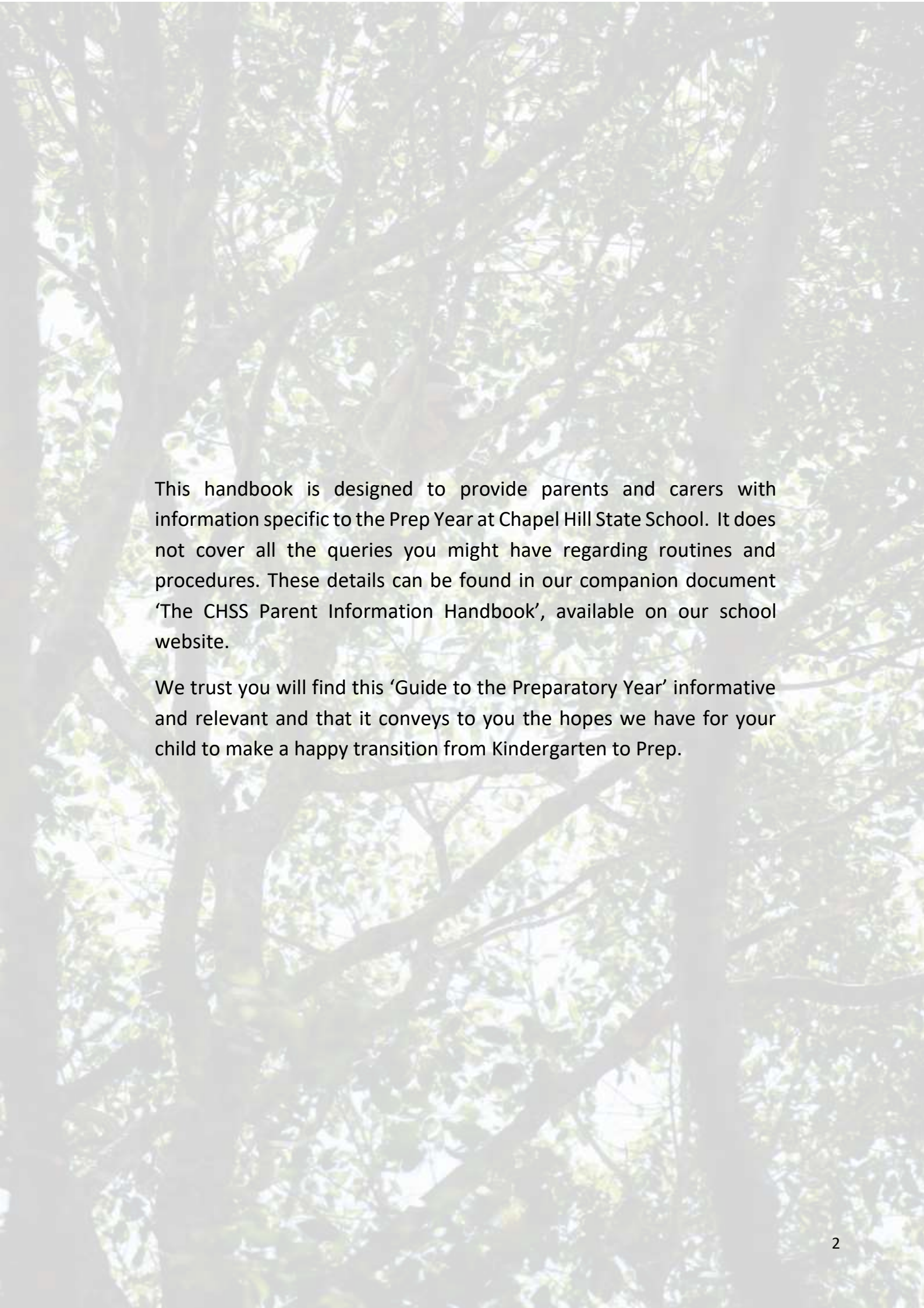


2027 Welcome to Chapel Hill State School

A Parent's Guide to the Preparatory Year



Striving for Excellence



This handbook is designed to provide parents and carers with information specific to the Prep Year at Chapel Hill State School. It does not cover all the queries you might have regarding routines and procedures. These details can be found in our companion document 'The CHSS Parent Information Handbook', available on our school website.

We trust you will find this 'Guide to the Preparatory Year' informative and relevant and that it conveys to you the hopes we have for your child to make a happy transition from Kindergarten to Prep.

