



Welcome to PREP!



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Principal's Welcome

Welcome to Gordonvale State School, our wonderful “little school with a big heart”, that has provided an excellent education to the students of the Gordonvale community for more than 125 years. We have a long tradition of excellence in academic achievement, sport, the arts and community engagement, and a proven commitment to supporting every child who enters our gates to reach their full potential by working and playing in line with our school motto to **Grow, Strive and Succeed!**

It is with great pleasure that I welcome you and your child(ren) to our school community as you prepare to begin the exciting journey into Prep next year. Starting school is a significant milestone in every child's life, and we are honoured to be entrusted as a partner with you in this very special chapter for your family. We believe that the early years of schooling lay the foundations for a lifelong love of learning, and we strive to make each day in Prep engaging, purposeful, and full of discovery.

Our dedicated staff work in partnership with families to ensure a smooth and positive transition into school life, and we recognise the important role that parents and carers play in their children's education. As a result, we encourage open communication and collaboration from the very beginning.

Gordonvale State School is committed to achieving quality learning outcomes for all students. We have been recognised as leaders in the state, and a demonstration school within the FNQ region, with regards to the teaching of Reading, and are known for our;

- strong sense of family and community
- inclusive and supportive approach to engaging students in their classroom learning
- quality classroom teachers, who support every child to be successful
- a strong commitment to the development of the whole child

We value honesty, integrity, trust, responsibility, resilience, tolerance and always trying your best. These values have been translated into, and form part of both our school motto of *Grow, Strive, Succeed*, as well as our Positive Behaviour for Learning Framework and 3 focus rules of being *Safe, Respectful and Learners*. Through these values and systems, we are committed to creating a safe, nurturing and inclusive environment where every child feels valued and supported.

Parents play a vital role in helping their children to achieve to their potential at Gordonvale State School. Encouraging your children to participate in school tasks and events, read daily and complete any set homework are all important ways in which you can support their learning at school. Another way to assist your child and others is to play an active role in the Parents and Citizens' Association which has a long successful history of supporting students at GSS. We encourage you to communicate openly and believe that education is a shared responsibility and is most effective when parents and teachers work together for the benefit of your child.

Thank you for choosing Gordonvale State School, and welcome to the GSS community. I look forward to assisting you and your child to achieve their full potential.

Yours faithfully



Jen Maher
Principal – Gordonvale State School

Things You Need to Know About Prep



Pick up and Drop Off

All prep children are to be dropped off and picked up at their classroom with the exception of children attending PCYC Before School Care. School commences each day at 8:45am. Students are not permitted into the school grounds before 8:00am and upon arrival, students must sit in their designated before school supervision area – for Prep this is in the Prep Undercover Area until classrooms open at 8:30am. Any student requiring supervision before 8:00am, needs to be booked in to PCYC Before School Care – which is open from 6:30am.

In **Term 1**, classroom teachers will open classroom doors by **8:15 AM** each morning to support Prep students settling into school routines. However, please be aware that on occasional mornings, doors may open later due to scheduled teacher meetings.

By **Term 2**, the door opening time will gradually shift to align more closely with the **8:40 AM** bell, supporting students' growing independence and readiness for the school day.



Lunch Boxes

We encourage families to provide litter-free lunches to help reduce waste and keep our school environment clean. For first break, please pack energizing foods such as sandwiches, wraps, leftovers, deli meats and cheeses, or yoghurt to keep your child fuelled for learning. We refer to these types of foods as their “growing food” and they are always encouraged to eat these items first. Eating time is supervised by classroom teachers to ensure a calm and supportive mealtime. All classrooms are equipped with fridges, so there is no need to send ice blocks or insulated lunch cases. We also support children’s independence by encouraging them to open and close their own lunch boxes and food containers.

Teachers and Teacher Aides

Each classroom and teacher is supported by a full-time aide to assist with the daily learning and student needs.



Play Area

Due to the unavailability of rostered staff to supervise, playing on ANY playground equipment before and after school is **not permitted**. Even with parent supervision, for safety reasons we ask that this rule is adhered to.

