



Carmel School
FAITH & KNOWLEDGE



**EARLY CHILDHOOD
INFORMATION BOOKLET 2023**

Carmel School's motto:

Emunah V'da'at – Faith and Knowledge

Carmel School's Early Childhood Program nurtures the development of the whole child as a self-motivated, life-long and active learner within the ethos of Modern Orthodox Judaism.

The beautiful Ashley Schaffer Early Learning Centre offers plenty of space for Kindergarten, Pre-Primary and Year 1 students to grow, learn and have fun along the way with their friends.

We help your child to develop:

- a strong sense of identity;
- a strong sense of wellbeing;
- confidence and involvement in their learning;
- effective communication skills; and,
- a sense of connectedness to their world.

EARLY LEARNING PROGRAM

Our Early Learning Program recognises that:

- learning is a continuous process and a collaborative effort between teachers, students and families
- the curriculum should be designed to nurture the development of each child
- encourage self-motivated, life-long, active learners, with an understanding of themselves, their community and their world
- allow the students to be active participants in the planning, execution and evaluation of their individual learning journey.

Through inquiry and exploration, our programs enable each student to become strong, capable, competent and curious.

Early learning is about developing and reinforcing skills across all learning areas and our programs aim to give all students the literacy and numeracy skills, together with a good balance of social and emotional abilities, to be the best they can be.

Our staff is committed to implementing the Early Years Learning Framework for Australia – Belonging, Being and Becoming. This Framework's vision is for all children to experience play-based learning that is engaging and builds success for life. As the children progress throughout our Centre, they continue to experience the pedagogy of the Early Years Framework and the content they are exposed to as they progress through the year levels is that of the mandated Western Australian Curriculum.



LEARNING THROUGH PLAY

Children have a natural wonder and curiosity about their world and their place within it. Our programs offer them a chance to explore and learning about the world through play by:

- providing periods of uninterrupted time with opportunities to discover, imagine, create, express and test themselves and their ideas, find inspiration and gain a sense of wellbeing.
- giving the opportunity to make decisions, solve problems, explore, negotiate and learn to regulate their own behaviour.
- going outside so they can connect with nature which facilitates both their intellectual and emotional learning.
- allowing them to translate experiences into something internally meaningful to them.
- clarifying concepts, providing emotional relief, and facilitating social development.

All play is care planned, facilitated, guided, monitored and extended by staff - but most importantly, it is owned by each child.

Our ELC staff are trained to guide and develop the children's play by:

- carefully and creatively planning developmental learning activities that build on the children's interests and abilities.
- thoughtfully planning stimulating and inviting indoor and outdoor learning environments to extend the children's experiences, skills and understandings.



EXPLICIT TEACHING

What is explicit teaching?

It is the teaching of literacy and numeracy skills that occurs through investigative learning across each and every day.

As each child's development changes and so too does the explicit teaching - both personally and as a whole class. This gives each child the opportunity to hone and develop these skills through targeted activities and specifically designed areas within the classroom.



ASSESSMENT AND REPORTING

Children learn and grow everyday, so the ELC it is an ongoing cycle that includes planning, documenting and evaluating each child as they 'play' in the purpose set areas of the classroom. By gathering this information, staff can:

- plan effectively for each child's learning;
- communicate about each child's learning and progress;
- to identify if the child will benefit from additional support or enrichment; and,
- to guide the planning of programs to ensure each child is given the experiences required to make continuous progress.

Each child's progress is carefully and regularly monitored and assessed through observation, discussion and documentation. This information is available to parents at any time and parents are encouraged to communicate with staff through:

- parent/teacher evenings;
- spending time in the classroom as a parent helper;
- talking with their child's teachers on an informal basis; or,
- meeting at a formal interview requested by either the teacher or the parent.

Portfolios use children's experiences and activities to narrate their learning journeys. These Portfolios are works in progress and are available for parents to peruse at any time.