Contents

Principal’s Welcome	5
Term Dates	6
Kindergarten to Prep Transition Events	7
Ready-Set-Go! Supporting School Readiness	8
First Day of School	9
The CHSS Prep Program	11
Staying informed	13
Being involved	14

Companion document: ‘Chapel Hill State School – Parent Information Booklet’

Principal's Welcome

Dear Parent/s and Caregivers

Starting school is a major milestone for you and your child and the start of a new phase of life for you both. If this is your first child to commence Prep with us, this booklet will introduce you to the key aspects of the Preparatory Year and provide information and handy tips to help make your child's move from kindergarten and other early childhood services to primary school as smooth and enjoyable as possible.

We recognise and value the contribution you and your family make to your child's education and this guide explains how you can stay informed and become involved.

Your child and family are very important new members of our school community, and we trust that this will be the beginning of a long and productive partnership – welcome to our school!

Stewart Jones
Principal

2027 School Term Dates

Term 1:

Wednesday, 27 January – Thursday 25 March (9 weeks)

Term 2:

Monday, 12 April - Friday, 25 June (11 weeks)

Term 3:

Monday, 12 July - Friday, 17 September (10 weeks)

Term 4:

Tuesday, 5 October - Friday, 10 December (10 weeks)

School Contact Details:

Address: Ironbark Road, Chapel Hill, 4069

Telephone: (07) 3871 4888

Email: the.principal@chapelhillss.eq.edu.au

Web Address: www.chapelhillss.eq.edu.au/

Transition-to-Prep 2027 Events

Chapel Hill State School Nature Play Group – facilitated by an early years' educator

- **Term 2: Every Wednesday, 9:15 am to 10:30 am**

To assist with the transition process, our school will host weekly nature play sessions in Term 2. Come along to meet other Kindy families, join in activities and familiarise your child with our teachers, campus and nature play pedagogy.

Walkthrough Tours with Prep to Year 2 Deputy Principal:

- **Fortnightly, starting Thursday, 23 April 9:30 am to 10 am**

We will be hosting Term 2 walkthrough tours for new to Chapel Hill Prep 2027 families or families considering joining our school community in 2027. Parents will be shown key school facilities and will have the opportunity to ask questions and visit a Prep classroom.

Term 2 Early Years Open Morning and Walking Tours:

- **Thursday, 30 April, 9 am to 10 am**

Meet our senior leadership team, learn about our early years teaching and learning program and visit our Prep to Year 2 classrooms to see Walker Learning in action.

Term 2 Prep Open Classrooms:

- **Saturday, 13 June: 2 pm to 3 pm**

Our Prep teachers will be opening up their classrooms during the school's fete - Festival on the Hill. This is a wonderful opportunity for parents, future families and community to visit our Prep Precinct and have to opportunity to talk with our teaching staff.

Prep Information Session and Guided Tours:

- **Thursday, 18 June, 9:15 am to 10:30 am**

This session provides interested parents of Kindergarten-aged children with key information about Chapel Hill's approach to teaching and learning in the early years and insights into a typical day in Prep. *Parents are encouraged to view our 'Information Snapshots':*

- [Prep Information Video Snapshots](#)

Term 2 and 3 Storytime and Play Sessions - Enrolled 2027 Prep Students:

- **Term 3: Wednesdays 26 August and 2 and 10 September – 2:15 to 2:45 pm**
- **Term 4: Wednesdays, 14 and 21 October – 2:15 to 2:45 pm**

Come along to our fun Story-Time and Play Sessions where our Prep Teachers will read stories and your child/ren will have the opportunity to familiarise themselves with our staff and Prep play areas.

Starting Strong Orientation Sessions: 9:15 am to 10:30 am – For Enrolled 2027 Prep Students:

- **Term 4: Wednesdays, 4, 11, 18 and 25 November**

Our four orientation sessions are held each Wednesday in November. These sessions will involve your Kindy child visiting a different Prep classroom each week to experience investigation time where children explore, create, question and collaborate with support from the teacher. At the same time, the school will host parent information sessions to share key information with our 2027 Prep families.

Term 3 and 4 Kindergarten Connections

Chapel Hill State School Prep teachers will visit Centres to consult with your child's kindergarten teachers, allowing them to more easily plan for continuity of learning and development.

Term 1, 2027 - Informal Classroom Play Visit:

- **Friday, 22 January 2027**

This optional visit to your child's Prep Classroom is just prior to their first day of school which allows for some one-on-one time with their teacher and familiarisation with the classroom layout.

Term 1, 2027: First Day of School:

- **Wednesday, 27 January 2027**

Students start their exciting journey of learning and independence in their first year of formal schooling.

Term 1, 2027 Parent-Teacher Information Session:

- **Week 2 2027 (Date to be confirmed)**

This session covers the daily routines and practical issues that may arise in the first weeks of Prep. Parents have the opportunity to visit their child's classroom and speak informally with their teacher.

