

Early Childhood Education Kindergarten and Pre Primary Parent Handbook 2026



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Welcome

The staff at Lake Monger Primary School take pride in presenting an inclusive and collaborative program within a multicultural environment that is designed to promote the individual development of all children.

The Early Childhood Centre is part of the whole school approach to schooling and offers a wide variety of fun activities and educational opportunities involving experimentation and exploration in a friendly and supportive atmosphere. These direct experiences facilitate and encourage the development of responsible life skills, effective decision making and positive attitudes towards the learning process. This enables our children to become confident and successful lifelong learners.

If you have any questions or queries throughout the year, please do not hesitate to contact us.

Whadjuk Noongar Country

Acknowledgement of Country

We Acknowledge that Lake Monger Primary School is on Whadjuk Noongar Boodjar where we learn and work on the country of many traditional custodians and language groups. We acknowledge the traditional custodians and their continuing connection to land, waters and community, and offer our respects to Elders past and present.

Leadership Team

Principal:	Ms Diane Tomlinson
Deputy Principal:	Ms Kate Rennie
Manager Corporate Services:	Ms Cath Gribble

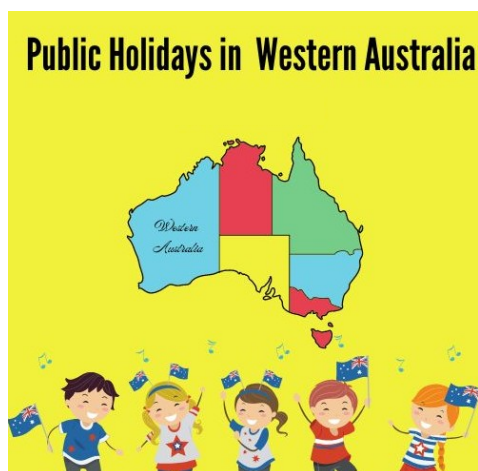
Term Dates

TERM 1	Monday 2 February – Thursday 2 April
TERM 2	Monday 20 April – Friday 3 July
TERM 3	Monday 20 July – Friday 25 September
TERM 4	Monday 12 October – Thursday 17 December

There are three School Development Days decided by the school, following consultation with the School Board, whereby students **do not** attend. In 2026 the dates are as follows:

TERM 2	Friday	29 May 2026 (Prior to WA Week June long weekend)
TERM 3	Monday	20 July 2026
TERM 4	Monday	12 October 2026

Public Holidays 2026



Labour Day	Monday	2 March
Good Friday	Friday	3 April
Easter Monday	Monday	6 April
Anzac Day	Monday	27 April
Western Australia Day	Monday	1 June
King's Birthday	Monday	28 September

School Contact Number and Email

You may call Lake Monger Primary School between 8.15am and 3.30pm to speak to our friendly School Officers at the Front Office. There is voicemail outside these hours and we are also available at the email address, below.

Lake Monger PS Phone: 9205 5400
Email: lakemonger.ps@education.wa.edu.au

School to Home Communication

Connect

Connect is a Department of Education supported school communication system. Your child's class will have a Connect page which allows teachers to post class updates and generally keep you informed about classroom events. Student reports are distributed via Connect.

The school has a school space where notices pertaining to the whole school community are posted. Depending on the notification preferences you set, you may receive these notices via email or App notification.

Once your child starts school, you will receive an email from idmadmin@education.wa.edu.au with your log-in information.

Email

The school will on occasion send information home by email about upcoming events and school news. Please check your emails regularly and keep your email address details up to date.

Newsletter

Lake Monger Primary School sends out a fortnightly newsletter that is distributed on alternate Tuesdays via Connect. It is designed to keep parents/carers aware of all current and future events and school highlights. It is also available on the school website.

P&C Facebook / Website

The Lake Monger P&C Facebook page or website provides another way for you to stay connected with events happening at the school.

[P&C Association – Lake Monger Primary School](#)

Payments

The preferred method of payment for school events is through Direct Deposit or at the front office using Eftpos. Please note we are a cashless school.

Class to Home Communication

Email

Class teachers may email you with specific information relating to your child, class events, class newsletters and other class-based information. Please feel free to email the class teacher to pass on information and make enquiries.

