Welcome to the
Perth Waldorf School

Kindergarten Handbook

“Receive the child in reverence
Educate him in love
Let him go forth in freedom”

Rudolf Steiner

Updated 2016
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WELCOME TO THE PERTH WALDORF SCHOOL

This handbook has been compiled to answer some of your questions and to help make the transition into the school a smooth and pleasant one.

We strongly recommend that you keep the handbook handy as there may be times throughout the year when you may need to refer to it.

Now that you have chosen this educational setting for your child, we as a staff wish to lovingly support your family in sharing the responsibility for the care of your child. Once your child comes to know us and is secure about your return he or she will begin to feel relaxed and then, out of their own initiative, begin to play. We want the separation of you and your child to be a positive and trusting experience.

When the kindergarten experience is in harmony with the family life of the child, we know it can make an important contribution as a positive step on a child’s life pathway - out of a loving family into the welcoming wider world.

All the children in Kindergarten participate in a play based curriculum with a strong emphasis on rhythm. Learning is through imitation rather than direction. We support a gradual transition between home and school life. The children begin 4 year old kindy with 2 sessions per week. When they reach 5 year old kindy, they attend 5 morning sessions building up to 5 full days by the time they are 6 years old.

We strive to create a nurturing environment, with careful thought given to every aspect of physical and human influence because we believe that every impression of the early years has the potential to be the foundation for future health and well being.
School Hours

Our Kindergarten is open Monday to Friday during school terms.

Kindy 4 Hours
4 year olds attend 2 sessions per week
Kindy 4 A    Tuesday and Wednesday    8.45am to 11.45am
Kindy 4 B    Tuesday and Wednesday    12.15am to 3.15pm
Kindy 4 C    Thursday and Friday      8.45am to 11.45am

Kindy 5 Hours
5 year olds attend 5 morning sessions per week from 8.50am to 12.00pm.

Kindy 6 Hours
6 year olds attend 5 full days from 8.50am to 2.50pm on Monday, Tuesday, Wednesday and Friday and 8.50 to 2.15 on Thursdays.

On Thursdays the school day finishes at 2.15pm. Please arrange to have your child picked up promptly so that teachers can attend their Faculty meeting on this day.

If a person, other than the parent or guardian, is to pick up a child your child’s teacher must be informed of this in writing.

If at any time you feel your child is feeling too tired to attend kindy, especially towards the end of the week, please discuss this with your class teacher.

Office Hours

School Term - Monday to Friday 8.00am – 3.30pm
              Thursday    8.00am – 3.00pm
School Holidays - Monday to Friday 9.00am – 3.00pm

Contact Details

Phone: 08 9417 3638
Fax: 08 9417 5354
Email: pws@pws.wa.edu.au
Postal Address: PO Box 1247
               BIBRA LAKE 6965
Website: www.pws.wa.edu.au
Communication and Involvement

Please always feel welcome to communicate any anxiety that may arise. We will commit ourselves to always making time for the important task of communication with our children’s families.

College of Teachers

The College of Teachers is the group of Teachers, Faculty Coordinators and the Administrator who meet together weekly to hold and support the work of the school. They aim to uphold the strength and standard of our pedagogy, and maintain the healthy ethos of the whole school community.

Community members can contact the College of Teachers via email, mail or by leaving a message at the front office.

Parent Involvement

Parent involvement is essential for the healthy functioning of our school. Help is needed for individual class projects, fundraising, cleaning and maintenance. Parent Work Days are a necessary part of our playground construction and maintenance programme and are held regularly during the year.

Ongoing parent education is offered to gain a deeper understanding of our curriculum.

Parents may also choose to become involved in the Parent Association, School Council or one of the various working committees.

Family Participation Scheme

Parent involvement is essential for the healthy functioning of our school. The main aim of the FPS is to allow families to volunteer their time to support the school and keep costs down. Each family may choose to volunteer 10 hours per semester (two terms) or pay $100.