There are many things you can do to help your child look forward to starting school:

- Ask your child what they think about school.
- Encourage questions about going to school.
- Encourage your child to do things on their own, such as dressing, washing their hands, going to the toilet, unwrapping their food, carrying their own bag into Kindy and opening their drink bottle.
- Talk to friends and other families about what school is like.

Ready-Set-Go!

Promote the following skills to support your child's school readiness:

Social skills to support your child to:

- positively approach other children and make friends,
- participate in play,
- express emotions and deal with conflict appropriately,
- show interest in others and form friendships,
- express their needs and wants appropriately,
- separate from parents or primary carers,
- take turns in games and activities,
- share toys and equipment,
- follow some directions and understand some rules,
- participate in groups, and
- cope with transitions between routines and experiences.



Cognitive skills to support your child to:

- show natural curiosity and interest in learning new things,
- have confidence in learning, and
- be interested in solving problems.

Language skills to support your child to:

- use language to ask questions and communicate their thoughts and ideas,
- listen to others, and
- enjoy books and being read to.

Independence and life skills to support your child to:

- cope with a small amount of supervision in a variety of situations,
- toilet and dress themselves independently,
- unpack their lunch box and use a drink bottle, and
- deal with a structured environment.

Physical skills to support your child to:

- use pencils, crayons, Textas and scissors, and
- balance, run, jump, and use equipment such as balls and climbing apparatus.

First day of school

School commences on Tuesday, 23 January 2027

Children should be brought to school by **8:45 am**, dressed in their uniforms. This gives them time to be organised, to meet their teachers and familiarise themselves with their new surrounds.

After leaving your child in the care of the teachers and confirming arrangements to collect your son or daughter at 3:00 pm, it is time to depart.

Our school hosts a parent and carer coffee/tea and catch-up morning tea in the hall for Prep families on the first day of school.

It is important that parents and carers collect your child on time as young children can become quite distressed if they think they've been forgotten. Please contact the school office if you know you will be late.



Please note:

Your child starts school with a keen desire to learn and having enjoyed a variety of experiences, will approach this new stage with much curiosity.

The first few weeks of Prep can be physically and emotionally tiring. It can also be a very hot time of year. Your child may need to go to bed early and have a regular routine before and after school to support their first year of school.

Do not be surprised if there are difficulties even after you have done all you can to prepare your child for school. Although some children may become upset at saying goodbye, recovery is swift and the period of adjustment to school is brief.

Your child may also expect too much from school and be disappointed when he/she has not learnt to read after two or three days or become very tired and want to stay home. If you have any difficulties, please talk to your child's class teacher. He/She is skilled at guiding children through this period of adjustment into full-time schooling.

First Day: What to Bring

- Brain snack, lunch, afternoon tea (Please use lunch containers your child can open independently)
- A backpack large enough to fit food containers, hat, change of clothes and folder etc. School messages will be sent home in an A4 folder (provided).
- A spare set of school clothes in a plastic bag. (Please review items as the seasons change.) These items will stay in your child's bag unless needed.
- Water bottle - up to 750 mL (No glass please).

Please clearly label all items with your child's name.

- Stationery Pack (if not pre-ordered through the school).
- Prep-ordered stationery packs will be delivered directly to the classroom.



Prep Drop-Off and Pick-Up Options Before School Options

1. **Before 8:00 am drop off:** Parents can opt to drop off to Helping Hands, our Outside of School Hours Care Provider. The Helping Hands team will transport Prep students directly to their classroom at 8:45 am. Parents need to pre-book, and **this service has a fee.** Helping Hands contact number is 0488 237 011.
2. * **8:00 am drop off:** Parents can opt to drop off their Prep child to the Lower Covered Area (near the tuckshop). This area is a designated *Safe Zone* that is supervised by a staff member. The staff member is easily identifiable as they wear a yellow vest. Students will be supervised until 8:40 am and then escorted to their Prep classes. Students are not permitted to be playing in any areas before school unless they are enrolled in our Outside of Care School facility and are supervised by Helping Hands.
**Option 2 is effective from Term 1 Week 2: We ask that for the first week of school Prep parents/carers stay with your Prep child and walk them to class at 8:45 am and collect at 3 pm to assist with a successful transition.*
3. **8:45 am drop off:** Parents can opt to take their children directly to the class at 8:45 am. Parents are asked not to gather around the classroom door or path /verandah. We encourage a 'drop-and-go' scenario in order to ensure a smooth and direct transition into the school day.
4. **After 8:45 am drop off:** If you are running late, parents are asked to please take your child up to the main administration building to collect a late slip before walking your child to class.