Parent - Teacher Interviews

Class teachers can be available to meet with you. Interviews are by appointment and can be made by contacting your child's teacher by email or in person.

We are always happy to arrange a free interpreter, if needed. This can help both parents and teachers ensure our communication is clear and understood.

Attendance

We want to make sure all our children get the best education possible which is why attending school every school day is so important.

Developing a routine of going to school every day is vital, so children do not miss out on important ideas and skills they need for future learning.

Did you know:

- missing half a day of school each week equates to one month of missed learning each year, and
 - the attendance habits set by children when they first start school continue throughout their school life?
- You can help by arriving and collecting your children on time. Please make appointments with doctors, dentists and specialists outside of school hours, and arrange holiday plans during school holidays and not during the school term.

We know that some children may need extra encouragement to go to school regularly. Please contact the teacher if you are struggling to get your child to school in the mornings. By working together, we can address any reasons as to why your child may not want to go to school. For more information, please visit the following website: <https://www.education.wa.edu.au/attendance>

Arrival and Departure

The following guidelines are to help protect your child and assist in the smooth running of the classroom.

- A parent, guardian or other responsible adult needs to drop off and collect your child.
- Arrive on time, as both the literacy and numeracy programs commence at 8:40am.
- Late arrivals are required to enter through the Front Office where they will be marked as late and given a late note.
- Please be prompt in collecting your child at the end of the school day.
- Please ensure your student enrolment details including medical, legal and emergency contact details are kept up to date. Please be assured that all details remain confidential.

Kindergarten

Your child will attend Monday, Tuesday 8:40am - 3:05pm and alternate Wednesdays 8:40am - 2:30pm.

Pre Primary

Your child will attend full time (Monday - Friday) 8:40am - 3:05pm. Every Wednesday school closes at 2:30pm. This attendance is compulsory.

Class Times

Classes begin at 8:40am for Kindergarten and Pre Primary. You are welcome to spend 5 to 10 minutes completing a puzzle, reading a book or completing a table top activity with your child each morning at drop off time. Please do not leave your child unsupervised prior to the doors being opened. Children are to be collected from school at 3:05pm sharp except on Wednesdays when school closes at 2:30pm. Kindergarten students will be advised of their days of attendance. If you are going to be late collecting your child, please call (08)9205 5400 as many children become anxious when parents are unexpectedly late.

Helping your Child Settle at School

It is quite normal for both the child and the parents to be a little anxious about starting a new life experience. If your child is unhappy or frightened about starting school, let the teacher know. Here are some hints to help:

- If you have a positive attitude and look forward to the first day of school, your child will probably do the same.
- Say a quick goodbye to your child before leaving.
- Sneaking away in fear of upsetting your child may increase their feelings of insecurity.
- If at any time you need to talk about your child and how they are settling in, please do not hesitate to contact the teacher.

We are here to assist you and your child, and look forward to working with you to ensure your child makes the most of all learning opportunities



Starting school



Progressing through school



What to Bring to School

Each day

- A roomy bag or backpack
- A sun hat
- A snack of fruit /vegetable for morning tea in an individual container
- A drink bottle with WATER only
- A packed lunch
- Spare underpants and clothes in case of spills or toileting accidents, to be supplied in your child's bag please.

Please ensure all items are clearly labelled with your child's name.

Toys and Special Belongings

We ask that children leave their toys and special belongings at home as it is easy for these things to become lost or get broken in the school environment.



What to Wear

Uniform

It is school policy for all students at Lake Monger, to wear school uniform. This develops a sense of belonging for your child and is designed to be easy wash and wear. **Please label your child's clothing clearly** as this will help your child keep track of their belongings and also reduces lost property. Orders can be placed on our website via this link

<https://Impspc.square.site/>



Footwear

For safety reasons your child needs to wear appropriate footwear. Sandals and shoes that are easily self-managed are suitable. Please do not send your child to school in thongs or slides as these can be dangerous when children are actively playing outdoors.

Hat Policy

To protect your child from sun exposure Lake Monger Primary School has a 'no hat, play in the shade' policy. We therefore require all children to wear hats when playing outside. We ask that your child keeps their hat at school. Hats are available from the P&C Uniform Shop.



