



PREP HANDBOOK 2025



Learning in Our Valley. Thinking Beyond the Hills.

Jungara Road Redlynch QLD 4870 | PO Box 326 Redlynch QLD 4870

P: (07) 4039 9222 | F: (07) 4039 9200 | www.redlynchsc.eq.edu.au



Contents

Page 3	Welcome to our College Important information
Page 4	What your child will need for Prep
Page 5	Prep commencing and finishing times Daily routines
Page 6	Collection times Bus travel Tuckshop Religious instruction
Page 7	Attendance – why coming every day is important Late arrivals and early departures
Page 8	Communication Lost property Birthdays and other celebrations
Page 9	Parent/Carer help Excursions Parade Healthy school lunches
Page 10	What to expect on the first day
Page 12	The first week The first Term What does a day at Prep look like?
Pages 12-16	Early years curriculum
Pages 17-18	Events and celebrations



Learning in our valley. Thinking beyond the hills.



Welcome to our College

Redlynch State College is a modern College located in a picturesque and safe suburban setting that offers the very best learning environment for all of its students for the start of their schooling in Prep to their senior schooling years.

We believe that the greatness of a school is not just about educational achievements but also the spirit and ethos of the school community. An education at Redlynch State College will foster creative, engaged and globally ready learners through the delivery of personalised, inclusive, flexible and innovative approaches and environments.

In Prep at Redlynch, we recognise the importance of each child's unique qualities. Our Prep year provides continuity between the children's prior experiences and their future learning. We provide balanced, stimulating and challenging programs using a range and balance of approaches to ensure that every child can be successful. We have a proud tradition of working closely with our community, while engaging in best-practice teaching.

We look forward to your family commencing with us.

Kind Regards,
Michael Hansen
Executive Principal



Important Information

Contact Details

School Administration Office: 07 4039 9222
Student Absence: 07 4039 9294
After School Care: 07 4039 9207

Address: Jungara Rd, Redlynch, 4870
Postal Address: PO Box 326, Redlynch, 4870
E-mail: principal@redlynchsc.eq.edu.au
Website: www.redlynchsc.eq.edu.au

Our Leadership Team

Executive Principal: Michael Hansen
Head of Campus (Primary): Samantha Molloy
Deputy Principal (P-3): Sue Hall
Deputy Principal (4-6): Mike Bruno

Important Dates for 2025

Term 1: Tuesday, 28th January – Friday, 4th April
Term 2: Tuesday, 22nd April – Friday, 27th June
Term 3: Monday, 14th July – Friday, 19th September
Term 4: Tuesday, 7th October – Friday, 12th December
Student Free Day: Friday, 5th September



Get Set for Prep at Redlynch State College

Very soon, your child will be commencing Prep at Redlynch State College. To ensure that both you and your child have a worry-free start, here are some reminders and messages that you might find useful.

Staff

A qualified teacher and teacher aide will staff Prep classes. The teachers are responsible for the organisation and running of the curriculum of the class.



What your child will need for Prep

- Enrolment form completed
- We highly recommend engaging in our transition program that starts in Term 4 (see flyer)
- Welcome interview booked
- Full school uniform
- Comfortable joggers with velcro fasteners (must be black)
- School stationery (list available from the office/College webpage towards the end of Term 4)
- Class allocation will be available at the Prep Open Afternoon and displayed on the Prep classroom doors in Week 1
- A school bag big enough to hold a lunchbox, library bag, homework folder, school bucket hat and a drink bottle
- **A lunch box with healthy food for first and second break**
- A healthy snack wrapped or packed separately for healthy snack break
- A spare change of clothes and underwear (in a plastic bag) to be kept in your child's bag at all times (because little accidents can happen)





Names and Labels

As young children often do not recognise their own belongings, please label absolutely everything– bags, shoes, lunchboxes, drink bottles, hats, library bags and spare clothing.

Prep Commencing and Finishing Times

Come on in!