Parking Access: Please note that there is very short-term onsite parking in the Turning Circle for the Helping Hands drop off and the school's boom gate shut by 7:45 am. After this time, parents are required to park off site and walk their child to Helping Hands. There is no onsite parking for Options 2 or 3.

After School Options

1. **At 3:00 pm:** Parents are welcome to collect your child from their classroom. We ask that parents discuss and arrange with your child a pre-determined designated waiting area away from the classroom door to meet them once school has finished. Our teachers/teaching assistances must sight a student's parent/carer - Students will not be allowed to leave the classroom on their own.
2. **Helping Hands Pick-up:** At 3 pm, students who are booked in with our Outside of School Carer Provider will be handed over to the Helping Hands staff. Parents will need to make a booking with Helping Hands to access this service.
3. If a parent/carer is running late and unlikely to make the pick-up time, they should contact the office on 3871 4888 to organise alternative arrangements.

Parking Access: Please note that there is very short-term onsite parking near in the Turning Circle after hours when the 'boom gate' is open at 4 pm for Option 2 and no onsite parking for Options 1 or 3.

Late arrivals: All students arriving after 8:45 am must collect a 'Late Slip' from the Office before going to their classroom.

Early departures: To collect your child prior to the end of the school day (3 pm), parents/carers must advise our administration staff of your intention and sign your child out at the school office. This system operates from Prep to Year 6.

Chapel Hill State School Prep Program

The Early Years Team at Chapel Hill State School is committed and passionate about the implementation of **Walker Learning**, an Australian-designed teaching and learning pedagogy that authentically personalises learning and is developmentally and culturally appropriate.

Walker Learning is informed by child development theory and brain research and has been developed in Australia for over 20 years. It is a pedagogy that supports the need for children to be active participants in their learning alongside formal instruction of not only literacy and numeracy skills and knowledge, but also a range of vital social, emotional and life skills.

The Australian Curriculum provides us with knowledge and guidance to differentiate and meet the individual needs of the children. An overview of the curriculum and assessment plan for Prep can be found on our [school website](#). Each class engages in hands on, inquiry learning to develop the foundations of future schooling success. Most days begin with a session of investigative play, followed by focused learning and teaching episodes, inside and outside activities, as individuals, in small groups and with the whole class.

Children will explore, investigate, problem solve and predict as they engage in their learning. They will make friends and learn to get along with others. Your child will try many new things and take risks in their learning. They will learn to be confident, resilient, persistent and organised. With guidance from their teacher, they will set their own learning goals and celebrate their achievements.

This journey is one we will take together as we work as a team to help your child flourish!



The Prep classroom is an exciting and stimulating place, designed to welcome and foster your child's curiosity. Teachers aim to create a safe and happy environment in which children are valued, praised and inspired to wonder about the world. From the very first day, each child has the opportunity to participate in a wide variety of activities.

Incursions and Excursions

From time to time, the class teachers will organise to take our Prep children on an incursion (within school grounds) or excursion, usually to explore the local environment and community. Prior to any incursion/excursion taking place, parents/carers will be notified of the date, time, purpose and type of activities that will be undertaken. Incursions and Excursions do incur a cost, and parent/carers must provide consent via Q Parent to allow your child to participate.



Every Day Counts – Why regular attendance is important

Once enrolled in primary school, **your child is expected to attend school every day** of each term.

It is important that children develop regular attendance habits at an early age. Children who are regularly absent from school are at risk of missing out on learning the basic foundational skills and may experience difficulties forming friendships. Our Prep teachers are required to teach and assess the Prep curriculum; if children do not attend every day, they miss explicit teaching of skills and learning tasks that monitor children's progress.

We strongly encouraged parents to plan appointments for your child outside of school hours i.e., dental, doctor, specialists.

Planned extended absences from school of 10 or more days requires Principal approval. There is a school extended absence form that must be completed and office staff will be able to assist you with this process, if needed.

If your child is unable to attend school on any day, **please contact the school office before 8:45 am** by either phoning our Absence Line on 3871 4860, SMS 0427945725 or putting the absence on Q Parents.

Packing Lunches

Children need to have **healthy lunches and snacks** that do not depend on refrigeration. They need to be able to unwrap, eat and rewrap all food items independently. Brain Snack is a small healthy snack, such as prepared fresh fruit, cheese and biscuits, carrot sticks etc., that are stored in a separate container for ease of access. Please send along a spoon or fork with your child, if required.

Please Note: We do not re-heat food and cannot refrigerate children's lunches. We suggest thermal containers to keep food warm and small icepacks to keep food cool.

