



PRINCE
ALFRED
COLLEGE



Parent Handbook | Year 3

Dear Parents,

Welcome to Year 3 at Prince Alfred College. We hope that all the boys have had a relaxing and enjoyable holiday and are looking forward to an exciting and challenging year. We are!

We especially welcome our new boys and any parents who are joining us for the first time this year.

SCHOOL TIMES

Classrooms are open from 8.15 am. Boys are not permitted on the school premises before 8.15 am unless they are being supervised by a parent, attending a school activity or going to Before School Care.

8.30 am	Roll call, morning lessons
10.40	Recess eating time
10.50	Recess
11.10	End of Recess, lessons resume
1.10 pm	Lunch eating time
1.20	Lunch play
2.00	Afternoon lessons resume
3.30	School day concludes (3.15 Fridays)

SCHOOL ABSENTEES / LATE ARRIVALS

Students are required to be punctual each morning. If your son is to be absent for any reason, a phone call to the Preparatory School Office on 8334 1203, email to prepoffice@pac.edu.au or message via the College App, as soon as possible to notify us is appreciated. The roll is checked by 8.45 am each day and a text message automatically sent to any family who has not explained an absence. Children who arrive late or leave early need to be signed in/out at the Prep office so the attendance register can be kept accurate.

COMMUNICATION

Effective communication between school and home is vital. The school diary is an important means of communication. In it, boys will record notices and reminders. We ask you to view and sign the diary each night. In addition to the diary we will also provide you with a recap of your son's learning via Seesaw. If you have any questions or need to inform us of something, please feel free to use the diary, telephone or email.

Our email addresses at school are: mleeson@pac.edu.au sbehan@pac.edu.au

DATES FOR YOUR DIARY

The school calendar, website, parent portal and newsletters will give you dates of activities, events and term times throughout the year. Year 3-6 Chapel Services are held every Wednesday afternoon at 2.00 pm and Preparatory School Assembly on Friday afternoons at 2.15 pm. Parents are always welcome to attend (Covid-19 restrictions permitting)

Term 1 Dates of Interest

Week 2	Friday 5 February - Family Fun Night
Week 4	Monday 15 - Friday 19 February - Year 3 daily swimming lessons/trials
Week 5	Thursday 25 February - Prep 3-6 Swimming Carnival
Week 7	Monday 8 March - Adelaide Cup Public Holiday
Week 8	Friday 19 March – Cross Country
Week 9	Monday 22 March – Grandies Day
Week 10	Thursday 1 April – Term 1 ends

SCOTTS CREEK PROGRAM

Week 2 Term 4 – 20 - 22 October - Year 3 Program at Woodhouse, Crafers.

SCHOOL UNIFORM AND CLOTHING REGULATIONS

School uniform must be worn to and from School, and on those occasions specified by the Headmaster. It is a fundamental expectation of students of Prince Alfred College that they will wear the correct uniform and wear it well.

NO PART OF THE SCHOOL UNIFORM IS TO BE WORN WITH CASUAL CLOTHES.

In the Preparatory School, the blazer is only worn in Terms 2 and 3 and summer uniform in Terms 1 and 4.

A detailed statement of uniform regulations can be obtained from Princes Parade; ties are to be neatly tied and in place. At all times it is expected that the boys' uniform will be neat and shoes clean and polished.

Boys' hair must be clean and tidy, and trimmed in a reasonable manner. Boys' hair must comply with the following:

- hair must be groomed reasonably short but no shorter than an electric comb setting of No. 3
- hair must be brushed neatly, shaped to the head and clear of the collar and eyes
- extremes of style, long fringes and/or short on the side(s) and long on top, use of colour, dye and the like are not acceptable and may result in the student being excluded from school until his appearance is acceptable.

It is not our custom to allow boys to have any body piercings or to wear jewellery.

BEHAVIOUR MANAGEMENT GUIDELINES

A parent information brochure for Behaviour Management Guidelines is available from the Preparatory School Office.

SUN PROTECTION

We have a 'no hat, play in the shade' policy in Terms 1, 3 and 4, so boys must have a school hat, clearly named, at school each day. Sunblock is also available in the classrooms, but boys are encouraged to have their own and use it.

PRINCES eNews

The eNews is published online each fortnight. It is accessed through the school website and is emailed to you.

PREP TUCKSHOP

The Tuckshop provides pre-ordered lunches online through the Flexischools' website or app (www.flexischools.com.au). Please obtain any additional information about using this service from the Prep Office. All Combo meals and additional food items are to be ordered via Flexischool.

If your son does not have his lunch, he is able to go the prep office and obtain a lunch voucher. This voucher is to the value of \$5.00 and offers him a sandwich, fruit and drink.

Please refrain from sending any products containing nuts to the school with your child. (Note: products with the "may contain traces of nuts" are not included in this exclusion.) If your child has eaten nuts before coming to school, ensure that his hands and face have been thoroughly washed before entering the school. Please remind your children not to share their food. If you are providing food for special occasions, e.g. birthday treats or class parties, provide a list of all ingredients and please do not include any nuts to help keep highly allergic students safe.

