



# ROCHEDALE STATE SCHOOL

## Prep Transition Guide for Parents



## CONTENTS

	Page
<b>1. WELCOME TO ROCHEDALE STATE SCHOOL</b>	<b>3</b>
School Overview	3
School Mission	3
Contact Details	3
School Term Dates	4
<b>2. TRANSITIONING INTO PREP</b>	<b>5</b>
Getting Your Child Ready for Prep	5
Building Partnerships Between Home and School	5
Building Resilience In Your Child	6
<b>3. STARTING PREP</b>	<b>8</b>
First Day of Prep	8
Prep Daily Schedule	8
Prep Curriculum	9
Prep Uniform	11
Student Lunches	11
<b>4. GENERAL SCHOOL INFORMATION</b>	<b>12</b>
Communication	12
Arrivals and Departures	13
Attendance	13
Absences	14
Illness and Medication	14
Educational Needs	15
Rochedale Outside School Hours Care Association (ROSHCA)	15

## WELCOME TO ROCHEDALE STATE SCHOOL

Welcome to Rochedale State School. We strive for excellence in education. We have a team of highly professional and caring staff who are committed to the provision of a safe, nurturing school environment that supports students to reach their potential and develop into active and productive members of society.

We look forward to providing your child a rewarding year in Prep where they will grow and develop their skills and knowledge through many exciting and challenging learning experiences including:

- listening, responding to and giving directions
- learning how to cooperate with others
- becoming independent thinkers and problem solvers
- understanding and using language to communicate ideas, feelings and needs
- developing literacy, numeracy and inquiry skills through a range of meaningful learning contexts.



At Rochedale State School we believe that the best education occurs when there is a good working partnership between parent, teacher and child. If all three have common goals and aspirations then the child is most likely to be both happy and successful in their school life. I would like to take this opportunity to warmly welcome you to our school.

Melissa Boyle  
Principal

## SCHOOL OVERVIEW

Rochedale was officially opened in 1931 to serve the southern edge of Brisbane City and today our current enrolment exceeds 1000 students from Prep to Year 6. Rochedale continues to explore innovations in learning to ensure the best outcomes for all students.

We are proud to be the first primary state school in Queensland to implement the International Baccalaureate (PYP) framework as the means for delivering the Australian Curriculum. By using this international accredited, pedagogical framework we offer our students a global perspective on learning which we believe connects our students to the real world and helps produce outstanding citizens for the future.

## SCHOOL MISSION

Rochedale State School, as part of the global community, is committed to developing active, compassionate and lifelong learners. Integral to our philosophy is the development of inquiring, knowledgeable and caring young citizens who respect their own and other cultures.

## CONTACT DETAILS

Address	694 Rochedale Road ROCHEDALE QLD 4123
Office telephone	07 3340 8333
Student absence line	07 33408388
Student absence text	0427 890 693
Email	<a href="mailto:admin@rochedalss.eq.edu.au">admin@rochedalss.eq.edu.au</a>
Website	<a href="http://www.rochedalss.eq.edu.au/">www.rochedalss.eq.edu.au/</a>

The **ROCHEDALE STATE SCHOOL PROSPECTUS**, containing further general school information, will be emailed to all new parents later in the year.

**2026 SCHOOL TERM DATES**

Term	Date	Length
Term 1	Tuesday 27 January to Thursday 2 April	10 weeks
Term 2	Monday 20 April to Friday 26 June	10 weeks
Term 3	Monday 13 July to Friday 18 September	10 weeks
Term 4	Tuesday 6 October to Friday 11 December	10 weeks



### GETTING YOUR CHILD READY FOR PREP

Here are some simple steps you can take to help make your child's first time at school more enjoyable and relaxed.

Encourage your child to be independent by helping them get used to:

- putting on and doing up their shoes,
- eating and drinking without help (opening lunchboxes, wrapping and unwrapping school lunches and drinking from drink bottles),
- caring for and putting away play things,
- using a handkerchief or tissue,
- going to the toilet independently,
- using playground equipment safely,
- carrying his or her own bag, and
- identifying his or her own belongings

Work with your child to develop his or her communication skills. Help your child to:

- make his or her own needs known,
- use appropriate greetings, and
- respond verbally when spoken to.

