

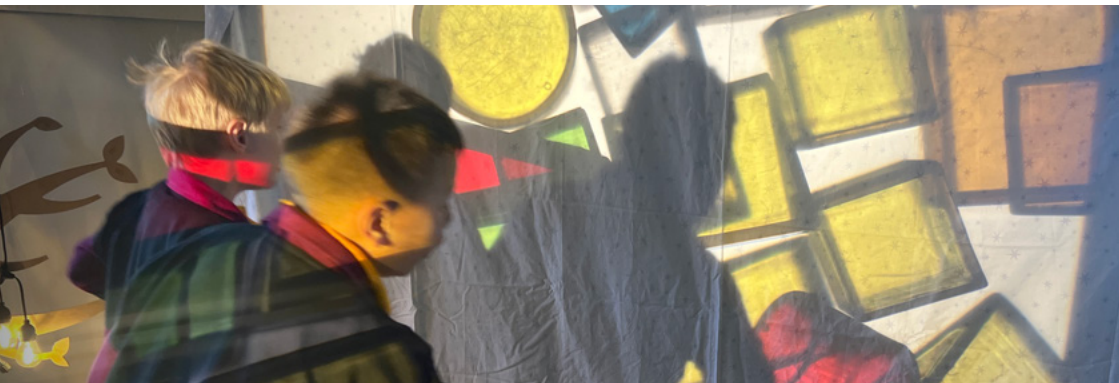
A photograph of two young boys in school uniforms. The boy on the left is smiling and looking towards the boy on the right. They are wearing dark jackets with maroon and yellow accents. The background is blurred.

THE HUTCHINS SCHOOL PRE-KINDER/ KINDERGARTEN

Additional information
for parents/carers of
3 and 4 year old boys



Welcome to The Hutchins School and our Early Learning Centre



The Hutchins School Early Learning Centre (ELC) provides a stimulating, nurturing and vibrant environment for boys from Pre-Kindergarten to Year 2. As a community, we aspire to be people of integrity who act with humility, kindness, courage and respect.

OUR VISION Hutchins provides an inspirational education where each student strives to achieve their personal best and is willing to serve their community as an informed and active citizen.

OUR MISSION Hutchins is an Anglican school whose supportive learning community works together to nurture character of boys.





Kindergarten community philosophy

Our programs are built upon the foundation of learning through play.

Our Pre-Kindergarten, Kindergarten and Outside School Hours Care programs are designed to be fun and to provide interesting, diverse and challenging experiences that encourage children to be who they are, develop their sense of identity and to develop social skills, self-regulation, independence and initiative through play. The Hutchins School Children's Service has been awarded an overall rating of Exceeding the National Quality Standards.

Our ELC is the state winner of the 2022 Kindicare Excellence Award, with a rating of 9.5, placing our service in the top 2% of childcare and early learning centres in Australia.

Our Pre-Kindergarten and Kindergarten features a curriculum created around The Hutchins School values and *Belonging, Being and Becoming – The Early Years Learning Framework* and *My Time, Our Place – Framework for School Age Care in Australia*. Children are actively involved in the program planning process, either through direct initiation of activities or through educator-guided experiences designed in response to the needs and interests of the children. We provide a wide range of play-based experiences designed to allow children to express their ideas and learning.

Arrival and departure

- Our 3 and 4 year old classrooms and learning spaces are open between 8.25am to 2.30pm. Please ensure your child is ready for the day to begin at 8.45am.
- Your child must be dropped off and collected from the classroom by a parent/carer over 18 years of age.
- **Daily attendance is recorded on class iPads on arrival and departure by our staff.**
- If changes are made during the day in relation to the person collecting your child, staff must be notified before departure.

Absences

If your child is to be absent please notify Early Learning Centre Reception before 9.00am each day of his absence on 6221 4313, absentees@hutchins.tas.edu.au, or via The Hutchins School App.

