



URSULA FRAYNE  
CATHOLIC COLLEGE



**YEAR 1**

*2021*

*PARENT*

*HANDBOOK*

# CONTENTS

BEFORE SCHOOL ROUTINES	2
- Morning Reading	
LUNCHTIME	2
ASSEMBLIES/LITURGIES	3
COMMUNICATION	3
ASSESSMENT AND REPORTING	3
UNIFORM	3
NEWS	4
YEAR ONE DISCIPLINE POLICY	4
LEARNING AREA INFORMATION	5-7
- Religious Education	
- English	
- Phonics	
- Sight Words	
- Home Reading	
- Writing	
- Handwriting/Printing	
- Mathematics	
- Integrated Studies	
- Explicit Instruction	
HOMEWORK	7
SPECIALIST TEACHERS	7-8
- Physical Education	
- Perceptual Motor Program (PMP)	
- Library	
- Health Education	
- Music	
- Humanities and Social Sciences (HASS)	
- Visual Arts	

Welcome to Year One! We look forward to an enjoyable and exciting year ahead. We aim to encourage the children to actively participate in and be motivated by class activities through a variety of learning experiences. We expect the children to develop in confidence, independence and achieve to their fullest potential.

The following information will assist you in helping your child to make a smooth transition into Year One.

## **BEFORE SCHOOL ROUTINE**

The classrooms are open at 8:35am. During this preparation time the children are encouraged to organise themselves for the day ahead.

- Enter the room with their red folder, fruit and drink bottle.
- Set up desk with a chair.
- They read to the teacher on their News day.
- Once all of these things are completed they are then allowed to engage in an allocated activity at their desk until the bell rings.



### ***Morning Reading***

On the first siren at 8.35am all children must come into the classroom and prepare themselves for morning reading. Reading will commence at 8.35am and conclude at 8.50am. Morning reading will occur from Monday to Friday (excluding the Thursdays when there is a Class Assembly or when another event such as a Mass is scheduled). We will hear a group of children read each morning. The remaining children will read to parent helpers on the verandah outside the classrooms. Your help with reading will be greatly appreciated by the class teachers and the children. A roster will be placed on each classroom window for you to fill in accordingly.

## **LUNCHTIME (1.00PM-1.45PM)**

The children are seated and supervised for the first ten minutes of lunchtime to ensure they eat their lunch.

- Due to the fact that some children have food allergies, please discuss the importance of not sharing their food/drinks or eating anyone else's food/drinks be it either from home or the canteen.



## ASSEMBLIES/LITURGIES

<u>Liturgies</u>	Year One Red	Thursday 19 August
	Year One White	Thursday 10 June
	Year One Combined	Thursday 4 November

<u>Assemblies</u>	Year One White	Thursday 25 March
	Year One Red	Thursday 3 June

## COMMUNICATION

All communication will be sent home via SEQTA.

Please ensure that your child brings their red UFCC reading bag to school each day and that you check it as your child's reader and homework is placed in there.

Please inform the office of any change of email address, home address or telephone numbers and/or emergency contact numbers.

## ASSESSMENT AND REPORTING

Term Two:	Parent Teacher Meetings
Term Two:	Formal Reports
Term Three:	Parent Teacher Meetings
Term Four:	Formal Reports

Student Workbooks and work samples will be sent home throughout the school year.

## UNIFORM

It is the requirement of the College that all children be in full school uniform at all times. However, if for some reason your child is unable to wear part of their uniform, please supply a written explanation. If there is a continual issue regarding the uniform, a 'Uniform Slip' will be sent home as a reminder of your enrolment agreement.

The children are required to wear a hat for all outdoor activities throughout the year. We have a '**No Hat No Play**' policy. If your child should forget their hat, they will be asked to remain under the cover of the verandah.

To protect your child's uniform during art activities, **please provide an art shirt** which will cover their uniform. A long sleeved plastic art smock is ideal; however, an old shirt from home will do.

It is also helpful if your child has a spare pair of underwear kept in their bag in case of any toileting accidents.

Please clearly label **all** uniform and school items. For example, your child's clothing, hat, bag, lunch boxes etc. Any items lost outside the classroom will go to the 'lost property table' which is located at the back of the Administration building.

## NEWS

To encourage confident speaking and active listening, the children are involved in 'News Telling'. Each child will be given a designated News day and will be expected to tell News on this day. To make this time more meaningful and interesting, a focus will be allocated for each week. You will receive a News plan book at the beginning of each term outlining the topic for the weeks.

Please note the following:

- ❑ Only **one** item can be brought in for News
- ❑ Fragile and expensive items are discouraged

We have two soft animal toys that will be sent home to assist in making a school-home connection. Each day one child from each class will take the travelling bag home. We then invite you and your child to respond to this experience by completing a page in the scrapbook provided. Return the bag after two nights as your child will be asked to share their home experience with the soft toy with the class.