Familiarise your child with the school environment and routine by:

- driving or walking by the school a few times so that the school becomes a familiar place,
- introducing your child to other children in the neighbourhood who will be attending the same school, and
- encouraging your child to understand that teachers and other school staff are at school to help.

### BUILDING PARTNERSHIPS BETWEEN HOME AND SCHOOL

As a parent, you play a vital role in your child's education. By getting involved in the school you can help your child make a smooth and happy start to their education.

You can do this by:

- introducing yourself to your child's teacher,
- sharing relevant information with your child's teacher,
- keeping the teacher informed of any changes that may affect your child,
- talking positively with your child about their day,
- supporting our rules and consequences involved,
- attending parent information sessions,
- reading the school newsletter,
- attending P & C meetings,
- volunteering to attend school excursions or participate in classroom activities.

You can also help your child progress at school by taking these steps at home.

- Take an interest in your child's schooling and value the importance of attending. Ask your child over dinner: 'What new things did you do at school today?' This will show your child that school is important to you, and you are keen to know about the great learning that is happening.
- Read aloud to your child. Reading aloud helps develop the imagination, because it allows listeners to form a picture in their minds. It also helps develop an awareness of the patterns of language.
- Provide a variety of experiences to stimulate your child's imagination — for example, visit the zoo, park or airport.
- Play card games and board games with your child. This helps to develop mathematical, problem-solving, language and social skills such as turn-taking and not always winning.
- Spend time together as a family — activities such as shopping, going to the park or working in the garden build children's awareness and knowledge of the world around them as well as develop language skills.
- Find opportunities to write with your child. This includes making lists for grocery shopping or things to take on trips and writing letters. These opportunities build children's awareness of vocabulary and the importance of reading and writing.
- Sing familiar songs and nursery rhymes together with your child.
- Show respect for your child's natural curiosity. Be patient and try to find the time to answer the many questions they ask or make ways to find answers together.
- Help your child become responsible and independent by encouraging him or her to pass on school notices and newsletters or to pack his or her school bag each day.

## BUILDING RESILIENCE IN YOUR CHILD

One area of your child's development that is a focus for staff at Rochedale is to strengthen our students' resilience. We know that resilient children share four basic skill sets - independence, problem solving, optimism and social connection. You can help us build resilience in your child by remembering these skill sets:

- **Independence** – If they can do it themselves, let them. If they can't yet, let them try. Even something as simple as carrying their own backpack.
- **Problem Solving** – Encourage children to make their own choices and decisions suitable for their age, without intervening. This fosters their decision-making skills and helps them grasp the consequences of their actions. Let them work out the solution, with some guidance from you if necessary.
- **Optimism** – Encourage your child to see the positives even when times are tough. Foster a positive mindset in children by teaching them to view challenges and setbacks as chances for growth. Model optimism in your own behaviour and reactions; for instance, use encouraging language like "I will try my best and learn from it" instead of "I can't do this" to promote positive thinking.
- **Social Connection** – Encourage your child to develop friendships and to be involved in the broader community. Join a sporting, cultural or community group to build skills, make friends, help others and have fun! It is important in life to participate, contribute and connect.

At Rochedale State School, we encourage students to use the High 5 when problem solving social issues. Please feel free to discuss this with your child at home.

Use the **High 5** to solve problems.



**FIRST DAY OF PREP**

Make your child's first day at school more enjoyable and relaxed by being prepared. Please be ready with all your child's belongings on the first day of school. You will need:

- A bag big enough to carry all belongings including their homework folder.
- A library bag to use each week.
- A wide-brimmed school hat needed daily.
- A full set of spare clothes to be kept at school for the term.
- Morning tea and lunch in a named lunch box (see note below re: students with allergies).
- A small separate container filled with a healthy snack i.e. fruit or vegetables for their 'brain break'.
- A water bottle.

All these items need to be marked with your child's name and class so they can be easily returned to your child easily if they are misplaced.