The Prep rooms are open each day from 8.45am. Prep finishes at 2.55pm.

Before that time, and after school, parents are responsible for their children's behaviour and supervision. Playground areas are out of bounds in the mornings and after school.

Morning and Afternoon Routine

Morning routines are a wonderful way for your child to develop independence, responsibility for belongings, organisational and getting along skills. Upon entry, encourage your child to carry in their own bag and (with prompts) remember the morning routine. With your guidance they will soon feel happy and confident in the morning procedure.

Term 1 routine may include:

- putting their lunch in the fridge, fruit snack in snack container, drink bottle in designated spot and bag on the bag rack
- putting their homework in the box
- finding their name and practice tracing it
- going to the toilet and having a drink before school starts
- moving to the carpet area or activities as directed by the teacher

Daily Routine

- 8.45am to 11.05am – Morning session
- 10.00am-10.15am – Fruit Snack
- 11.05am to 11.55am – Lunch and Playtime
- 11.55am to 1.25pm – Middle session
- 1.25pm to 1.55pm – Afternoon Tea and Playtime
- 1.55pm to 2.55pm – Afternoon session



Punctuality

The Prep program starts promptly at 8.45am so please ensure that your child is at school on time. This way, your child does not miss any valuable group learning experiences or feel upset when entering the room.

Collection Time

Promptly at 2.55pm, children must be collected from directly outside the classroom door. Please be on time as being late for pick up can be very upsetting for little people. Students can be collected by a parent, caregiver or an older sibling. Please advise your teacher as to your specific requirements and if these change for any reason. For safety reasons children will not be allowed to leave until the teacher sights the person collecting the child. Playgrounds are used during school times only due to supervision.

If you are going to be late to collect your child for any reason, please inform the office before 2.30pm. This is extremely important because children quickly become distressed when it's time to go and no-one is there to collect them. In addition, teachers may have meetings to attend and cannot be there to supervise. Any children who have not been collected on time will be escorted to the administration office and parents will be phoned.

End of Day Checklist

Does your child have:

- ✓ Hat
- ✓ Lunch box
- ✓ Fruit snack container
- ✓ Homework folder
- ✓ Drink bottle



Bus Travel

Catching the bus for the first time can be daunting for young children. If your child is catching the bus with older siblings please advise the teacher of days and details of the bus. Older siblings must bring them to the classroom in the morning and collect them from the classroom in the afternoon. There is a teacher on duty at the bus zones until the last bus has departed in the afternoon.

Tuckshop (Canteen)

The tuckshop is open every day of the week. Tuckshop orders can be placed by writing your child's name and order on a bag and placing it in the basket in the classroom in the morning. Please use separate bags for lunch and afternoon tea. You may also like the convenience of ordering online at



www.flexischools.com.au Orders must be placed before 8.30am.

Religious Instruction

There are no religious instruction sessions at Redlynch State College for Prep students. Religious instruction begins in Year 1.

Attendance

It is compulsory for students to attend Prep.

Going to Prep every day helps your child to:

- get a head start for Year 1
- improve reading, writing and numeracy
- build a positive approach to learning
- strengthen independence and confidence
- develop social and emotional skills



DOES ATTENDANCE REALLY MATTER?

1 or 2 days a week doesn't seem much but...

If your child misses...	That equals...	Which is...	And over 13 years of schooling that's...	Which means the best your child might perform is...
1 day per fortnight	20 days per year	4 weeks per year	Almost 1.5 years	Equal to finishing in grade 11
1 day per week	40 days per year	8 weeks per year	Over 2.5 years	Equal to finishing in grade 10
2 days per week	80 days per year	16 weeks per year	Over 5 years	Equal to finishing in grade 7
3 days per week	120 days per year	24 weeks per year	Almost 8 years	Equal to finishing at grade 4

Late Arrivals & Early Exits

In the event that your child needs to be brought in late (after 8.45am) or picked up early, please call in at the office **before** going to the class as exit and entry slips are required to pass onto the teacher.





