Attendance Information - Late to School:** In order for your child to feel prepared socially and emotionally for school each day, please ensure your child has arrived no later than 8:55am. Being punctual to school will ensure that your child doesn't miss valuable learning activities and instructions in their morning lessons. At times due to appointments and other circumstances, being late to school cannot be avoided. In this situation, it is essential that your child goes straight to the office where they will be signed in and provided with a late pass to take to their classroom teacher.

**Attendance Information - Student Absences:** If your child is absent, please use the SkoolBag app, send a note or email the school detailing why your child was away. This will prevent any unexplained absences. Parents are required to explain the absences of their children from school promptly.

**Uniform, Wet and Hot Weather:** Please ensure your child is wearing the correct uniform. Correct uniform includes no nail polish or jewellery. Students also need to have a **hat, water bottle** and **raincoat** with them at school every day of the year. Sport will be held on Fridays. Students will need to wear their sport uniform on Fridays.

**Labelling:** All of your child's belongings should be clearly labelled, including clothing, lunch boxes, drink bottles, hats, bags, jackets and other school supplies brought from home.

**Cohorting:** As a COVID safety measure Melrose Park Public School keeps students in cohort groups where practical. K-2 and 3-6 students will have different eating and playing areas during lunch and break to minimise potential transmission across stages.

**Crunch & Sip, Lunch and Break:** Crunch & Sip occurs at 11:05am- 11:15am. During this time students stay with their class to eat fruit and/or vegetables and have a drink of water. Lunch commences at 11:15am until 12:00pm with play first and eating time again in the last 10 minutes before returning to class. Lunch will be eaten in the eating area with K-2 students. When sending food, remember healthy food. NO chips, lollies, sweet biscuits or fizzy drinks. Ensure your child has a water bottle which can be refilled throughout the day. Break is from 1:30pm- 2:00pm with eating time also in the last 10 minutes.

**Birthdays:** Due to COVID, we ask that you do not send in food such as cakes/treats. Instead you may like to donate a picture book to the class library. A birthday sticker will be placed inside the book labelled with your child's name and the book will be read with the class to make your child feel special.

I look forward to working with you and your child this year!

Kind Regards,  
Miss Di Nicola