Sunscreen is available, in class, for you to apply to your child before the start of school.

Hair

We ask that children's hair is tied back if longer than shoulder length

Jewellery

If your child wears earrings, they must be small studs or sleepers. Other jewellery, except, for religious purposes, is not to be worn at school.

Out of School Care

TheirCare provides an onsite Before & After School Care program. This is a dedicated service for the Lake Monger Primary School families.

For further details, please contact:

Mobile: 0407 268 472

Email: lakemonger@theircare.com.au



Early Childhood Learning Program

The early years of school set the foundation for future learning. Our Early Childhood programs have a strong commitment to the development of children's literacy and numeracy skills together with a focus on social, emotional and physical development. There is a strong emphasis on play-based learning that allows opportunities for children to rehearse, practise and apply new skills and understandings.

PREPARE YOUR CHILD FOR SCHOOL

Your child needs to be able to eat their lunch with no adult help and be able to remove and put on shoes. This is also true in regards to visiting the toilet. Please talk to your child's teacher if there are any toileting issues for your child.

It would also help if your Pre-Primary child could write their own name. The correct style of handwriting, New South Wales foundation font, will be distributed to parents. Scissor skills (cutting and holding scissors) and also identification of colours would be an asset for your child.

THE IMPORTANCE OF PLAY

- Promotes collaborative and cooperative relationships between children and adults.
- Language Development and Concept Development.
- Allows time for children to explore and manipulate materials and objects in the environment. Children can investigate and experiment with new objects with all their senses and repeat the experience many times.
- Provides opportunities for the extension of their imagination.
- Facilitates the growth of their positive self-concept through making choices, solving problems, taking risks and developing confidence and feelings of competence.
- Provides a vehicle for children to reconstruct their first hand experiences.
- Allows children to be in charge and experience new roles.
- Encourages the children to develop socially through supportive relationships and interaction with adults and peers and to see things from another perspective.

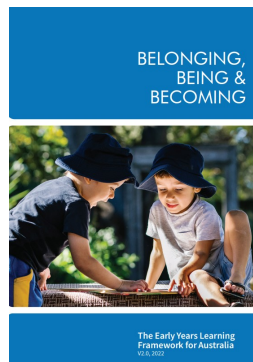
Kindergarten

In Kindergarten, your child continues to build on the important skills they have developed with you at home. Our program is planned and delivered using the West Australian Department of Education, *Kindergarten Curriculum Guidelines*, as well as the *Early Years Learning Framework*. The *Early Years Learning Framework* is a National Government Initiative. For more information, please click on the pictures.



Pre Primary

The *Western Australian Curriculum and Assessment Outline* is used to plan and deliver the Pre Primary teaching and learning program. This curriculum emphasises direct and explicit forms of instruction as well as guided play learning experiences.



Booklist Items

Students are requested to provide items for use in the classroom as per their year level Booklist.

Educational Aims

Pre-Primary offers a warm, caring environment that aims to foster learning opportunities. This development is aided by co-ordinating educational activities that will:

- Aid the development of positive self concept;
- Offer first hand experiences in social relationships;
- Encourage independence and self-regulation while also valuing interdependence and co-operative learning;
- Provide stimulating hands on experiences which encourage the child to think, analyse, problem solve and arrive at different possible solutions;
- Promote the development of gross motor, fine motor and co-ordination skills;
- Include parents as partners in the educational process.

Kindergarten

The first things I must learn at Kindergarten are some important social skills:

- I learn to be away from my parents;
- I learn to work with teachers and other adults;
- I learn to work in a large group of children;
- I learn to share, co-operate and be independent in my personal needs;
- I will learn at my own rate which may be faster or slower than the others.

Within the daily ongoing program of activities is a balance and integration of these skills together with the development of the children's academic skills in line with the Australian National Curriculum. Particular emphasis is placed on the areas of English and Mathematics. English has three content areas language, literature and literacy.

The Child's oral language is the foundation for early literacy development and subsequent success. By providing many opportunities for speaking, listening and social interaction in small groups, large groups and presentations, children become confident in their use of language. Integral with oral language is written language and activities involving play dough, painting, gluing, drawing, cutting and craft work will develop fine motor skills enabling the children to hold and control a pencil, draw what they see, write letters, their own name and then beginning sentences. Familiarisation with letters and their sounds and later some more commonly used words are introduced when appropriate, together with small take home reading books.