Communication

Our College newsletter is distributed via email. You can subscribe by visiting <https://redlynchsc.schoolzineplus.com/subscribe>. Other communication channels include: Facebook, our College Webpage and QParents (invitations to register will be sent to parents in Term 1).

Class Communication

Please read the notice boards outside the Prep classrooms each day. Other notices and information will be sent home in your child's homework folder. Our teachers will also email parents with important information. **It is your responsibility to make sure the school has your correct contact details at all times.**

Need to talk?

We are always happy to discuss any matters to do with your child. Once the session has commenced, however, it is difficult to speak with the teacher privately as it disrupts the class. **If you need to talk to the teacher, please make an appointment for a mutually suitable time.**

Sharing Information

Events in family life, such as major illness, visits by grandparents or other relatives, a new baby, an accident or death of relatives, friends or pets can impact greatly upon children and may markedly affect their behaviour. *It is important for parents and teachers to share information which may affect your child. We would be most grateful if parents/carers would inform the teacher of any unusual happenings.* Rest assured that teachers will keep you informed with regular notices or a quick chat.

Treasures from home

Toys and trinkets from home very often become lost or broken at school, so it saves a lot of time and heartache if these are left at home. Any toys that find their way to school will be cared for by the teacher until the end of the day. Staff cannot assume responsibility for any loss or breakage.

Lost Property

Make sure your child's items are named to prevent loss. Please make regular checks of the lost property.

Birthdays and other celebrations

Birthdays and other celebrations are wonderful ways to build understanding about one another. Should you wish to share a birthday treat with the class, we have found that cupcakes are more practical to share than large birthdaycakes. For busy parents there is also an option to order birthday brownies or Calippo bucket from the Tuckshop.



Parent/Carer Help

Parents/Carers are encouraged to contribute to the Prep program. Once the children have settled at Prep, all parents/carers are welcome to help. Offers of help for class activities are greatly appreciated.

Parents can also help by taking small tasks to do at home such as cutting up materials, making play dough or washing dress up clothes. Please let your availability be known so that the teacher can put up a parent roster once they feel the children have settled and routines have been established.

Excursions

From time to time during the year we may organise tours of educational interest for the children. Written permission from parents will be necessary before a child may participate in such an outing. Teachers will notify parents if helpers are required for such tours but please no toddlers or other children.

Parade

Junior Parades are held weekly on Friday afternoons from 2.30pm-3.00pm and parents are always welcome to attend. Each week the positive behaviour focus for the following week is discussed.

Parade also provides opportunities for important notices, student performances and celebrations of student success. If your child is getting an award on parade the teachers will do their best to notify you prior to the date. It would be so special for them to see you sharing their accomplishments.

Food for Thought – Healthy Bodies, Healthy Minds

Please consider carefully the foods you include in your child's lunch box. Healthy food contributes to calm children who are able to focus and learn without distraction. Strong bodies develop strong minds. For these reasons, we encourage children to make healthy choices and eat sandwiches and fruit first and leave the 'treats' for later.

Please ensure that lunch containers are easy for your child to open, (practice at home before school begins), include food that does not need reheating or cutting-up and include spoons so that your child can independently manage their lunch.



Suitable Healthy Choices

Children are encouraged to pack healthy, nutritional lunch boxes complete with WATER bottles and foods from the five 'EVERY DAY' food groups – which include:

- Fruit
- Protein (lean meat, fish, poultry, eggs, legumes)
- Dairy (milk, cheese, yoghurt)
- Grains (bread, cereals, rice, pasta, noodles)
- Vegetables

while avoiding 'SOMETIMES' foods like chips, sweet biscuits and packaged foods high in salt, sugar and fat.