MEDICATION

We understand that there are occasions when your son may need to take medication during school hours. Please supply all medications, in their original pharmacy labelled containers, and signed medical consent forms to the Prep Office. The front office staff will supervise appropriate administration. Teachers do not give any medication unless we have a written request signed by parents. Please note this includes non-prescription medication such as Panadol. The Prep Office does not keep any medication for general administration.

Should your son need medication to be kept at school (e.g. Ventolin, Adrenalin pens), this needs to be sent in a clearly labelled bag, with his Action Plan, signed by parents. All medication is held in the Prep Office and administered by office staff to avoid other children having access to it.

CLASS REPRESENTATIVES

Each class is encouraged to have one or two parent representatives. The Class Representative's role is to liaise with members of the Friends of Pac (FoPAC) committee and the Director of Advancement to keep families informed of school functions and to coordinate any social gatherings for parents during the year. Class Representatives often work together to arrange joint year level functions.

ASSESSMENT AND REPORTING

The formal stages of Assessment and Reporting occur via:

- Student Portfolio tasks from a range of curriculum areas, including specialists, uploaded to Seesaw.
- Parent / Teacher Interviews will be held during Term 1 and Term 3.
- Summative Reports will be sent home at the end of Term 2 and Term 4.

We are also available to discuss any concerns you may have about your son's academic, social or behavioural development at any other time. Please contact us to organise a time or email us if you have a concern.

STUDENT SUCCESS TEAM

The Student Success Team (SST), consisting of learning support staff and our Wellbeing Coach Mrs Emma McKenzie, work with class teachers and specialist teachers to support the diverse needs of the boys in Year 3.

SST staff are timetabled to work in each class alongside teachers with small groups and individuals to help them achieve success in their learning. Boys needing further development of specific skills may be included in morning intervention programmes.

ACADEMIC EXTENSION

Academic Extension workshops will be provided for those students who are identified from school assessment data for extension in one or more areas of the curriculum. These will be in Mathematics and English in the first instance. Parents will be notified of their son's inclusion in these classes early in the school year.

Further information regarding intervention programmes and academic extension can be sought from Mrs Debbie Duffield, Learning Support Co-ordinator dduffield@pac.edu.au

INSTRUMENTAL LESSONS

Many students take advantage of the opportunity to learn an instrument by having lessons organised by the PAC Music Department. This is an arrangement between the Music Department and parents. If you would like your child to participate, please contact Bands and Instrumental Tuition Coordinator Mr Adam Mason – amason@pac.edu.au - Forms for lessons are available from the Preparatory School Office.

HOMEWORK

The PAC requirement for Homework at Year 3 is 20 minutes each evening from Monday to Thursday. Sometimes the Class Teachers and sometimes Specialist Teachers will set the Homework. Please make it a habit to look at your son's completed homework as this allows you to be aware of what he is doing and gives him valuable feedback. At the start of Term 1 (Week 2) boys are introduced to their weekly spelling homework. As the term progresses, mathematical skills will be introduced into the homework routine.

In addition, boys are required to read each night for at least 20 minutes.

We still encourage you to keep reading to your children. Share a children's classic together, a magazine or something which appeals to you both. It is a wonderful bonding time with great benefits.

SPECIALIST LESSONS

Specialist lessons are an important part of the curriculum. Communication between school and home is important, and we ask that if you feel the need to contact a specialist teacher, you initially do so by email.

PHYSICAL EDUCATION/SPORT

All Year 3 boys receive one 60-minute Physical Education lesson and one sports lesson per week. The boys wear their sports uniform (PE shirt or house top, white shorts and sneakers) to and from school on both the day of their Physical Education lesson and their sports lesson on the Thursday. A note or email is expected if there is a medical reason for any boy not participating.

SWIMMING LESSONS & SPORTS EVENTS

The boys will be having swimming lessons during Week 4, Term 1 on Monday, Tuesday, Wednesday and Friday. These lessons will be held in the Red Centre pool.

Year 3 to Year 6 boys participate in Swimming and Cross Country in Term 1 and Sports Day in Term 3.

Mr Sam Barton – PE Teacher – sbarton@pac.edu.au

LANGUAGE - CHINESE

All Reception to Year 6 boys participate in the Chinese program offered in the Preparatory School. Year 3 to 6 boys have one 30-minute lesson and one 60-minute lesson per week.

Through the program, the boys build knowledge, skills and confidence in communicating in Chinese. The boys also develop an understanding of the interrelationship between language and culture.

The learning experiences include a range of activities such as singing, interviewing, filming, viewing, exchanging information, language games, role-plays, projects, on-line research, Chinese calligraphy, art-work, and cultural performances.

Mrs Mei Leong – Chinese Teacher – mleong@pac.edu.au

THE ARTS

The Music and Visual Arts program gives boys an opportunity to develop their skills and knowledge in The Arts. It consists of one 60-minute Art lesson and a further hour of Music per week.

In addition, Year 3 boys take part in a 30-minute choir rehearsal per week. All boys will also take part in a Preparatory Shakespeare Project in Term 2, and the Jack de Vidas Art Exhibition in Term 3.

Ms Nichole Runge – Music Teacher – nrunge@pac.edu.au

Mrs Kellie McCauley – Art Teacher – kmccauley@pac.edu.au

We look forward to working with you and your son throughout the coming year.

Kind regards,

Margot Leeson Sean Behan
Year 3 Class Teachers