On the day:

- leave plenty of time to get ready,
- make a nutritious breakfast — this is essential for sustained energy and concentration,
- talk through the daily routine — start, lunch and finish times,
- ensure your child is aware of your end-of-day pick-up routine,
- talk through a few simple self-help ideas — for example, asking teachers for help or directions,
- be positive and encouraging about your child's attendance at school,
- assist your child's teacher in setting up routines by leaving the classroom as soon as the bell goes so that learning can commence on time.

Some children become anxious when it is time for parents to leave. Please be reassured that once you have left the classroom, children may be upset for a short time but they will eventually settle into our school routine and have a great first day. If your child is upset and you want to check on them, you are more than welcome to call the school, it is important to ease your mind too.

**PREP DAILY SCHEDULE**

Daily Event	Time	Location
First Bell	8:40am	Students move to their classroom
School starts	8:50am	Classroom
Brain Break	Approx. 9:30am	Classroom
Morning Tea/Play	10:50-11:05am 11:05-11:20am	Prep Eating Area Playground
Middle Session	11:30- 1:00pm	Classroom
Lunch/Play	1:00-1:15pm 1:15-1:45pm	Prep Eating Area Playground
Afternoon Session	1:50-2:50pm	Classroom
End of School Day	2:50pm	Parents to wait in designated area (our Green zone) until bell rings then move to Prep area



Prep hours are from 8:50am – 2:50pm each day. On special occasions there may be altered hours to suit an excursion or event. Prior notice will be given to all parents if this is to occur. Please be punctual when bringing and collecting your child. When a student arrives to school late they can miss important explanations and learning experiences. Remember to visit the office for a late slip if your child is late to school. At the end of the day, students can become worried very quickly if their friends have left Prep and they are still waiting to be collected.

## PREP CURRICULUM

At Rochedale State School, the teaching and learning in our Prep classrooms is strongly founded in active learning through play, investigations and real-life situations. Our students are engaged in hands-on activities, working collaboratively to investigate, create, ponder and learn. We set up our Prep classrooms with home corners, blocks, materials for investigating and creating and digital devices, helping your child to transition smoothly into our school setting.

Our Prep Program is based upon the Australian Curriculum in English, Mathematics, Health & Physical Education, Science, HASS (History and Social Sciences), The Arts and Technologies. The Australian Curriculum sets out the core knowledge, understandings, skills and general capabilities that are important for all students. It identifies what all young people should learn as they progress through schooling, and is the foundation for high quality teaching to meet the needs of all students.

The following Learning areas are taught, assessed and reportable:

**English:** Students will develop knowledge, understanding and skills for listening, reading, viewing, speaking, writing and creating text, including retelling of stories. They will begin to read decodable texts, learning high frequency words, developing knowledge of letters and the sounds they make.

**Mathematics:** Students will make connections between number names, numerals and quantities from 0-20. They will work to fluently count numbers in sequences, continue patterns, sort shapes and compare objects and events. They will represent practical situations that involve quantifying, equal sharing, adding to and taking away from collections of 10.

**Health and Physical Education:** Students will learn about emotions, and personal and social skills to interact respectfully with others. Identifying and demonstrating protective behaviours and help seeking strategies. They identify how rules make play fair and inclusive. They will identify their own strengths and simple actions they can take to keep themselves and their classmates healthy, happy and safe.

Students will learn about fundamental movement skills as they participate in physical activity through a Perceptual Motor Program (PMP). Parent volunteers are encouraged to assist with this program if available. Prep teachers will also engage the students in activities that support the development of their fine and gross motor skills.

**Swimming:** We are fortunate to have a school swimming pool and Prep students attend swimming lessons in Term 4. These lessons are held with our Physical Education teacher and parent volunteers.

All children will be allocated a school sporting House at the time of enrolment. Younger siblings will be allocated the same sporting house as their older siblings who are attending Rochedale SS. This ensures that each school family supports only one school sporting team.

The following Learning areas will be experienced (taught and monitored) and are not reportable for Prep:

**Science:** Students will engage in investigations and make observations safely. With guidance, they represent observations and identify patterns. With guidance, they compare their observations with their predictions. They share questions, predictions, observations and ideas about their experiences with others.