Mathematics is everywhere in the Kindergarten! Duplo, Lego, building blocks and other manipulatives, jigsaws, items to be sorted, compared, fitted together or measured. Children will be challenged with the skills of:

Numeracy – Recognising and writing numerals and understanding the value;

Problem Solving – Which things go together? Which group has the most or least items? Copying, repeating and creating patterns.

Throughout it is important that the children are comfortable seeking help or answers when needed. All the activities are designed to challenge and extend the children's knowledge and learning and develop curiosity, imagination, concentration and pride in their achievements whilst having fun!

Pre-Primary

Educational Aims

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- Include parents as partners in the educational process.

English

In 2026, Pre-Primary will use the school wide implemented Sound Waves phonics program. Sound Waves is a synthetic phonics and word study program proven to effectively teach spelling and reading skills. This will coincide with the use of the online reading program Reading Eggs. By the end of the Pre Primary year, students will use predicting and questioning strategies to make meaning from texts. They will recall one or two events from texts with familiar topics. They will understand that there are different types of texts and that these can have similar characteristics. They will be able to read short predictable texts with familiar vocabulary and supportive images and draw on their developing knowledge about print, sound and letters. They will identify the letters of the English alphabet and use the sounds represented by most letters. In informal groups and whole class settings students will communicate clearly. They will retell events and experiences with peers and known adults. They will identify and use rhyme, letter patterns and sound symbols. Their writing will show evidence of sound and letter knowledge, beginning writing behaviours and experimentation with capital letters and full stops. They will correctly form known upper-case and lower-case letters using the New South Wales Foundation Font font.

Mathematics

In 2026, Pre-Primary will continue to use the Oxford mathematics program. This program is aligned to the curriculum and teaches mathematics in real-life context, with students learning skills to complete realistic investigations. This approach engages all students with its fun and hands-on tasks. This will coincide with the K-Year 2 online mathematics program Maths Seeds. By the end of the Pre-Primary year students will be able to make connections between number names, numerals and quantities up to ten. They will compare objects using mass, length and capacity. Students will connect events and the days of the week. They will be able to explain the order and duration of events and they will use appropriate language to describe location. Students will be able to count to and from 20 and order small collections. They will group objects based on common characteristics and sort shapes and objects. They will be able to answer simple questions to collect information.



Guiding Young Children's Behaviour

Lake Monger Primary School is a WA Positive Behaviour Support (PBS) school. PBS is an exciting initiative we have implemented across the school. The aim of PBS, is to maintain a positive climate and develop a consistent, whole school approach when teaching and responding to student behaviour. Specific Behaviour Expectations which demonstrate the Lake Monger Primary School values of Respect, Responsibility, Caring, Honesty, Perseverance and Creativity, form our Behaviour Matrix.

Our Early Childhood program implements PBS to respond to children's behaviour by:

- Encouraging positive behaviour in children, giving positive and specific feedback.
- Setting clear class expectation and limits.
- Explaining why some behaviours are inappropriate and offering more appropriate alternatives or redirecting the child to a new activity.
- Using time away from a situation, if needed, to ensure the child's safety and the safety of others.
- Developing resilience through encouraging your child to 'have a go'.

If the teacher has concerns about your child's behaviour in class, they will inform you of the issues and either call or make a time to meet with you. Then, both you and the teacher can work together to discuss the situation and develop strategies to support your child.

Reporting to Parents

Your child will receive a formal written report on their progress at the end of Term 2 and Term 4. Reports are available on Connect.

If at any time you have concerns about your child's progress or would like further information, please schedule a time for an interview with your child's teacher.

Consent Forms

All parents will receive an email containing a link to our consent Form. This form is completed online to provide consent for your child to have an online services account, access internet applications such as Reading Eggs, permission to publish your child's image or work and permission to view G rated videos.