EARLY INTERVENTION

The School has a policy of early intervention. Sometimes students need a little help and our aim is to identify this quickly and start a targeted and specific intervention across a range of areas (cognitive, social/emotional and physical) as early as possible. This is done in full consultation with parents, the child's teacher, the School Psychologist and the Head of Primary.

The School also provides for students with additional/special needs. Parents should discuss their child's requirements and Individualised Educational Plans with the class teacher and the Head of Primary. Therapy rooms are available for use by internal and external therapists should this be required.

HEBREW PROGRAM AND JEWISH STUDIES עברית ויהדות

"Who is wise? One who learns from everyone."
Pirkei Avot 4:1

Carmel School is dedicated to creating an environment in which children can grow to their full potential as good citizens and responsible members of society.

We nurture and develop strong and positive values in our students as well as a clear Jewish identity and knowledge and love of Hebrew, Chagim, Torah and Israel.

The curriculum is comprised of both formal and informal activities which enhance student learning and this is done through:

- play
- song
- dance
- drama
- story-telling, and
- art and craft activities.

In the Early Years, children have a very natural approach to language, with no need for rational explanations and no inhibitions to use it, even with mistakes appropriate to their developmental stage. Developing oral skills is important to facilitate the acquisition of literacy skills later on. Creating this positive written attitude is very significant because

Ivrit for the Jewish student is not just a language tool, but a way into Jewish culture. Ivrit allows the children to "feel at home" in their Jewish cultural world and become familiar with vocabulary and expressions in Hebrew. Chalav Udevash, our Hebrew Program, integrates the Chagim into the units of study.



Children participate in:

- Tefillah
- say Brachot
- learn about the weekly Parasha, and
- enjoy a Kabbalat Shabbat on Friday mornings

Jewish Studies Enrichment Program with Morah Posner

Carmel School offers a Jewish Studies enrichment program above and beyond the timetabled Jewish studies lessons. These additional lessons take place twice a week and are scheduled during the school day. Enquiries or additional information about the enrichment program should be directed to Mrs Debbi Benn, the Coordinator of Hebrew and Jewish Studies in the Primary School.

BE A MENSCH POLICY

Carmel School has the **Be A Mensch** Behaviour Management Policy, which is integrated into all aspects of school life from Kindergarten to Year 12 and is explicitly taught using the Promoting Alternative Thinking Strategies (PATHS) and Keeping Children Safe Curriculum.

The children are encouraged to explore the notion of what it means to be a mensch.

It encourages students to:

- show care and compassion to all;
- treat others with consideration and respect;
- include others;
- stand up for the rights of others;
- be honest and sincere;
- be tolerant;
- care for their world;
- do their best at all times; and,
- take responsibility for their behaviour.

Students are encouraged to:

Build empathy
Be respectful of self and others
Learn how to self regulate behaviour
Communicate their needs
Reflect on their behaviour

To ensure the safety of our students Carmel School implements policies, procedures, practices and strategies that protect our students from grooming and child abuse. All students are educated and empowered using the Keeping Safe: Child Protection Curriculum.



SUPPORTING THE JEWISH ETHOS OF OUR SCHOOL

The School's program is based on Modern Jewish Orthodoxy.

It is the School's policy that all boys wear a kippah throughout the school day. We encourage men visiting the school to also wear kippot so they are viewed as positive role models for our students.

BIRTHDAYS

We hold a special Kindergarten party for every child and invite you to attend with any significant others in your lives. The child bakes a cake with one of our special co-educators and chooses the icing and design that they want. We use this special party time as a learning experience and reflection.

We do urge parents to respect the Jewish ethos of the School by scheduling parties on days other than Shabbat or Jewish Festivals and by providing kosher food at parties.

We ask you please to be discreet in the handing out of party invitations if every child is not invited as it can be hurtful for a child not to receive an invitation. Staff unfortunately cannot hand out invitations.



LIBRARY

Instilling a love of books is developed through our library lessons and we encourage students to borrow books on a weekly basis for parents to read at home. We encourage care of books through using a library bag.