Unsuitable Food for Lunches

- X Chips and lollies
- X Cakes with lots of icing or cream
- X Chocolate or chocolate-flavoured/coated foods
- X Nutella tubes or roll ups
- X Soft drink/cordial
- X Please, no cans of food as the lids are dangerous (put into a plastic container)

The First Full Day of Prep

The first day of school can be an exciting and nervous time for both children and parents. Being prepared and ready can help make the transition smoother for all. Here are a few tips:

1. Have your child's things organised the night before so that the beginning of the day goes smoothly and you do not have to rush.
2. Plan morning tea and lunch with your child and pack food that is healthy and that your child likes.
3. Being on time is very important to your child. Coming in late often makes them feel anxious.
4. Be positive and talk about the new things in a happy way.



5. Don't slip away. Always tell your child you are leaving and that you will be back after a definite event such as lunch time.
6. Be positive when picking children up. Do not ask if they have been good. Ask them about their day, what they've done and with whom they've played.
7. Encourage your child when they make things to show you. They might not look much but lots of effort went into them.

BUT MOST OF ALL.....JUST LOVE THEM!!
And remember to take some photos!



In the Prep Classroom

School starts at 8.45am, however, on the first day, Prep classrooms will be open earlier to give us a chance to spend some time introducing ourselves and showing you around our rooms. Please arrive early, make your way to the classroom, help your child to unpack their bag and put their things in the correct place. You may be encouraged to stay a little longer with your child to help them settle in.

When the teacher indicates that it is time to start, say your goodbyes and reassure your child that you will be coming back to get him/her in the afternoon. It is best to cheerfully say goodbye and quickly leave rather than to drag out the parting process. As soon as the parents have gone, the children will be settled with a story or song. The teacher or teacher aide will support your child and let you know if he/she does not settle.





The First Week

The first week is a very busy time for teachers and children. Teachers are very focused on settling the children into the classroom environment. This may appear hectic at times, however, this process is necessary for developing effective routines and positive relationships. We ask that you support us by re-introducing yourself to the classroom teacher once things have settled down.

The First Term

In the first term of Prep there is an emphasis on:

- establishing routines
- working cooperatively
- practicing whole body listening
- learning through Age Appropriate Pedagogies
- beginning reading skills
- beginning sight words (heart words)
- counting and matching activities
- phonemic awareness
- songs and rhymes
- developing our oral language
- whole body movements and awareness
- hand eye coordination
- learning letter names and sounds through the Jolly Phonics program
- developing finger dexterity and muscles through brain gym and fine motor skills
- science investigations
- short homework activities will be offered



What does a day at Prep look like?

During the morning children will participate in literacy learning and fine motor activities. After lunch they will investigate numbers and participate in beginning writing activities. The afternoon session includes art, science and learning through play. A visual daily program



will inform you and the children of the activities for the day.

Phonics and Phonemic Awareness

Every week students will be developing an awareness of new letters, sounds and how these work together. They will practise fun and exciting rhymes/songs and actions for new sound and patterns and participate in other activities to reinforce these concepts.

Reading

Children will be introduced to beginning reading strategies through big book lessons where they listen to, join in with and act out children's stories. After the first few weeks small group guided reading will begin where each child has their own decodable reader to learn from.



Maths

Children will be actively involved in songs, rhymes and hands-on activities. They may use blocks, create collages, use counters, playdough and other materials to investigate and develop the early mathematical concepts and skills.

Physical Activity

Children participate in a gross motor program aimed at developing hand eye coordination, body awareness and social skills.



Each day, in our playground, activities are set up to support the development of spatial and body awareness and physical coordination skills.

Show and Tell

Show and Tell will be introduced from Term 2 and is a structured process with a specific focus for each term. These activities provide opportunities for students to practice their speaking and listening skills in front of an audience. The classroom teacher will advise you of the focus.



Specialist lessons

Library – children visit the library for 30 minutes each week. Every week they may borrow two books. They will have story telling lessons with the librarian, Miss Thackray and the children will work on text conventions to support their reading program.

Music – children have a 30 minute lesson each week with Mrs Scarabello.

Health & Physical Education – children participate in two 30 minute lessons each week with Mr Vearing. An eight week block of swimming lessons is conducted by swim instructors in Term 4. Children are transported via bus to the Smithfield Pool.