Parking

The Early Learning Centre has limited parking spaces for Pre-Kindergarten and Kindergarten parents/carers to quickly escort their children to and from the classroom for signing in and out. These parking spaces are for short drop off and pick up only.

Pre-Kindergarten and Kindergarten parents/carers must leave the car park by 2.45pm; if you wish to chat with other parents/carers, wait for siblings, or meet with your child's teacher, you must park elsewhere after you have collected your child. After 2.45pm this is a busy car park area reserved for school buses and other ELC parents/carers.

Minor illness or injury

Any illness or injury that has occurred with your child should be communicated to staff at drop off time.





What to bring

- Hutchins school bag.
- Spare uniform to be kept at school – all children need to have one set of spare clothes. Hutchins gold polo top, shorts and tracksuit trousers, spare socks and underpants.
- Recess and lunch in a lunch box.
- Drink bottle – water only please.
- Shoes – all children are to have black Velcro runners and gumboots.
- Hutchins overalls.
- Hutchins uniform legionnaire hat (worn in Terms 1 and 4).
- Any security items your child may need.
- Hutchins library bag.

Naming items

Please ensure clothing, drink bottles, lunch boxes and any other personal belongings are **clearly named**.

Increasing days

If parents/carers request an increase in days, it must be done in consultation with the class teacher. The class teacher must make the final decision regarding developmental appropriateness/readiness of that child and ensure class size limits are maintained.

Communication

Hutchins is a busy school community with many things happening throughout the year. EdSmart is the School's official email method to communicate with parents/carers about general notifications and also to remind parents/carers about upcoming events and excursions.

Email forms a significant part of our communication, along with Rory, our school portal. Excursion permission forms are sent via EdSmart. A risk assessment is available for each excursion and can be provided on request.

We also send out a Pre-Kindergarten and Kindergarten Newsletter for each class via email. You will automatically be added to the email list at the start of each year and you may unsubscribe if you wish. Further information will be provided during the first weeks of Term 1.

Parents/carers are encouraged to follow the School's social media channels for latest news and community events.



The Hutchins School App

The Hutchins School App is designed for parents/carers as a one-stop shop to access school information. We encourage you to download the free app to access EdSmart notices, canteen ordering, absence notifications, links to school websites and social media, school contact information, finance details, online payments and much more. The app is available for iPhone, iPad and Android.

Seesaw

In Pre-Kindergarten and Kindergarten, the Seesaw platform is used as a digital portfolio to capture and share unique moments along each individual child's learning journey. You will be provided with a QR code to access your child's profile at the start of Term 1.






Contact details for Kindergarten

Director of Kindergarten and Children's Services
Ms Naomi Pritchard-Tiller
6221 4220

Early Learning Centre Reception
6221 4313
8.00am–4.00pm Monday to Friday

A young child with brown hair, wearing a maroon and black jacket, is sitting on the floor in a playroom. The child's hands are raised, and they appear to be engaged in an activity. In the foreground, the back of an adult's head and shoulders, also wearing a maroon and black jacket, is visible, suggesting the adult is interacting with the child. The background shows wooden play equipment and a colorful environment.

*'The first five years have
so much to do with how
the next 80 turn out'*

- William H Gates Sr (Co-Chairman of *Thrive by Five*)



Health and safety

Sunscreen

Hutchins is a SunSmart school and we provide sunscreen for the children. If you prefer your child to have a particular brand of sunscreen, we are happy to use the sunscreen you provide. If for medical reasons you wish your child to not have sunscreen protection, please inform staff.

Toileting

The Hutchins School understands and acknowledges that while the majority of children enrolling in Pre-Kindergarten and Kindergarten are toilet trained, there will always be a number of children of pre-school age who are not developmentally ready to be fully independent in this respect. Please refer to our Toileting Policy and discuss your individual child's needs with their classroom teacher.

Illness

If your child is unwell and displays any of the following symptoms you will be required to collect them from school as soon as possible: diarrhoea, vomiting, head lice, discharge from eyes or ears or a temperature over 38 degrees.