QUIET TIME/RE-CHARGE TIME

The children will rest for approximately **40 minutes** each day. Some may sleep, whilst other will simply rest quietly on the mat. Students who are not sleeping can listen to stories during this time to enhance their literacy development. Quiet time also helps with their wellbeing through connecting their mind and body and re-charging from their busy day

Each child will be given a beautiful handmade quilt to re-charge with. Students need to bring a labelled pillow case and we will supply a foam insert.

TERM DATES FOR 2023

Term 1 – Tuesday 31 January - Tuesday 4 April

Term 2 – Wednesday 26 April – Friday 30 June

Term 3 – Monday 17 July – Friday 22 September

Term 4 – Monday 9 October – Tuesday 5 December

- A calendar appears on the Carmel School website: www.carmel.wa.edu.au
- Events are also published in the Carmel School newsletter - The Kesher.
- Notices are sent home prior to major events and excursions via email or on **SchoolStream**. Please ensure you check your email daily as this is our preferred method of communication.
- **SchoolStream** is an app which is used to communicate with parents and information will be given during the first week of Term 1.

First Week of School

In 2023, the first term commences on **Tuesday 31 January**. In Kindergarten the children's intake will be staggered:

- Half the cohort will attend on **Tuesday 31 January**
- The other half will commence on **Wednesday 1 February**
- All students will attend from **Thursday 2 February**

You will be notified which days your child will attend by letter in the mail in the first week of December.

KINDERGARTEN HOURS

The Kindergarten doors are open from **8.15am**. Parents are welcome to join their children in activities such as reading stories and playing games until **8.30am** when the 'formal' program commences.

Half days conclude at 12.15pm

Full days conclude at 3:00pm

Kindergarten and Pre-primary parents need to bring their children to the classroom and collect them from the classroom so will need to park their cars and walk in.

Please note the drop off/pick up zone is for parents of students for Years 1 to 6 and parents are not permitted to leave their cars and enter the school.

Please be aware that, for various reasons, some of the spaces in the Primary car-park are reserved.



BRINGING AND COLLECTING CHILDREN

- Please bring your children to the class teachers each morning.
- At the end of the school day they will be packed up and ready to be collected from the classroom.
- Please inform the School if something unforeseen has occurred and you are going to be late.
- If a friend or relative will be collecting your children please let staff know either by phone or in writing.
- If siblings are collecting brothers or sisters from Kindergarten they must be in Year 6 or older. Again please advise staff of this arrangement.

Children who are not collected due to a mix-up in a roster or due to a parent being unavoidably delayed, will be supervised in the Ashley



- Schaffer Early Learning Centre or taken to the Primary School Reception.

OUTSIDE OF SCHOOL HOURS CARE

The School utilises **The Hangout** for outside of school hours care as they offer families the option of before and after school care, as well as holiday care.

The Hangout operates from the **Herb Graham Recreation Centre** in **Mirraboopa**. Parents are asked to drop their children at the centre in the morning and a supervised bus service will pick up and deliver them to school. At the end of the school day, the bus will pick children up from school and deliver them to the centre for collection by parents.

Educators are all professional and hold their current clearances and qualifications. The Hangout is a recognised outside of School Hours Care provider, which means families can access the full government rebates and entitlements.

Families are encouraged to talk with, meet and get to know the educators before they book their child into The Hangout.

Bookings can be made via email at renee@thehangout.com.au or by telephone on 0404 385 162.





SICKNESS AND ABSENCES FROM SCHOOL

The Primary School's phone number is **9276 1900**

- If your child is unwell or is not coming to school for any reason please phone the Primary School Secretary on **9276 1900** or via email at primary@carmel.wa.edu.au by 9am. This information will be passed on to relevant staff.
- If your child has not arrived at School and we have not been notified regarding an absence, you will receive a call to verify that your child is at home and safe.
- Please keep children with colds and coughs at home and notify the School. The School must also be notified if a child has an infectious disease (e.g. chicken pox, measles).
- You should advise the School in writing if you will be away on holiday during term time.
- It is a legal requirement that the School has an explanatory note for students who are absent for two days or more.
- Please note student absences cannot be substituted by attending Kindy on an alternate day of the week.