During breaks, students are permitted to play only in designated areas that are under the supervision of school staff. For this reason, the playground equipment is available for use exclusively during play-times.

Tuckshop

The tuckshop operates daily and is managed by a paid convenor and is supported by a tuckshop assistant and parent volunteers. A menu and price list is included in the enrolment pack, and will also be sent home again during the first weeks of school, or if any changes are made.

Children should place their orders before school, either by using the paper bag system with correct money at the tuckshop window, or through the online ordering system (FlexiSchools). After the play

bell, children in Year 1-6 receive counter service for all cold/frozen items such as icy poles and ice-creams. For Prep students however, tuckshop orders will be collected and distributed by Prep staff, and all frozen items are sent over with the baskets at the commencement of the breaks. All parents are encouraged to assist with the tuckshop roster to help keep this valuable service running for the children. Please see our Tuckshop staff if you are interested in volunteering.

Parade

Prep attendance at parade will commence in approximately Week 3 of Term 1, once the students have had time to settle into their classrooms and routines, with the P-3 parades held every Friday at 8:45am.

A whole school parade also takes place on the first Friday of each month at 8:45am. Classroom and Reading awards are presented during the junior school parades, and PBL/school-wide recognition awards are presented at Whole School parades.

For students receiving awards, parents are warmly invited to attend, and will be informed by school staff prior to the day via phone call or a note home.



Out of School Hours Care (OSHC)

Out of school hours care is available in the Multi-purpose Hall (MPH) and is provided by PCYC – Fun Squad, with fees set as per their payment schedule. Before school care runs from 6.30am until 8:30am and after-school hours care is from 2:45pm until 6pm. PCYC also runs vacation care from 7am until 6pm throughout school holidays, except public holidays, with lots of excursions planned. Parents need to make contact with PCYC staff on 0432061399, or come in to speak with the co-ordinators, in order to make bookings for their child/children. Prep children attending PCYC before school will be walked over in the mornings to their classrooms from the MPH by PCYC staff, and collected from their rooms in the afternoon if attending after-school hours care.

Hats and Shoes

These items are a mandatory part of our school uniform, especially for outdoor lessons and play-times. In line with the school's Sun Protection Policy, all students must wear the school's broad-brimmed hat during sports and playtimes. Hats are available for purchase from the school tuckshop/uniform shop.

Students are required to wear closed-in running shoes or joggers at all times, unless their classroom teacher gives permission for them to temporarily remove them for specific events or activities. Crocs, thongs, and similar footwear are not permitted at school.

If a student needs to wear alternative footwear due to a medical condition or injury, a signed note from a parent outlining the duration of this requirement must be provided to the classroom teacher. All items should be clearly labelled, and footwear must be easy for the student to put on and take off independently – e.g. velcro tabs if students are not able to tie their own laces.

Teacher Contact – Interviews and Communication

Parents are welcome to arrange an appointment at any time throughout the year, before or after school, to discuss any issues of concern or to update classroom teachers with any necessary information.

As teachers are often busy in the mornings with setting-up the day and welcoming and settling their students, often the best form of contact to arrange these meetings is via classroom teacher email addresses (communicated in Welcome Letters at the beginning



of each school year). For any emergent issues or informal conversations, parents are welcome to drop in or notify the office. Classroom teachers are usually available most afternoons, with the only exception being Tuesdays (compulsory staff meetings) and the occasional Wednesday (curriculum/PBL meetings).

Formal interviews (Parent Teacher Connect sessions) are offered in Terms 1 and 3, with report cards sent home at the end of Terms 2 and 4. Parent/Teacher Connect sessions, are opportunities to discuss student progress and these appointments are booked online, with communication sent out to parents regarding the arrangements of these prior to their implementation.

A Whole School Meet & Greet are also held in the first 2 or 3 weeks of Term 1 in the MPH. This is a wonderful opportunity for parents to get to know their child's classroom teacher, as well as meet specialists and other school staff who will interact with and support their child's academic and social-emotional growth.