Student Services

Our purpose at Lake Monger is to nurture and prepare our students academically, emotionally and socially so they can make a positive contribution to society. For your child to reach their potential, additional assistance may be needed. Our Student Services Team has been established to provide a coordinated and collaborative support network for your child. This team includes the Principal, Deputy Principal and School Psychologist, all of whom work closely with teachers and parents as well as other health care professionals. The teacher will first meet with you regarding any concerns and then additional referrals to the Student Services Teams may be arranged if required.



Allied Health Services

During the Kindergarten year, your child has the opportunity to be assessed by the School Health Nurse. The School Nurse will come to the school to complete the *Entry Health Assessment* to check your child's growth, development and general health. The nurse can also work with you to refer your child to other support services such as speech therapy, if required.

Pre Primary children have access to regular dental check-ups and treatment through the School Dental Service.

There is no charge for these services, although there is paperwork for the parent/caregiver to complete. The teacher will advise how to obtain and complete the necessary permission forms.

School Dental Services

Upon enrolment, each student from age 5 is offered inclusion in the school dental service. All children's dental arrangements are made between the Dental Therapy Centre and the parents. The school has no involvement apart from the class teacher being informed of any appointments.

For enquires please call: 0408 926 794

English as an Additional Language or Dialect

Lake Monger Primary School embraces its rich multicultural identity. With over 38 different cultural backgrounds and 76% of students with a language background other than English, we celebrate and benefit from this diversity.



Your child's main language is the language they first heard, hear at home or use to communicate to their families. Please ensure that you provide the school with accurate information regarding language to ensure your child's language development is appropriately supported.

Birthdays and Celebrations

Beginning school is an important time for children and their families. By forming links between home and school, we can help children feel secure. One way to make these links is to share with us celebrations, festivals and cultural events that are important to your family.

If you would like to share a cultural or family celebration, please feel free to contact the class teacher.

Please note that birthdays will be acknowledged in a special way by the class. Please discuss with your class teacher prior to sending birthday treats to school.



Parent Involvement

"Children thrive when families and educators work together in partnership to support young children's learning." (Early Years Learning Framework, p.9)

There are many ways you can become involved.

Parent Helpers

You can be involved in the class by being a rostered helper. Your child's teacher will give you more information on how and when to sign up. When on roster you help out in the morning with a variety of different tasks such as reading a story, helping out with activities or perhaps playing a game with a small group of children.

Grandparents, aunties, uncles and significant others in your child's life are also welcome to be on roster provided they have a current Working With Children Check.

Please be aware that when you are on roster it is an expectation that all observations and information about individual students remain completely confidential. You will be asked to complete a confidentiality declaration form when you attend as parent help. As part of our community, parents have a responsibility to be courteous and respectful of others and sensitive to each and every individual at all times.

Parent Involvement

Class Parent Representative

The role of the class parent representative is varied and can involve assisting the teacher e.g. the teacher may ask you to contact parents in regard to providing items for an assembly item, to assisting with organising parent volunteers for an excursion etc. The role can also see the class parent representative organising a get together with the parents and/ or children out of school hours. The P&C may also call upon your assistance from time to time in regard to class parent involvement for events.

The class parent representative role is important because it is the conduit between the teacher, class parents and our school; keeping our school community connected.

Sharing Your Interests, Talents and Skills

You may have a special talent or interest that you could share such as playing a musical instrument, cooking, gardening or dancing. Just let the teacher know. There are many ways you can help, so contact the teacher if you would like to be involved.



School Board

The school Board meets four times a year and has parental, community and staff representation.

The functions of the Lake Monger Primary School Board, as an Independent Public School are:

- To report to parents and local community representatives on the school's educational objectives, priorities, finances and performance.
- To provide opportunities for parents and community members to participate in the formation of the school's educational objectives and priorities.
- To provide parents and community representatives with opportunities to participate in formulating the educational policy setting aspects of the school's Business Plan.

The Lake Monger Primary School P&C Meetings

These meetings are held in the conference room. All parents are invited to attend as the P&C always need more parents to be involved. Notice of meeting dates are publicised in the school newsletter and the term planner.

The P&C provides great support for the school by managing the School Canteen, Uniform shop and assisting with fund raising to enhance the facilities for your children.

Accident and Illness

Emergency Contact Details

If your child is unwell or is involved in an accident at school, you will be contacted by telephone by the Front Office staff. It is very important that the school has your emergency contact details and that these are kept up to date.