Long hair should be plaited and tied back to avoid the perennial problem of head lice. We ask parents to regularly check their children for head lice and should parents need advice, please speak to staff or Primary School Reception. If your child is found to have them, we will contact parents immediately and children are to be collected immediately. An email is then sent to the affected classes, with the School Policy and information about lice.



MEDICINES

- If your child is well enough to attend school but requires regular medication, please complete the necessary form (obtained from the staff or Reception) to give authority for staff to assist.
- Include specific instructions concerning time, dosage and method. This information must be given for each new regime.
- The staff will administer minor first aid as necessary.



IMPORTANT INFORMATION ABOUT HEALTH CONDITIONS

It is important that staff are informed of any health conditions your child might have and exactly what treatment is to be administered on an ongoing basis as well as in an emergency.

Even though you will be required to fill in medical forms at the beginning of each year, it is advisable that you personally inform staff of all health issues and conditions.

RECESS AND LUNCH REQUIREMENTS

The school day is a busy and active one for children, so a healthy breakfast is essential to ensure each child gets the most out of their day. We encourage parents to:

- pack a nutritious and healthy recess and lunch so the children develop awareness about food that is healthy.
- pack recess and lunch separately (labelled with their name) to avoid confusion at meal times.
- adhere to the School's policy that no meat products are brought to school.
- encourage your child to place their recess basket and a lunch in the baskets by the classroom doors.
- pack a filled, labelled water bottle each day.

ALLERGIES AND ANAPHYLAXIS

There are a number of students at Carmel School who are allergic to products such as egg, fish and bananas. It is a School policy that students do not share their lunch with anyone and do not bring food to school for other students.

Nut products are not used in the canteen or for cooking purposes and parents are asked not to send food with nuts.

Please note the staff are trained in the management of anaphylaxis. Parents whose children have allergies must provide the school with full details, an anaphylaxis management plan for their child and an EpiPen. The Receptionist will assist you with this documentation.

THE CANTEEN

Carmel School has a canteen which is situated onsite.

- Students from Kindergarten and Pre-primary can order their lunches.
- Summer and Winter menus are available from Reception.
- Lunches will be delivered to the Kindergarten and Pre-primary classrooms.
- Lunches can be ordered online through **Flexi Schools** via **SchoolStream**. Information about this system and the password will be given out in the first week of Term 1. One can also order via phone on **9375 4333** or in person however orders need to be placed by 10am on the day.



OUR KOSHER KITCHEN

We are very fortunate to have a strictly kosher kitchen in the Ashley Schaffer Early Learning Centre, which is used by Kindergarten to Year 6 students, under the supervision of staff.

In order to maintain the kashrut of the kitchen, utensils from the drawers cannot be used for children's lunches. Items from home should not be placed on the countertops or in the fridge. Your support in keeping the kitchen kosher is much appreciated.

CHILDREN'S CLOTHING AND UNIFORM

School uniform items such as hats and bag are available at the Uniform Shop in the Primary School. To support our active "hands on approach" we encourage children to wear suitable play clothes.

Please phone the Uniform Shop on **9375 4349** or visit the Carmel website for opening hours. Mrs Caroline Neuman runs the Uniform Shop and will be able to show you what is recommended.

- A kippah for boys is compulsory.
- When purchasing clothing and shoes for your child be aware that we encourage self-help garments, as these promote independence.
- Our students wear hats outdoors all year. Please apply sunscreen before sending your child to school. Extra cream will be applied during the day if necessary.
- Please ensure all clothing is named. Since there are often students with the same first name please include a surname too!
- The Carmel School bag and library bag can be purchased from the Uniform Shop. They are recommended because of their practical size and durability.

