Prince Alfred College

Year 4 Parent Information Book
Dear Parents

Welcome to Year 4 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. Boys are not permitted on the school premises before 8.15am unless they are going to ‘Before School Care.’

8.35am  School commences
10.25   Eating time
10.35   Recess
10.55   End of Recess
12.45   Lunch eating time
12.55   Lunch play
1.35    End of lunch
3.30pm  School day concludes

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, prepoffice@pac.edu.au or via sms on 0447 100 231, as soon as possible to notify us is appreciated. The roll is marked by 8.45 am each day and a text message 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 Homework requirements and reminders. We ask you to view and sign the Diary each night.
In addition to the diary we will provide you with a fortnightly recap of events and details of upcoming events.
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 are: aroller@pac.edu.au  jgilchrist@pac.edu.au  gbishop@pac.edu.au

DATES FOR YOUR DIARY
The school calendar, website and newsletters will give you dates of activities, events and term times throughout the year. School Assemblies are held every Wednesday in the Anzac Hall at 1.45pm and Chapel Services on Friday mornings at 8.55am. Students run both events and parents are always welcome to attend.
Week 2  Friday 12th Feb  TEAM 1 - @ St Peter’s Girls*
Week 3  Mon 15th- Fri 19th Feb  Year 4 Swimming lessons
Week 4  Tuesday 23rd Feb  TEAM 2 - @ PAC*
Week 5  Friday 4th March  3-6 Swimming Carnival
Week 6  Tues 8th-Fri 11th March  Year 4 Camp Victor Harbor
Week 7  Monday 14th March  Adelaide Cup Public Holiday
Week 8  Thursday 24th March  Easter break up – school concludes at 1.00pm
Week 8  Friday 25th March  Good Friday
Week 9  Monday 28th March  Easter Monday
Week 9  Wednesday 30th March  Grandies Day
Week 11  Friday 15th April  Cross Country and End of Term 3.30pm

*Co-Educational teambuilding sessions with St Peters Girls School

CAMP
Week 6 Term 1 - Tues 8th-Fri 11th March - Year 4 Camp Victor Harbor

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.

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; shirts should be tucked in and ties neatly tied and in place. At all times it is expected that the boys’ uniform will be neat and shoes clean and polished.

The School requires that hair be styled within the following limits:
- Hair must be reasonably short but no shorter than an electric comb setting of No. 2
- Hair must be brushed neatly, shaped to the head and clear of the collar and eyes.
- Boys are to be clean shaven and sideburns no lower than the earhole.
- No boy is permitted to cut their own hair or another boy’s hair.
- Extremes of style, long fringes and/or short on the side(s) and long on top, perms, use of colour, dye, gels and the like are not acceptable and may result in the student being excluded from school until his appearance is acceptable.

BEHAVIOUR MANAGEMENT GUIDELINES
The parent Information brochure for Behaviour Management Guidelines and relevant documentation are available upon request from the preparatory school office.

The purpose of this brochure is to inform parents of the behavioural expectations of students and the procedures used to maintain a happy and safe environment in the Preparatory School.
SUN PROTECTION
We have a 'no hat, no play' policy in Terms 1 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.

SWIMMING LESSONS
The boys will be having Swimming lessons during Week 3, Term 1. These lessons will be held in the Red Centre pool for a lesson each day of that week.

PHYSICAL EDUCATION/SPORT
Boys will need to bring their appropriate PE uniform to change into on the day of their scheduled PE lesson.

The Preparatory School Years 3-4 sport practice time is Thursdays from 2.35 to 3.45. The boys wear their sports uniform to and from school. Correct sports uniform consists of House top, white shorts and sneakers. They will need to bring any specific sport equipment they may need. E.g. racquet, hockey stick etc.

SWIMMING LESSONS
This year the boys will be having Swimming lessons during week 3, Term 1. The boys will go to the Red Centre pool for a lesson each day of that week.

CO-EDUCATIONAL ACTIVITIES
As part of our PYP Team unit we have planned some co-educational team activities with the year 4 classes from Saint Peter’s Girls. We have confirmed dates for week 2 and week 4, with one more to follow later in the term.

PRINCES eNews
The e-News is published on-line each fortnight. It is accessed through the school website and is emailed to you.

PREP TUCKSHOP
The Tuck Shop sells pre-ordered lunches online through the Flexi schools website or app (www.flexischools.com.au). Please obtain any ‘additional information about using this service from the Prep Office. All Combo meals are to be ordered via Flexi School with the boys being able to purchase an ice-cream or similar at lunch and recess.
If you son does not have his lunch, he is able to go the prep office and use a lunch voucher. This voucher is to the value of $5.00 and offers him a sandwich, fruit and drink.

The Preparatory School is "Nut aware". Please ensure that all nut based products are not shared and kept in lunchboxes to help keep safe highly allergic students.

MEDICATION
We understand that there are occasions when your son may need to take medication during school hours. Should this be the case, we request that the medicine, in the original containers, are labelled with clear instructions from the pharmacist, be given to the receptionists at the Prep
Office who will supervise appropriate administration. Teachers do not give any medication unless we have a written request signed by parents. Panadol will not be given to students without consent from parents, after a phone call, if the boy feeling poorly at school.

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 School Office and administered by office staff to avoid other children having access to it.