## YEAR ONE DISCIPLINE POLICY

We believe that children and teachers should be partners in setting the scene for a positive working environment. This gives the children a sense of belonging and ownership in the classroom. The setting of classroom rules will form an integral part of the first days of school with the children. We will discuss what we all believe is necessary in order for everyone to have their rights respected. We aim to adopt values and attitudes that will foster respect and care for others.

The goal of discipline is to reduce the need for teacher intervention and over time to help children to learn to monitor their own behaviour.

Each class will be using a levelled reward system for positive behaviour.

At all times in the classrooms we endeavour to focus on positive behaviour; however, if a child disobeys the classroom rules the following procedure will apply based on the 1 2 3 Magic approach - Behaviour Tonics:

- ❑ If the child is misbehaving they are counted "one". If it occurs again "two". The child is approached about their behaviour and they are then given a choice to behave appropriately. (Warning)
- ❑ If the behaviour continues, the child is counted "three" and receives a short 3 minute timeout in the classroom.
- ❑ If the same behaviour still continues, the child will be counted again. If they receive a second "three" they will be asked to sit on their own in the classroom or asked to work in the other Year One classroom.
- ❑ At recess and lunch their behaviour will be reset as we believe in a 'fresh start'.
- ❑ If the behaviour remains ongoing and results in a third "three", the child will be given timeout with the Assistant Head of Preparatory School. The parents are also informed about their child's behaviour.
- ❑ For more serious offences such as purposely hurting another child, a reflection sheet will be sent home for the child to complete and for you to sign. This sheet needs to be returned to school the next day. You will also be contacted by the class teacher and an appointment will be scheduled to discuss your child's behaviour. Timeout with the Head of Preparatory School will take place.
- ❑ If a child's behaviour continues to be cause for concern, an appointment for you to meet with the Head of Preparatory School will be arranged.

## **LEARNING AREA INFORMATION**

### ***Religious Education***

Throughout our Religious Education program, life and faith are integrated. Life experiences are reflected upon so that children become more aware of the spiritual dimension that is part of these experiences. Prayer is an integral part of each day. Prayer will also be an inclusive part of the Religious Education lessons.

The units explored in Term One

- Church
- Lent Easter



### ***English***

The children will be involved in English based lessons each day. Our English program will cover all aspects of language which the children will need to be effective communicators. These being: Reading and Viewing, Writing and Speaking and Listening. English sessions will vary from whole class to small group instruction.

### ***Phonics***

Phonics is taught as a specific lesson because it is very important for children to develop word attack skills and know the letter sounds and blend combinations made. Phonics helps children tackle unfamiliar words through decoding. It also helps children to spell words during writing sessions.

The phonics program will incorporate a variety of strategies. We will concentrate on furthering the children's understanding of the alphabet, segmentation and blending. The children's prior knowledge will be built upon to learn about word families and letter blends.

### ***Sight Words***

50 to 75 percent of all words in text are common words which are repeated. These words are used to hold thoughts together and because of this, these words must be recognised at a glance (automaticity) before a child can read with confidence. Learning sight words is a memorisation process. The children will be given a list of sight words as part of their homework to practise at home each week.

### ***Home Reading***

Reading is a major focus in Year One. Over the course of the year, your child will be bringing home a variety of reading books that are gauged at their assessed reading level. Other books will be utilised for Guided Reading purposes in the classroom where the children will work in levelled groups.

Pre-reading and supplementary readers are designed to:

- (i) increase the child's self-confidence and enjoyment of reading
- (ii) establish a nightly routine
- (iii) foster basic reading habits such as left to right and top to bottom orientation
- (iv) foster a care of books
- (v) assist in the development of the children's reading and comprehension skills

**Each child is expected to read every night.** It is a time for parents to share with their child the joy of learning to read. Initially the parent can read the story to their child, discussing the pictures, title, sequence of events and characters. Encourage your child to identify letters or words they may recognise. As time progresses, you will find your child recognising more letters and words. When doing home reading, try and find a quiet place where you can spend one-on-one time with your child. Make the reading process fun, enjoyable and relaxing. Remember, it is not about getting your child to read every word perfectly but giving them strategies to decode unknown words.

Your child will take home a class reading book each week which is appropriate to their level. Your child will change his/her reading book on a weekly basis. Please fill in your child's Home Reader (Reading Record) each night by printing the title of the book, the date and signing your name. In Year One, we recommend that parents spend 10-15 minutes reading with their child each evening. The teachers will sign your child's home reader on their assigned reading day.

### **Teaching Reading**

Methods of teaching reading have come and gone - you may have learnt to read in a different way to other parents in this class. Current research about reading instruction indicates that the ability to sound out words is important. Likewise, so is reading books and stories that extend vocabulary and knowledge about language. We will be teaching the children how to sound out words at the same time as providing a wide range of literature experiences for them to enjoy.