KEEPING IN TOUCH

Kesher is produced 1-2 times a Term and distributed via email. Parents are also encouraged to like and follow our Facebook and Instagram pages. These are updated regularly to give a snapshot into daily life and learning at Carmel.



SPECIAL INTERESTS

Parent and community involvement is encouraged and valued. Let us know if you have:

- any hobbies, interests and talents
- an occupation or adventure you would like to share
- other experiences that would enrich the children's learning.

FAMILY HELP

All families are invited, and welcome, to help in classrooms in the Ashley Schaffer Early Learning Centre.

Helpers in Kindergarten and Pre-primary assist in their children's classrooms during the morning until midday - including all classroom and recess routines. Each term a list is put up on the Parent Notice Board for parents to fill in.

We value and appreciate this help enormously and ask parents/grandparents to respect families and keep matters they observe in the school strictly confidential.

TOILETING

There is an expectation that all children should be fully toilet trained before starting Kindergarten and each child should be able to manage their toileting independently.

We understand that accidents can occur, so parents are requested to send in a change of clothes, appropriate to the season. These clothes should be in a named plastic bag and kept in the child's school bag.



EXCURSIONS AND INCURSIONS

As part of the normal early childhood curriculum the Kindergarten and Pre-primary students will be participating in various excursions and incursions.

Parents will be notified of all excursions in writing or via email. Early in the year, the School will send out Excursion Permission forms to cover all outings during the year.

ADDRESSES, TELEPHONE NUMBERS AND EMAILS

Carmel School staff are keen to communicate with parents via email. It is a convenient way to remind parents of activities and meetings and a wonderful way to send home photos of in-class activities and events. However, it will not replace the all-important face to face contact.

Should you wish to email the School it can be done through Primary School Reception via primary@carmel.wa.edu.au. Emails sent to Reception will be forwarded to relevant staff. If the matter is confidential and you feel more comfortable going directly to the staff member, please request specific email addresses.

If you are collecting emails and other contact details from parents, for events such as birthday lists, please ensure that you have every parent's explicit permission. Some of our families do not wish to have their details or email addresses circulated.

THE KIKAR

The central area in the Ashley Schaffer Early Learning Centre is called the Kikar, 'the meeting place' in Hebrew. It is used for a variety of activities during the school day and as a display area for artwork and constructions.

When gathering in this area after school hours we request that parents ensure that all children are adequately supervised in the Kikar so that students' work and displays are not damaged and should be vacated by **3.30pm** to allow for the staff to prepare for the following day.

PARENTS AND FRIENDS ASSOCIATION (P&F)

Carmel School has a very active P&F who not only raise funds for equipment and materials, but also welcome new families and organise parent education events. If you require any support or assistance or are able to help with any functions, please ask staff about the P&F and they will introduce you to members of this dynamic committee.

GRANDPARENTS AND SPECIAL FRIENDS CLUB

There is also a Grandparents and Special Friends Club that meets once a Term. Their role is not a fundraising one. Their job is to be an appreciative audience for performances put on by our students and they are welcome to read stories and generally interact with their grandchildren and their friends or help in the library.

Please ask at the front office for an enrolment form or contact Vicki King, President of the club on **9276 6765**.

SECURITY PATROL

Carmel School takes every precaution to maintain the highest standard of safety and security for our students and families. Carmel School parents are requested to participate in the Security Patrol Roster before and after school. CSG will contact the parents at the start of every Term via email to notify them of their duty days.

IN CONCLUSION

We welcome all students and parents to the Carmel School Community and the Ashley Schaffer Early Learning Centre. We look forward to working together to provide top-quality educational and social experiences for our students in a happy and nurturing environment.

Should you have any queries, concerns or suggestions please don't hesitate to contact the School.



SHALOM

Carmel School, Dianella

shalom@carmel.wa.edu.au

Primary School Campus: (08) 9276 1900

High School Campus: (08) 9276 1644

Visit us online to register for updates and events

carmel.wa.edu.au