Homework

Homework in Prep is a series of short, fun, **daily** activities that allow parents/carers to share some of the experiences their child has had that day. It usually consists of an oral language matrix, reading passages, letter-cards, name tracing cards and a reading book to share. It may also offer some tracing/simple writing activities to help develop fine motor control. It is important homework is used as a **daily fun activity** that you all do together. Choose a time when both you and your child are not tired. Be innovative with learning and practise skills in a wide variety of ways.

Reading Eggs and Essential Assessment

Reading Eggs and Essential Assessment are our online programs for Prep to Year 2 students; they are accessible both at school and at home. They help students to develop reading, word concepts, sound knowledge and early mathematical concepts in fun and exciting online progressive programs.

During the first few weeks of school your child will come home with log in details which will enable you to access these fantastic programs at home.

Parents will be asked to complete the 3rd Party Consent form in Term 1 for students to access these online resources.





Yearly Goals

Early Years Curriculum - THE WHAT

Redlynch State College Early Years Curriculum and Assessment is based on the Australian Curriculum delivered through ACARA and incorporates the following:

- English
- Mathematics
- Science
- Technology
- Humanities and Social Sciences
- Health and Physical Education

Early Years Curriculum - THE HOW

Goals in the above subjects are achieved using a range and balance of **Age Appropriate Pedagogies (AAP)**. AAP are learning styles and teaching approaches that are recognised as highly effective for the early years.

Quick Overview of Curriculum - THE WHAT

English

By the end of the year students should be able to:

- speak confidently (with improved confidence) in front of their peers and teachers
- understand the letter sound relationship
- decode simple words
- know their basic heart words
- read a variety of familiar books confidently
- form their upper and lowercase letters correctly
- create and write simple sentences that include a capital at the beginning, a full stop at the end and spaces between words.



Mathematics

By the end of the year students should be able to:

- count confidently to and from 20
- recognise the word names for numbers to 20
- know and talk about the days of the week and months of the year
- compare length and capacity of objects
- understand and use positional language when describing where things are
- create graphs about real life activities
- solve real life maths problems.



Science

By the end of the year students should be able to:

- explore how objects move and be able to sort the movement into categories (e.g. rolling)
- identify what objects are made from (e.g. wood) and explain the best everyday uses for these materials
- understand what seasons are and how they affect our lives
- explain how and why we need to look after living things.

Social and Personal Learning

Activities that involve working cooperatively and developing independence, confidence and responsibility are included as part of day to day learning at Prep.

Active Learning

Active learning is being involved in the learning process.

Age Appropriate Pedagogies provide engaging activities to help all students be inspired to learn. Shared planning, big book stories, science and maths investigations, art activities, perceptual and fine motor programs, classroom discussions, group problem solving are all part of the active learning process.



Age Appropriate Pedagogies in Practice at Some of Our Events

100 Days of Prep

During Term 3, our Prep classes celebrate 100 days of Prep. Children bring along a collection of 100 items to share with their class. This day is rich in numeracy, oral language, reading, writing and collaborative learning. Children enjoy a shared lunch and fun activities throughout the day.

Characteristics of this celebration include: *active, agentic, collaborative, learner-focused, playful, language-rich and dialogic.*



Mother's and Father's Day Celebrations

Mother's and Father's Day celebrations at Prep begin with classroom discussion about how special mums and dads are. Students suggest various activities that the class could do to show their appreciation of their parents. This celebration may be a special pamper or picnic in the playground morning for their mums and pies and cricket for Dads.

These activities are a combination of teacher and child-initiated activities with students taking on a variety of different roles.

Activities for mum could include hand massage, portrait painting, making necklaces and bracelets, high tea and nail painting.

Activities for Dad could include portrait painting, shaving with paddle pop sticks, cricket, ten pin bowling, ginger beer afternoon tea and superhero dress-ups.