Why decode or sound out? This skill is also vital in becoming a good speller. Children who are able to quickly and accurately sound out words are able to concentrate on understanding what they are reading. Children who cannot sound out words must rely on guessing words based on the first letter of the word, a picture cue or the meaning of the sentence - or even a great memory!

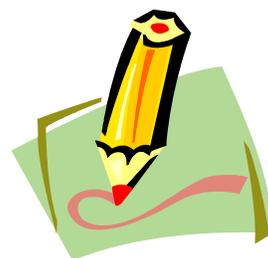
### **Writing**

During our language sessions the children will be involved in a structured learning framework to teach various genre styles. This process involves modelled, shared, guided and independent writing.

In Year One the children are provided with many opportunities to write. At this stage many children write by forming words using the letter sounds they know. The children will be encouraged to 'have a go' at spelling new words independently.

### **Writing Procedure**

- 'Have a go' at writing
- Draw a corresponding picture
- Read their written composition to the teacher
- Teacher conferencing



### **Handwriting/Printing**

The new printing style we have adopted is the South Australian Beginning Font. The children will participate in formal lessons to practise and learn the letter formation associated with this style which is used in all written pieces of work. Please encourage its use at home. A copy of the alphabet in this font will be sent home to you.

### **Mathematics**

Mathematics in Year One will follow the Oxford Mathematics Program and draw largely on the use of concrete materials. Emphasis will be placed on the children developing an understanding of the relevance of Mathematics in real life through practical and meaningful activities. All mathematical strands will be covered. These are Number and Algebra, Measurement and Geometry and Statistics and Probability.

## ***Integrated Studies***

Health Education, Science, Technologies, History and Geography will be integrated with English, Religious Education and Mathematics where appropriate.

## ***Explicit Instruction***

The Preparatory School incorporates Explicit Instruction as a learning strategy to teach some elements in literacy and numeracy. It is a direct approach to teaching that includes both instructional design and delivery procedures. It is characterised by a series of scaffolds whereby students are guided through the learning process with clear statements about the purpose and rationale for learning the new skill, clear explanations and demonstrations of the instructional target and supported practice with feedback until independent mastery has been achieved. The Explicit Instruction framework requires that the learning intentions (WALT - What are we learning today?) and the success criteria (WILF - What I am looking for) are clearly articulated so as to involve students in the learning process. The lesson format includes checking for understanding which further allows for individualised learning and curriculum differentiation.

## **HOMEWORK**

In Year One, the children are required to complete approximately 10-15 minutes of homework each night. This will involve reading their reading book and practicing their sight words.

Please remember that during school hours your child will be working hard at learning new concepts and skills that need to be reinforced at home. We understand there may be times when tiredness or out of school commitments make it difficult for your child to complete their homework, so please inform us if this is the case. Homework should not exceed 15 minutes per night. If your child is having difficulty with their homework please let us know as soon as possible.

Try to keep homework sessions short, fun and POSITIVE! 😊



## **SPECIALIST TEACHERS**

### ***Physical Education (PE): Mr Son Nguy – Thursday (1R) / Tuesday (1W)***

The children will take part in one 40 minute PE lesson per week. This year the children will need to wear their sports uniform on **Monday** for our PMP circuit session and **Wednesday** for their PE lesson.

### ***Perceptual Motor Program (PMP) – Wednesday***

PMP aims to teach a child perceptions and understandings of him/herself and his/her world through movement and motor experiences. Without parent helpers this program will not be able to operate. Year One students will engage in one 30 minute **Perceptual Motor Program** circuit sessions per week as well as a 30 minute skills lesson.

We ask for **5** parent helpers for each session. A note will be sent home for you to fill in times that you are available to assist us. The roster will be placed on Year One Red's classroom window and a copy will be sent home to you when the schedule is finalised.

**Library: Class Teacher - Monday**

The children will participate in one 30 minute library session each week.

A library bag is needed in order for the children to borrow a book. Please ensure that your child's book is returned each week on this day.

**Health Education: Mr Son Nguy – Friday (1R) / Monday (1W)**

Mr Nguy will take the children for one 40 minute lesson per week. The class teacher will cover Protective Behaviours as outlined in the Keeping Safe: Child Protection Curriculum (30 minutes weekly).

**Music: Mr Christian Tang – Monday**

Our Music specialist, Mr Tang, will take the children for one 60 minute lesson per week.

**Humanities and Social Sciences (HASS): Mrs Cathy Armstrong – Thursday (1W) / Friday (1R)**

History has been scheduled for one 40 minute lesson per week.

**Visual Arts: Mr Christian Tang - Tuesday**

Mr Tang will take the children for one 60 minute lesson per week.

We look forward to being a part of your child's learning journey in Year One during 2021.

*Mrs Gillian Merredew  
Year One Red*

*Mrs Karen Rutter  
Year One White*

*Miss Jo Ann Purdy  
Education Assistant*



***Year One is exciting and fun!!***