EXCURSIONS AND INCURSIONS
Excursions and incursions are arranged throughout the year to support and enrich students in their learning experience. We value parent involvement on Excursions. Parents who wish to assist in activities with the boys are required to complete a Statutory Declaration form. The forms can be completed and witnessed at the Prep School Office.

CLASS REPRESENTATIVES
Each class is encouraged to have 1 or 2 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 Portfolios – tasks from a range of curriculum areas, including specialists, will be made available at the end of each term.

Parent / Teacher Interviews – these will be held during Term 1.

Student Led Conferences –will be held early in Term 4

Summative Reports – these will be sent home at the end of Terms 2 and 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 Year 3-4 Student Success Team (SST), consisting of learning support staff (Marilyn Tregilgas, Katherine Baird, Stephanie Thiele) and our Wellbeing Coach and Co-educator (Neridah Boraso) work with class teachers and specialist teachers to support the diverse needs of the boys in Years 3 and 4.

SST staff are timetabled to work in each class every week, working alongside teachers, with small groups and with individuals to help them achieve success in their class learning tasks. At times,
boys needing further development of specific skills may be withdrawn from the classroom for a short amount of time to undertake specific learning programs. Any withdrawal is done through discussion and negotiation with class teachers and is dependent on the need of each child as determined by observation and assessment. Some specific programs to improve skills include Literacy Planet, MULTILIT, Mathletics and Friends to further develop social skills. If you have any questions about the Student Success Team, please feel free to contact one of the above staff.

SINGLE STUDIES MUSIC 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, but if you would like your child to participate, please contact Mr Andrew Newhouse, the Director of Music at PAC (anewhouse@pac.edu.au) - Forms for lessons are available from the school office.

REACH
The College has for a long time attracted students with high intellectual potential. The provisions in the Prep School for these students have always been intended and designed to meet the social and emotional needs that so often accompany high intellectual potential, such as social integration, a sense of belonging and the need to find a place where their unique skill sets are understood and accommodated.

Provisions for students with high intellectual potential are of three types:
1. Class teachers provide differentiated learning experiences within the regular classroom program.
2. A Multi-Level class that caters for students with high intellectual potential in Years 5 & 6.
3. The REACH program in years 3 and 4

This year, Sue Gerschwitz will be providing support for those students who have been identified as working at an advanced level within various areas of the curriculum from years 2-6 as well as providing support for the teachers of these students. The teachers will be supported in the development of differentiated programmes at a planning level and with identified groups of students and in the use of tools for identifying students of a higher intellectual potential in one or more areas.

HOMEWORK
The PAC requirement for Homework at Year 4 is up to 30 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 Homework as this allows you to be aware of what he is doing and gives you an opportunity for feedback. This does not mean that you should regularly be helping him with Homework or accepting responsibility for it. It is important that your son himself develops these skills.

At the start of Term 1 (Week 2) boys are introduced to their weekly homework requirements. The boys will receive a task on Monday and will be required to complete it and submit it on the Friday. It is hoped this will give your son greater flexibility in their busy week.
Boys are required to read each night for at least 10 minutes.

We also encourage you as parents to keep reading to your son. Share a children’s classic together, a car magazine or something which appeals to you both. It is a wonderful bonding time and benefits your son greatly.

**SPECIALIST SUBJECTS**

Specialist lessons are an important part of the curriculum and are not to be seen as stand-alone components. It is expected that boys come to lessons prepared, in an orderly and sensible manner, willing to learn and contribute to the lesson.

For students whose behaviour is unacceptable, “Yellow Slips” will be sent home via the diary. It is an expectation that these are signed by parents before returning the diary to the class teacher the following day.

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**

All Reception to Year 6 boys receive one sixty minute Physical Education lesson a week. Boys are expected to be in the correct PE uniform for every lesson. A note or email is expected if there is a medical reason for any boy not participating.

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

**Languages- Chinese and French**

The Languages program is offered from Reception to Year 6 in the Preparatory School. Through the program, the boys develop the knowledge and skills in communication and understand the language, culture and their relationship.

Year 3 to Year 6 - The boys receive one thirty minute lesson and one sixty minute lesson per week.

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. The boys get immersed in their chosen language in a culturally enriched environment.

Ms Lihwa Chu – Chinese Teacher - lchu@pac.edu.au
Ms Tania Carpinelli – French Teacher - tcarpinelli@pac.edu.au

**The Arts**

The Music, Art and Drama program is offered to all boys from Reception to Year 6. Through the Arts programs the boys develop their knowledge and skills in these areas.
Music - All boys receive one sixty minute lesson per week.

Art/Drama - All boys receive one sixty minute lesson per week. Semester 1 - Visual Art and Semester 2 - Drama.

All boys take part in the Jack de Vidas Art Exhibition in Term 3

Mrs Mandy Bell – Music Teacher – mbell@pac.edu.au
Mrs Kellie McCauley – Art and Drama Teacher – kmccauley@pac.edu.au

Thank you for your interest and involvement in this evening. We look forward to working with you and your son throughout the coming year

Warm regards,

Mr Andre Roller                               Mrs Jenny Gilchrist                                 Mr Greg Bishop

*We hope 2016 will be a happy year for you and your sons in the Prince Alfred College community*