**History and Social Sciences:** Students will investigate their personal worlds, including their personal and family histories and the places they and their families live in and belong to. The emphasis is on the student's own history and their own place. They explore why places are special to them and others and the ways they can care for special places.

**The Arts:** Students will participate in Music, Dance, Drama and Visual Arts programs. Through these programs students will use play, imagination, arts knowledge, processes and/or skills to create and share arts works in different forms. Students will describe experiences, observations, ideas and/or feelings about arts works they encounter at school, home and/or in the community.

**Digital Literacy:** Students will develop familiarity with digital systems and use them for a purpose. They will use simple digital tools to explore tasks and consolidate learning.

Please also note the following:

**Handwriting:** Students learn to write using the Queensland Beginners Alphabet Script. Young children must learn to write in lower case first. Give your child an advantage by providing the correct model when writing his/her name. For example, use a capital letter only for the first letter of their name and not capitals for all the letters - e.g. Kate not KATE. It is easier if your child learns the correct form of the letters rather than something that has to be relearned once they are at school. Below is a copy of the Queensland Beginners Alphabet Script:

*Aa Bb Cc Dd Ee Ff Gg Hh Ii Jj Kk Ll Mm  
Nn Oo Pp Qq Rr Ss Tt Uu Vv Ww Xx Yy Zz*

**Library Borrowing:** Students in Prep visit our school library weekly. Students in Prep may borrow a book for a one-week period and must have a library bag. This library bag is used to protect any books borrowed.

All books must be returned on time and in good condition. If a book becomes overdue, all borrowing rights are suspended until the book is returned. Parents will be asked to pay the replacement cost of any lost or damaged books.

## PREP UNIFORM

We take pride in our appearance at Rochedale State School. Students wear their uniform every day with pride. Our uniform shop is run by our Rochedale State School Parents and Citizen Association. A group of dedicated volunteers working together to provide services to our school and students. Rochedale State School and its community have agreed upon a student dress code policy. Further details on our school uniform dress code policy can be found here: [www.rochedalss.eq.edu.au/facilities/uniform-shop](http://www.rochedalss.eq.edu.au/facilities/uniform-shop)

We are a Sun Smart school and require Prep students to wear a Rochedale wide brimmed hat when outside. Caps are not permitted. We have a No Hat – No Play (in the sun) rule.

It is encouraged that the sports uniform be worn for PMP lessons for ease of movement. Students are encouraged to wear their house colour on sports carnival days, e.g. Athletics or Cross Country.

Jewellery is not permitted; with the exception of a watch, medical alert, plain stud earrings or jewellery required for religious purposes.

## STUDENT LUNCHES

Rochedale State School encourages all children to eat healthy, nutritious foods, foods high in fat and sugars are discouraged. Suitable foods include:

- sandwiches, rice cakes, crackers with meat or salad fillings
- fruit and vegetables (peeled and cut if this is the way your child prefers it)
- cheese, yogurt

A water bottle is also essential for the students to ensure adequate intake of fluids. Please do not send food in tin cans as children may injure themselves when opening the ring-top lid. Thought also needs to be given to plastic wrapping and pre-packaged items as these can be difficult to manage and open. We encourage litter-free lunches.

Each day your child needs a snack for morning tea, a bottle of water and lunch. It is a good idea to point out to your child which food is for morning tea and which is for lunch. This avoids them eating all their food too early.

Please note that from our experience we find children are hungriest at morning tea and tend to want to eat the majority of their food. Prep children do not have access to a fridge to keep lunches cool and it is recommended that a frozen ice pack/brick be packed in lunch boxes to keep food cool and fresh. We have found that frozen fruit drinks are not the best idea as they stop children eating their food. The drink doesn't melt by first break and children spend a lot of time trying to eat these. Ice bricks are the best idea.

**Brain Break** - The children stop for a brain break snack each day at approx. 9.30am. Every day you will be asked to bring in a healthy snack for your child to eat, and place it in the tray. This can be either a piece of fruit (e.g. apple, pear, grapes) or some vegetables (cucumber, capsicum, carrots). This is a quick snack to help the children get through until the 10.50am eating time. We have found in previous years it also encourages children to eat and experiment with different fruits and vegetables.