On each of these days our P & C and Secondary Campus hospitality staff and students provide a fabulous breakfast.

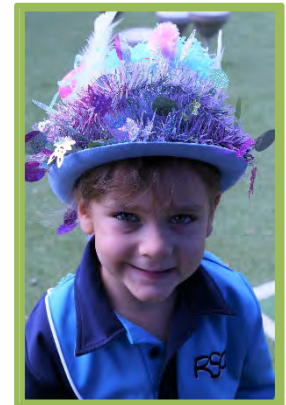
Characteristics of this celebration include: *active, agentic, collaborative, creative, explicit, learner-focused, responsive, playful, language-rich and dialogic.*



Easter Hat Parade

Children enjoy creating their Easter Bonnets for our Easter Hat Parade. The children learn dances and songs to share with their parents on the day. We have a special guest read an Easter story to start our parade.

Characteristics of this celebration include: *active, agentic, collaborative, creative, explicit, learner-focused, playful, language-rich and dialogic.*



Book Week

Book week is enjoyed by all our students. Prep highlights in this week include a Teddy Bear's Picnic and a special parade where they come dressed as a book character. Staff put on a dramatic interpretation of a short-listed book that entertains both children and parents alike. A fun event for all involved.

Characteristics of this celebration include: *active, collaborative, creative, responsive, playful, language-rich and dialogic.*



Grandparents Day

Grandparents Day is a special celebration with grandparents visiting the classrooms to share in some fun activities and attend a special morning tea with their grandchildren. We have grandparents who come from all over Australia and overseas to celebrate this special day.

Characteristics of this celebration include: *active, agentic, collaborative, creative, responsive, playful, language-rich and dialogic.*

Under 8s Day

Under 8s Day is one of the highlights of the year. Each Prep to Year 2 class runs a fun activity from 9.00am until 11.00am. We have special visits from many community groups including our emergency services, defence organisations and a special magician/puppet master to help entertain the children. Activities include: face painting, craft activities, painting, games, cooking, construction and much more.

Characteristics of this celebration include: *active, agentic, collaborative, creative, responsive, playful, language-rich and dialogic.*





Thank you for choosing our College

Finally, we at Redlynch State College are so excited that you have chosen to send your child to our school. We look forward to working closely with you to ensure the best possible start in education for your child. We really do provide a wonderful education, taking your child from Prep to Year 12.

Please don't hesitate to discuss any queries or worries that you may have regarding your child's education with your child's teacher. We are looking forward to sharing a happy and productive year with you and your child.



Appendix A

Handwriting Pencil Grip

Pencil should be held against the index finger on or just behind the first knuckle.

Pencil should not rest in the 'web' between the thumb and index finger.

Pencil rests on the middle finger on the nail fold.

The little finger and the side of the hand become the support point.



There should be a distance of approx. 2–2.5 cm from the pen point to the tip of the index finger.

Support the pencil between the thumb and index finger. Try to use the tip of thumb not the 'pad' underneath.



Queensland Handwriting Script

Aa Bb Cc Dd Ee Ff Gg Hh
Ii Jj Kk Ll Mm Nn Oo Pp
Qq Rr Ss Tt Uu Vv Ww
Xx Yy Zz



Appendix B

Helpful ways to prepare your child for prep

Whilst we acknowledge that although all children are different and develop at different rates, there are some simple things families can do to support your child's transition from home to Prep.

Encourage your child to be independent by helping and teaching them:

- their full name
- to recognise their name in print
- to pack, open, close and carry their school bag
- to identify and care for their personal property
- how to eat their packed food, recognising what to eat at first and second break, opening packets and containers
- how to wash hands properly, that they should be washed before and after meals and after going to the toilet
- to go to the toilet independently
- how to put their shoes on.

Children's oral language skills can be developed by:

- talking in sentences
- looking at picture books
- remembering little rhymes
- reading with parents
- listening to parents reading stories regularly.

It is advisable to have your child's vision and hearing checked prior to starting Prep.