There are many ways to volunteer – baking a cake, making a play costume, working in the garden & at Busy Bees, helping in the classroom or attending a camp, sitting on committees (P&F, Master Planning etc) or running fundraising events. The list is endless!

Families will be asked to sign off on their voluntary activity and add to a skills register in a file in the office. At the end of each semester, families that have not signed off will be billed $100.
**Parents and Friends Association**

The role of the P&F Association is to support the school through fundraising and community building. Meetings currently take place monthly—dates and times are published in the school newsletter.

**Please Note:** All fundraising is organised by the P&F. Any classes who wish to undertake further fundraising must seek prior approval from CoT who will liaise with the P & F.

**Class Representatives**

Your child’s kindergarten teacher will ask individual parents to be the Class Representative. Class Representatives support the teacher in various kindergarten community activities. They also provide a communication link between the parents, the teacher and the school body.

**Parent Nights**

Once a term the Kindergarten will have a Parent Night. These evenings are important information sharing and social opportunities. It is a time to discuss the activities and developments of the class as well as meet together as a group.

Teachers will offer parents an opportunity to learn more about Waldorf Education. We invite you to suggest particular topics for discussion. We anticipate your participation and encourage your apologies if you are unable to attend.

**Messages**

Once the children have started to arrive, the session has begun and the teacher’s time is devoted to the children and helping to set the tone for the day.

We ask that you help set this tone by refraining from talking to other adults whilst in the room. If there is an important message, write a note in the message book outside the classroom. Teachers are available for appointments and home visits.

Messages from the teacher are often sent home via a class letter, the parent Pabulum or a notice posted on the door. It is a responsibility of all car-pool drivers to pass on these messages.

**Community Support Officers**

We have community support officers and their role is to enable more communication and support regarding school events and activities as they apply to the parent community. The CSO’s also provide support and information about the school to new parents, Class Carers and organise parent education. Staff names and who to contact are published in the pabulum at the beginning of the year.
**Extra Lesson**

The PWS employs an Extra Lesson specialist to work in the kindergarten and lower primary school. The children are observed in K4 in the kindergarten setting and recommendations given to the teacher and parents where necessary. The 5 and 6 year olds are observed in the kindergarten and children who may benefit from Extra Lesson or alternative therapies are considered. Some children may have the opportunity to receive Extra Lesson during the kindergarten day.

Prior to entering Class 1, children in K6, participate in a Class One Readiness Assessment. This is conducted by the Kindergarten Teacher and Extra Lesson specialist. Recommendations are then provided to the kindergarten teacher/ Faculty, class one teacher and the parents where appropriate.

**What to bring**

Please note, all items such as school bags, hats, jumpers and shoes must be permanently marked with an easily recognizable surname and/or embroidered motif.

**All children need to bring:**

- One box of tissues
- 1-2 pieces of fruit/vegetable each day.
- Inside shoes (K5 & 6 children only)—the school will provide special soft-soled slip on inside shoes for each child. During the year these shoes may be exchanged for larger shoes as feet grow. The cost of these shoes is included in the Year Level Charge invoiced to your account at the beginning of each year. The shoes remain the property of the Perth Waldorf School.
- Hat — rainbow colours, no logos, preferably legionnaire design with neck and ear protection. Hats must be left at school.
  Kindy 4 – Hats are supplied by Kindy
  Kindy5/6 – Hats are supplied by parents
- Flowers when possible.
- Plain raincoat and gumboots to be left at school during term 2 & 3 if possible. Please label carefully.
  Kindy 4 – Raincoats are supplied by Kindy
- Change of clothes in a plastic bag where necessary

**Six year olds will also need:**

- A nutritious lunch—no sweets, chips or sweet drinks please.
- Bathers, towel and extra T-shirt on hot days in an extra cloth bag
**Lunches for 6 year olds**

*KINDERGARTEN RECOMMENDS THAT KINDY CHILDREN DO NOT BUY LUNCH FROM THE CANTEEN*

Teachers and parents are conscious of the importance of healthy, wholesome foods for their children. In the classroom young children can become envious of other children’s lunches. For these reasons, we ask parents not to send biscuits, cakes, puddings (eg: chocolate yoghurt) or chips.