**Allergies** - Some students at Rochedale State School have severe reactions to nuts or nut products. As this reaction may be life threatening, we kindly ask for your consideration around this when packing lunches for your child.

Some students at Rochedale State School may also have other allergies such as to dairy products, wheat, egg or insects. Students at risk of anaphylaxis may have reactions which require medical intervention.

Children with severe allergies requiring medication such as EpiPens have a plan that is developed in consultation with the child's parents and medical practitioner. This plan must be shared with office staff. Staff are trained in the administration of such devices.

**Tuckshop** - Our tuckshop operates from Monday – Friday and is open for counter sales at both breaks.

Our tuckshop is run by a convenor who relies on the generosity of parents to donate their time to work in the tuckshop. Please contact our convenor on 3340 8313 to volunteer your time - even once per month would be a great help. Unfortunately, due to work place health and safety regulations children are not allowed in the tuckshop.



All orders are placed using on online system.

Click to download Qkr! By Mastercard for [Apple](#) or [Android](#).

**Birthdays** – Children enjoy celebrating birthdays with their classmates and are invited to bring along small cupcakes or other small treats to share. Please make sure that if your child has an allergy that teachers are aware, so there are no reactions from cakes brought from home. If your child does suffer from allergies, you are welcome to send in treats that can be given instead of a cake; these can be stored in the freezer if need be.

## GENERAL SCHOOL INFORMATION

Our [ROCHEDALE STATE SCHOOL PROSPECTUS](#), containing further general school information, will be emailed to all new parents later in the year.

## COMMUNICATION

If you have a concern or query, please consult your child's teacher in the first instance. If you require clarification or need further assistance, please contact the school office and make an appointment with one of our administration team. Please note that our school operates on a 48 hour response time to parent contacts.

Parents are requested not to approach any student directly. All concerns and issues must be reported to school staff, and will be managed following school processes.

It is important that the school has up-to-date contact details for parents / guardians, and for alternative emergency contacts in case you are unavailable. If any of your details or circumstances change, please contact the school.

We also offer communication through:

- Rochedale State School Prospectus
- School website
- School emails
- Parent-Teacher Interviews (Term 1 and 3)
- Report Cards (Terms 2 and 4)

## ARRIVALS AND DEPARTURES

Prep parents can either drop their child to their classroom from 8:40am or if dropping them off earlier, access Rochedale Outside School Hours Care. At 8:40am, children are walked to their classroom, where their teacher is waiting. Parents are requested to wait in the 'Green Zone' (a designated waiting area in the school grounds marked by a green line) until the 8.40am school bell and then walk their child to class.

At 2:50pm, students in Prep are to be collected from the Prep precinct by their parent/carer or a responsible adult known to the teacher. If at any time you arrange for someone else to collect your child, please inform their teacher of the arrangement. Parents to wait in the 'Green Zone' until the 2:50pm bells rings then move to the Prep precinct to collect their child.

Please endeavour to arrive to school on time, as learning starts from the moment our students walk into their classrooms! If your child does arrive later to school (after 8:50am), please go to the office where a late slip will be issued. This ensures that our roll-marking is accurate, so that your child is marked as being at school for the day.

A little bit late to school might not seem important, however...			
When your child misses just...	That equals...	Which is....	So, from Prep to Year 12 that equals...
10 minutes per day	50 minutes per week	Nearly 1½ weeks each year	Nearly ½ a year of learning missed.
20 minutes per day	1 hour 40 minutes per week	Over 2½ weeks each year	Nearly 1 year of learning missed.
Half an hour per day	Half a day per week	Four weeks each year	Almost 1½ years of learning missed.
One hour per day	One day per week	Eight weeks each year	Over 2½ years of learning missed.

## ATTENDANCE

Every day counts in Prep because:

- regular attendance lets our children make the most of their important first year of school,
- Prep lays the foundation for literacy and numeracy,
- every day of learning will improve children's reading, writing and maths,
- daily attendance builds a positive approach to learning, and
- being at school every day strengthens your child's independence and confidence.