Special Information Regarding Nut Allergy

We have students attending Chapel Hill State School who have serious allergies to nuts and nut products. As a school, we have made special arrangements to assist these students. We would like to remind parents that we would appreciate your cooperation in helping to provide a safe and supportive environment for them.

Where possible please avoid sending peanut butter, peanut products and nuts in your child's school lunches and snacks. It is suitable to send products with the warning "may contain traces of nuts". Please take the time to reinforce good hygiene practices with your children. This includes reminders about not sharing lunches and washing hands before and after eating. We thank you in advance for your support in this area.

Toys at School

We ask that children do not bring their own toys or fidgets to school as this can lead to these special items being lost or broken. Please note, the staff will not assume responsibility for loss or breakage of toys.



Staying Informed

Prep Reporting and Interviews

Formal report cards are issued at the end of Semester One and Semester Two in the Prep Year. Parents are also kept informed of their child's progress through scheduled Parent-Teacher Interviews at the end of Terms 1 and 3. It is important that parents attend these interviews, and it is desirable, if possible, for both adults who care for the child to attend. At this time, teachers will share the assessment information they have gathered on your child and will discuss home-school strategies to help your child achieve his/her learning goals. Parents may also make appointments at any time to discuss concerns they have regarding their child's development.

Communication

Communication between parents and teachers is crucial to a successful program in the early years of schooling. Teachers are available by appointment only before or after school in person (except for Monday afternoon when they are required to attend a staff meeting) or may be contacted through the office by phoning 3871 4888.

If you have a question or concern, please go to the Prep Teacher in the first instance. It is best to make an appointment time before or after class as staff must give their full attention to the children when class is in progress.

Teachers establish **communication** with parents early in the school year to provide class specific information and to respond to parent queries via **email** and/or **Class Dojo**. As teachers do not access emails during teaching hours, a response within two working days can be expected. If the matter requires more urgent attention, parents should contact the school office staff who will assist with passing on the message.

The School Newsletters with updates is forwarded electronically every week. Key information is also posted onto the school website. CHSS has a Facebook page and Instagram account which provides regular updates and reminders to the community about key events.

Junior School Assembly (P-2) is conducted every second Monday in the school hall from 12:50 pm to 1:20 pm. Parents and Carers are most welcome to attend. Prep children attend assembly after a brief period of settling into their class routines. Our Prep cohort is welcomed to assembly in Term 1, Week 6.

Prep Stationery List

In Term 4, parents will be emailed the stationery list by the school. Parents are then able to order directly from our preferred supplier via their website. Materials will be delivered directly to your child's classroom prior to the commencement of the new school year.

Student Resource Scheme

The CHSS Student Resource Scheme (SRS) offers parents significant reduction in the cost of providing additional learning resources, including Literacy materials and web-based platforms (e.g., Decodable Readers Australia and Mathletics). SRS information for 2026 will be emailed out just before the school year commences and parents who opt in will be invoiced.

Specialist Lessons

Prep students will access specialist teacher delivered lessons in Music, Library and Health and Physical Education. Prep students do not have access to Religious Instruction or swimming.



Being Involved

Parents, caregivers and relatives play a vital and valued role in the education of each child.

We encourage you to be involved in the following ways:

- visit the classroom and join in with our experiences;
- read newsletters and noticeboards;
- support excursions/incursions and special events;
- read to your child daily;
- support us by talking with your child about their day;
- support our rules and consequences; and
- inform us of any concerns, ideas or suggestions that you have.

Parental roles and responsibilities:

- read all the information in order to be familiar with our policies, routines and practices;
- clearly label ALL your child's belongings;
- discuss any concerns or questions with your child's teacher; and
- notify the staff of any changes related to address, phone numbers, emergency contact phone numbers and student absences.

Parents in the classroom:

- Parents wishing to volunteer in the classroom are required to complete the Department of Education's Volunteers' Mandatory Training Program. The school will share details of the 2026 volunteer training program early in Term 1, 2026.
- Confidentiality in the classroom is vital. It is not appropriate to discuss happenings with anyone other than the teacher.
- Encourage your child in their activities.
- Support your child's growing independence and self-reliance.

Finally...

General information on routines and procedures relevant to all year levels P-6 can be found in the **Chapel Hill State School Parent Information Handbook** available on our website. We encourage you to read through this as a companion to this booklet.

We look forward to building productive partnerships as we learn and grow together. We are here to provide quality Prep education for your child. Please do not hesitate to discuss any questions or concerns you may have. We are looking forward to our association with you and your child this year in Prep at Chapel Hill State School.