A Week in the Life of Prep

This is an example of what a weekly timetable can look like in our classrooms for Prep students:

	Monday	Tuesday	Wednesday	Thursday	Friday
8:45-9:00	Morning Routine- Toilet, Roll, Morning Sharing circle	Morning Routine- Toilet, Roll, Morning Sharing circle	Morning Routine- Toilet, Roll, Morning Sharing circle	Morning Routine- Toilet, Roll, Morning Sharing circle	Parade Morning Routine- Toilet, Roll, Morning Sharing circle
9:00-9:10	Phonemic Awareness	Phonemic Awareness	Phonemic Awareness	Phonemic Awareness	Phonemic Awareness
9:10-9:20	Phonics lesson- Blending/segmenting- orally and written	Phonics lesson Blending/segmenting- orally and written	Phonics lesson Blending/segmenting- orally and written	Phonics lesson Blending/segmenting- orally and written	Phonics review
9:20-9:50					Technology
9:50-10:00					
10:00-10:10	High frequency Word	High frequency Word	High frequency Word	High frequency Word	
10:10-10:20	Literacy	Literacy	Literacy	Literacy	
10:20am	Time on text	Time on text	Time on text	Time on text	
10:50am	Eating	Eating	Eating	Eating	Eating
11:00	Play	Play	Play	Play	Play
11:30	PBL lesson	PBL lesson	PBL lesson	PBL lesson	PBL lesson
11:40	Maths	Maths	The Arts	Maths	Maths
12:10			Maths		
12:40					
1:10	Eating	Eating	Eating	Eating	Eating
1:20	Play	Play	Play	Play	Play
1:40	HPE	HASS	Science	daily writing -	Fine motor/Math/English rotation activities/Phonics Craft activity
2:40	Pack up/tidy /home	Pack up/tidy /home	Pack up/tidy /home	Pack up/tidy /home	Pack up/tidy /home

Education Support Services

Education Support and Kindy Transition Teacher (ESKT)

At Gordonvale State School the Educational Support and Kindy Transition Teacher's role is to provide specialised support for children with disabilities and any additional needs, fostering inclusive and accessible learning environments where every child has the opportunity to thrive.

This role also supports the partnership with local Kindergartens to build strong, collaborative relationships and offer support as needed—particularly during the transition to school. This may include sharing strategies, co-ordinating kindy visits, disability support planning and working closely with families and external agencies.

The ESKT role works alongside Prep teachers to assist them in classrooms and also by delivering small group interventions tailored to students' individual learning needs. The focus is on early identification, personalised support, and building strong foundations for every learner.

Additional Support Staff - Speech Language Pathologist (SLP) / Guidance Officer (G.O) / Psychologist / G.P

Gordonvale State School is fortunate to have a number of additional education support specialists and staff to assist with the assessment, intervention and support of all student needs.

Students are eligible to access these supports via Classroom Teacher referral to our Student Support Services Team (SSST) ONLY, and classroom teachers will contact parents prior to this referral occurring.

Prep and School Events

There are a wide range of school and Prep-specific events that occur throughout the school year.

Below is a list of the annual events that occur within our school. Some dates for these events vary slightly from year to year, with confirmed days and dates for these events communicated via the SCHOME (School-to-Home newsletter), Facebook page, classroom communication channels (email / apps), and flyers sent home.

Term 1

- Cross Country – (Whole School)
- Teddy Bear's Picnic – (Prep)

Term 2

- National Simultaneous Story Time – (Prep – 3)
- Sports Day – (Whole School)

Term 3

- 100 Days of Prep Celebration – (Prep)
- Under 8's Day – (Prep-3)
- Book Week – (Whole School)

Term 4

- Prep Open Day and Expo (Kindy children and families going into Prep the following year)
- Open Evening & Showcase (Parents of current Prep students and parents of Kindy children for following year)
- Prep Parent/Child Stay & Play Information sessions (Kindy children and parents enrolled for following year)

Additional transition visits are organised on a needs basis, and negotiated with the families and services that are supporting students.