<h2 style="text-align: center;">Every day counts!</h2> <h3 style="text-align: center;">A day here or there might not seem like much, however...</h3>			
When your child misses just...	That equals...	Which is....	So, from Prep to Year 12 that equals...
1 day each fortnight	20 days per year	4 weeks every year	Nearly 1½ years of learning missed.
1 day a week	40 days per year	8 weeks every year	More than 2½ years of learning missed.
2 days a week	80 days per year	16 weeks every year	Over 5 years of learning missed.
3 days a week	120 days per year	24 weeks every year	Almost 8 years of learning missed.

## ABSENCE

If your child is unwell, please call the **school absence line on 3340 8388**. We believe that every school day counts. Prep is the first year of formal schooling and any prolonged or frequently unexplained absences will be investigated.

If your child needs to be absent from school for an extended period, please inform the school in advance so we can help your child to prepare for the absence.

## ILLNESS AND MEDICATION

Illness and medication procedures for Prep children are outlined in the Rochedale State School Prospectus. When you fill out the school enrolment form and questionnaire you will be asked about any allergies or medical conditions your child may have. It is vital you keep us updated on any medical condition your child has so that we can care for them appropriately. Please inform us immediately of any changes to your personal details so we can update our records, ensuring we have immediate access to you or another carer.

If your child should become sick, the Office staff will notify you first. If this fails, we will notify a nominated emergency contact person to collect the child. In case of minor illnesses, please use discretion when deciding whether or not to send your child. A child who is unwell will not enjoy or benefit from school and may spread the illness to others. Children with infectious diseases must be excluded from the school for specified times. Please refer to the Queensland Health Time Out Poster for details around these exclusion periods.

[https://www.health.qld.gov.au/\\_data/assets/pdf\\_file/0022/426820/timeout\\_poster.pdf](https://www.health.qld.gov.au/_data/assets/pdf_file/0022/426820/timeout_poster.pdf).

Medication will only be administered if it is prescribed by a doctor and all details of dosage and times are stated clearly on the labels. Any medication given to any child is recorded. Only Office staff will administer medication, not the class teacher. If your child requires medication at school please see Office staff to complete paperwork giving permission to administer medication. This paperwork must be completed and signed by a parent.

## EDUCATIONAL NEEDS

As a school community we value student diversity and respect individual learning differences. A whole-school (team) approach is adopted to provide quality differentiated teaching practice that is responsive to the needs of all students to ensure the best holistic growth.

Our Student Support Services team includes the following staff:

- Guidance Officer
- Speech Language Pathologist
- Chaplain
- Inclusion Teachers
- Advisory Visiting Teachers – Hearing Impairment, Vision Impairment, Physical Impairment, by request.

Students may be referred to these services by teachers, administrators or by parent request during the year. N.B. Parent request may not result in the service provision. This decision is made collaboratively with the school team.

Please be supportive if your child's teacher approaches you about these services as we are aiming to ensure that your child is learning and achieving success.

## ROCHEDALE OUTSIDE SCHOOL HOURS CARE ASSOCIATION (ROSHCA)

Our ROSHCA centre is situated within the grounds of the school and provides quality care for children – before school, after school, school holidays and on pupil-free days.

Out of School Hours Care is provided through the Rochedale State School Out of School Hours Care (ROSCHA) program. The program is operated by the P&C of the school.

The program runs each day from 6.00am in the morning and until 6.00pm in the afternoon. The program also offers Vacation Care. Please note, Vacation Care for our new Preps is available approximately 2 weeks prior to the beginning of the school year. ROSHCA will release this start date in Term 4.

### **Rochedale Outside School Hours Care (ROSHCA)**

Phone: 07 3841 1943  
Mobile: 0419 490 297  
Email: roshca@rochedalesspandc.com.au

### **Operating Hours**

Office Hours: 8.00am – 3.30pm

Program Hours: 6:00am – 8:40am and 2:50pm – 6:00pm on school days.  
6:30am – 6:00pm on designated Student Free Days  
6:30am – 6:00pm on school holidays.

Please note that the ROSHCA centre closes for two weeks during the Christmas / New Year period each year and is closed for public holidays

**We look forward to building a positive relationship with your child and family and hope their primary schooling is challenging, fun and rewarding.**