



# St Andrew's Catholic Primary School

60 Victorsen Parade, Clarkson WA 6030

Phone: (08) 9407 8000 Fax: (08) 9407 8015

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[www.standrews.wa.edu.au](http://www.standrews.wa.edu.au)

Companions on the Journey

Dear Parents and Guardians

**Re: ST ANDREW'S PLAYGROUP (1 – 3 Year olds)**

For those families who have younger children (1 - 3 year olds) the playgroup will continue to operate through the school on a Tuesday morning. Parents will be expected to stay with their child and the school will provide a qualified staff member.

Playgroup sessions will be held from 9:00 – 11:00am in the St Andrew's School Hall.

There will be a small charge associated with attendance. (Attendance to the playgroup does not automatically enrol your child into St Andrew's School and there is no guarantee of a position for Kindergarten, but special consideration may be given).

The main goal of this program will be socialisation and familiarity with the school environment. This will enable a positive outcome for both parent and child prior to commencing their education at St Andrew's Catholic Primary School.

***Places are extremely limited and vacancies will be filled on a first come first served basis.*** An attached letter is also provided with a lot more detail.

If you are interested in attending or joining such a group, please speak to Mrs Lesley O'Neil the school's Administrative Manager on 9407 8000.

I look forward to hearing from you in the near future.

*Sam Fontaine*

**Sam FONTAINE**  
Principal



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Dear Parents and Guardians

## Re: ST ANDREW'S PLAYGROUP (1 – 3 Year olds)

Welcome to the preparation for the St Andrew's School Playgroup. I am extremely pleased to announce that **Mrs Nikki Jaschinsky** will be continuing as our **Playgroup Leader**. (She holds formal qualifications as a Playgroup Leader, as well as a Working with Children).

Playgroup is designed for children aged between 1 and 3 years of age, and intending to enrol into St Andrew's School. Children who currently attend Kindergarten are not permitted to attend playgroup.

As Playgroup Leader of last year's playgroup, Mrs Jaschinsky understands the importance of playgroup, so that your child can learn through play and develop important social skills. Mrs Jaschinsky is enthusiastic about this role as Playgroup Leader and has many ideas to ensure that both you and your child have fun!

In brief:

- The playgroup session will be held on a Tuesday morning 9:00 – 11:00am in the St Andrew's School Hall.
- Parents are to remain with their child at all times.
- Sessions typically coincide with the normal school term and a list of dates will be discussed at the commencement of each term with Mrs Jaschinsky.
- Attendance at the St Andrew's Playgroup does not guarantee enrolment into the St Andrew's School Kindergarten program. (But of course, possible special consideration may be given).
- Playgroup places are limited and attendance will be on a 'first come, first served basis'.
- The approximate annual fees will be \$200 with \$50 in levies, including insurance. (**Total \$250 per annum – to be paid in cash only**). Fees will be paid per semester or annually within the first two weeks of each semester. (i.e. in the first two weeks of Term 1 and Term 3). Mrs Jaschinsky will distribute accounts to all participants in the first week of playgroup. **Payment needs to be made at the school office, directly to the bursar.**
- **Timetable (an example)**
  - 9:00 - 9:15 Meet and greet in the School Hall
  - 9:15 – 10:00 Outdoor Play – weather permitting
  - 10:00 - 10:15 Morning Tea for children and parents in the School Hall
  - 10:15 – 10:55 Indoor play in the School Hall
  - 10:55 – 11:00 Pack up and depart

- **Things to bring to each session:**
  - Child's own morning tea and drink bottle. We encourage healthy eating at St Andrew's. An ideal morning tea would consist of fruit, vegetables, yoghurt, savoury crackers or a sandwich. (But not all of these!).
  - WE ARE A NUT FREE SCHOOL – No nut products please.
  - A sun hat, clearly labelled with their name.
  
- Playgroup aged children are not ready for lots of rules and structure. They need lots of uninterrupted time to make choices, experiment, explore and interact. A variety of activities will be arranged that cover social, physical, intellectual, creative and emotional development across a range of developmental ages. These may include painting, sandpit, building, blocks, play dough, craft, ride-on and push toys, dress ups, home centre and imaginative play.
  
- St Andrew's Playgroup belongs to everyone. So everyone within the group is responsible for making decisions and everyone is expected to share the workload. There will be parent help rosters for various jobs such as setting up and packing away and preparing the adult's morning tea. (Coffee, tea, sugar and milk will be provided). These rosters will be organised at the start of the term.
  
- Playgroup children are not permitted to enter the adult kitchen area.
  
- It is essential that parents who attend the playgroup allow the child to complete the activity as it is never about having the 'best picture, drawing or craft' but allowing your child to develop their own individual skills, expressing themselves and developing confidence in their own abilities. When talking with your child always allow them to respond to other Adults, Child, Playgroup Leader, Teachers or the Principal. Speaking for them may hinder their development.
  
- **General guidelines for St Andrew's Playgroup**
  - Adults are responsible for the safety and supervision of the children that they bring.
  - Every child has a right to safe and fair play.
  - Playgroup is a 'no hurting zone'. We all must enforce a 'hands off' policy.
  - Playgroup is a smoke free environment.
  - All members are valued and respected. (Fully understanding that all participants are on their own individual and unique developmental stage)
  - All families are welcome.
  - We are a Sun Smart playgroup.

I hope that this letter has provided you with adequate information for the commencement of playgroup. Should you wish to join the playgroup, please fill out the enrolment form attached. If you have any other questions or concerns, please do not hesitate to contact the school on 9407 8000.

*Sam Fontaine*

**Sam Fontaine**  
Principal

## APPLICATION FOR PLAYGROUP ENROLMENT

### STUDENT INFORMATION

Student full Name: \_\_\_\_\_

Preferred Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Home Address: \_\_\_\_\_

\_\_\_\_\_

Home Phone Number: \_\_\_\_\_

Mobile Number: \_\_\_\_\_

Mother's Full Name: \_\_\_\_\_

Father's Full Name: \_\_\_\_\_

### STUDENT'S INDIVIDUAL NEEDS

The school Education Act, 1999 requires the provision of:

*“details of any condition of the enrollee that may call for special steps to be taken for the benefit or protection of the enrollee or other persons in the school”.*

(Including, Medical / Health Care; Medication; Physical; Orthoses / Prostheses; Psychological / Cognitive; Sensory {e.g., Vision / Hearing}; Behavioural or Safety; Communication; Allergies.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- I/we understand that completion of this enrolment form does not guarantee enrolment into St Andrew's Playgroup Program.
- I/we understand that attendance at the St Andrew's Playgroup Program doesn't not guarantee enrolment in St Andrew's School Kindergarten Program. But special consideration may be given.
- I / we understand and agree to the terms and conditions of the school fee collection policy and will pay the full playgroup fees by the due date.
- I /we agree to abide by the policies and directions of the School and the Catholic Education Commission of Western Australia as they are enacted from time to time.

\_\_\_\_\_  
Signature of Parent

\_\_\_\_ / \_\_\_\_ / 20\_\_\_\_  
Date