Infectious diseases

In the case of infectious diseases you will be advised of applicable exclusion times. Please note in most of these cases there is a minimum 24 hour exclusion period.

Medication

If your child requires medication to be administered during the day you will need to complete a medication form, provided by staff, and give the medication to the classroom teacher. Medication will only be administered if it is in its original, labelled container and accompanied by a completed medication form. Non-prescription medication must also be given to the teacher and will only be administered according to the label.

Immunisations

On first enrolling at Hutchins an immunisation certificate (Health Record Booklet) or other proof of immunisation must be produced to the School. All subsequent immunisation information must also be provided.

Allergies, asthma and diabetes

Allergies, asthma and diabetes require an Action Plan from your child's doctor before commencing school. Medication must be in its original container with a chemist's label stating your child's name and dosage and must not be left in your child's bag.







Day-to-day

Morning tea and lunch

Please provide morning tea and lunch for your child each day. Please note, we are unable to reheat food. If you would like your child to have warm lunch from home, we suggest a small thermos.

We encourage families to limit the use of packaging and where possible have reusable packaging where food items need to be wrapped, or reusable containers. Please speak to staff for suggestions on food to pack, or for sustainable wrapping and container options.

Excursions

Excursions are a valuable part of our program providing opportunities for the children to get out and about and explore our wider community. We offer spontaneous trips to nearby Lambert Park to explore local bush land throughout the year as well as a range of excursions further afield based on our units of inquiry.

Birthday celebrations

We are happy to celebrate your child's birthday at school with their friends. Each class has a special ritual to celebrate individual birthdays with their friends.

Please do not send food for birthday treats, as we have a range of allergies and dietary requirements that make sharing food difficult.

We also ask that any party bags be free from single use plastic items such as whistles, bubbles, balloons and glitter.



Rest time

Both 3 and 4 year old children are offered rest. We have quiet time in the afternoons when the children are encouraged to listen to stories or music. They can choose rest and/or relaxation. If you have specific requests regarding sleeping please speak to us.

Stationery

All classroom teaching supplies are ordered and delivered to the School before your child begins the school year. These are included in your child's tuition fees.

Lunch orders

Lunch orders from the School canteen, Roary's Den, are available daily for your convenience. Parents/carers need to order from the canteen online using Flexischools (once set up this can be accessed via The Hutchins School App). ELC and Junior School students do not access the canteen for direct purchasing at break times. Please note that only lunch is available to order and you will still need to provide a morning recess snack. An information sheet about how to set up Flexischools is available from ELC Reception. **Lunch orders must be submitted by 8.30am each day.**



Outside School Hours Care (OSHC)

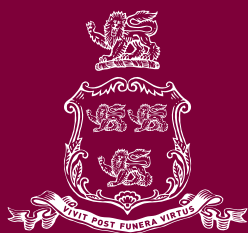
Our Outside School Hours Care is located upstairs in the Early Learning Centre. We cater for boys and girls where buses operate from their school to ours throughout the year, during term time and during Vacation Care. Between the ages of 3 and 12 years, we operate on ratios of one staff member per 10 children for ages 3–5 and one staff member per 15 children for ages 6–12. The service is operated by a team of staff with both qualifications and years of experience in Children’s Services. Our program aims to help children feel our centre is a place where they belong; a place where they can be who they are and become who they want to be.

We offer a range of free play resources, outdoor games and outdoor play spaces for organised games and free play.

We offer cooking, sensory play and creativity as part of our weekly program.

During Vacation Care, we offer a combination of these activities and excursions for 3–12 year olds. Excursions are undertaken as often as possible and form an integral part of the service we offer. We believe holidays should be a time for children to relax, have fun and engage with new and exciting experiences every day. For more information on our OSHC or Vacation Care, please contact Miss Densy McInerney on 03 6221 4212 or oshc@hutchins.tas.edu.au.





HUTCHINS
ESTABLISHED 1846

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Follow us      

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