Health Care Forms

Every student is required to have a Health Care Form completed by parents when they enrol. This information assists the school in developing appropriate health care plans for your child if they have an allergy, illness or disability, ensuring their health and safety is monitored while at school. Please contact the Front Office if there are any changes.

Communicable Diseases

There are several communicable infections and diseases that require your child to be excluded from school for a set period of time and you may need a medical certificate before your child returns to school.

For more information, please visit:

[Communicable Diseases Guidelines Health WA](#)

Administering Medication

If your child is fit to return to school but still needs medication, you will need to fill out an authorisation form so that school staff can administer the required dosage. Please liaise with the School Officers in the Front Office.



Healthy Eating

Our educational program will reinforce the principles of healthy eating which reflects the Department of Education's and Lake Monger Primary School's Healthy Food and Drink Guidelines. These guidelines encourage children to eat foods mainly in the Green and Amber categories.

- **GREEN** foods are everyday healthy choices,
- **AMBER** foods are sometimes food and
- **RED** foods are not endorsed by the school.

You can support this program by providing your child with healthy snacks and lunches, such as sandwiches and fruit, as well as water only to drink. Vegetables as well as fruit can be brought in for morning tea, such as: celery, carrots, snow peas, broccoli, cauliflower, capsicum, cucumber or dried fruit. We encourage you to provide your child with a variety of fruits and vegetables to try at fruit time.

Lollies, chocolates and foods in the Red category are not to be brought to school.

For more information please visit: [Healthy Food and Drink Choice Fact Sheet](#)



Voluntary Contributions

Voluntary Contributions are supplementary funds paid by parents to support the learning program. The cost per child is \$60.00 and can be paid via the booklist or directly to the school. Payment of these contributions at the beginning of the school year would be appreciated. The P&C levy is \$30.00 per child (with a maximum of \$60.00 for families with two or more children) which goes toward fundraising for student and class resources.

Starting School

The Beginning of another Journey

Whether your child has just started Kindergarten or Pre Primary, this will undoubtedly have been a significant event in your lives. As you share the beginning of your child's journey, don't forget to celebrate their growth and development to date, and the importance of the role you have played in their lives so far. As your child journeys through school, the role you play will be just as important.

School is one of the environments in which your child will learn. Children will benefit equally from a visit to the beach, a play in the park, a run through the sprinkler, a concert, family get-togethers, and a story before bed. They will also benefit enormously from your own interest and involvement in their school lives. It is really important that you see yourselves as a fundamental part of your children's school lives and that they see and experience your interest, enthusiasm and involvement.

You may have memories of your school life which influences your expectations for your child's school experience. Remember that they are your memories – help your child create his or her own. Schools and approaches to learning have changed and continue to change as we discover more about how children develop and learn.

Don't, however, be hesitant to share any concerns you may have with your child's teacher(s). Similarly, should your child's teacher approach you with a concern during the year, work together to address it. A concern for your child is not a reflection on you or your parenting. Teachers are acting responsibly in sharing the information they have, and are working with you to ensure that your child's school life is as rich, as happy and as rewarding as possible. Your child's school life may not always flow smoothly, but moments of difficulty are also opportunities for learning – for problem solving, perseverance and growth.

For the most part, share with your child the joy of discovery, learning and making sense of the world. Talk to them about their day. "What did you learn today?" "What did you do outside?" "Was it a busy day or a quiet day?" The games they play, the people they talk with, and puzzles they completed, the sharing and turn taking are just as important as the things children have to 'show' at the end of the day or week.

Many thanks

Early Childhood Staff

Lake Monger Primary School

Department of Education WA

You can discover a range of online information, booklets, fact sheets filled with helpful information, fun ideas and activities you can do at home with your child at the Department of Education WA website.

[Resources for Families](#)

[Play-Based Learning](#)

[Pre Primary On Entry Assessment](#)

[School Attendance](#)

[Assessment and Reporting](#)

[Transitions Through School](#)

[Healthy Food Guide](#)

[Triple P – Parenting Program](#)

Other Resources

[Ngala – Parent and Family Support](#)

[Crunch and Sip – Healthy Lunchboxes](#)