Children are not allowed to swap and share lunches. If parents wish to send something special for all the children to share, they may speak with the teacher.

In the interest of our environment and recycling, we ask that lunches be packed in re-useable containers. Please refrain from using mini fruit and yoghurt packs and small drink cartons. These items can be purchased in larger quantities in re-useable containers.

**Attendance**

Regular, punctual attendance gives the children security and rhythm. Please think carefully when arranging holidays or absences from school to minimise the disruption in your child’s education. Please give advance notice of any planned absences.

**Absenteeism**

We need parents to call the office, leaving a brief message informing us that your child will be away.

**Pick-Up Times** *(see also Thursday Early Closing below)*

When you are picking your child up you may wait outside the classroom. Please support the end of the teaching day, by not creating a distraction for the children.

**Thursday Early Closing**

Classes for Kindy 6 children finish at 2.15pm on Thursdays due to staff meetings.
Excursions

An excursion is a learning or related activity which is conducted away from the school site and;
1. is arranged by the school,
2. conducted or managed by a member of the teaching staff of the school, and
3. has gained the appropriate approval from the Faculty Coordinator.

Parents and guardians will be provided with details of the excursion in writing and will be required to provide their written consent for the participation of their children.

Activities which do not comply with the above, are privately arranged activities and the school does not accept any responsibility whatsoever for the conduct of these activities.

Parking

Parking within school grounds is restricted

Please park outside the school grounds (either in the Adventure World or Bibra Lake car park areas) and walk your children into the school. The bottom shelter (close to the admin office) is provided for those who are involved in car pooling primary aged children and for Kindy/playgroup parents doing drop off and pick ups. Please note that parking on the grass verge outside school grounds may incur a fine from the Cockburn City Council.

In the event of Festivals, Open Days, etc, please ensure you do not park on the grass verge outside the Gallery Restaurant or the Bungee West drive way in Gwilliam Drive. This is a special request from our neighbours.
**Visiting**

You are welcome to arrange via prior appointment a day to be with your child at kindergarten. We would invite you to join us in our work of the day and be part of the adult life around the children. We always welcome gardeners, window cleaners, sanders as well as people who can sew and mend! It can be a good opportunity to observe your child at play in their social setting and for you to see the children who are your child's playmates.

**Please DO NOT discuss with other parents** what you have observed about their child or other children. You have had only a glimpse and without knowledge of what has occurred before and what develops after, there may be misinterpretations and unnecessary anxiety. Please feel free to discuss your observations and questions with the teacher.

We do ask you to always respect our play session as you would respect children at work in a classroom. If you need to talk to another parent please don’t stand in the doorway, but take a seat in the garden. And in speaking with us be aware that a long adult discussion may need a special time.

We would like to visit your child at home, if you would like to invite any one of us, we would make the visit short and informal. It would be a special time for your child to feel that home and school are connected parts of their world.

During each term we invite parents to come with their children for a special festival celebration.

If you wish to meet with your teacher to discuss anything please make a prior appointment.

**Support the Kindergarten**

We warmly welcome and appreciate any offer of help that enriches our daily programme. It seems every year that someone is able to spare us some time in their own particular area of expertise. Our garden is as beautiful as it is because many parents have made able and loving contributions over the years. Offers of help in our garden will be warmly welcomed. The building itself was originally made with the help on many willing parents.

We do have quite a lot of washing during each term and of course the load is lessened when it is shared. We may ask you to take and wash some cloths, usually in the last week of term. Please take care in returning these (we seem to lose lots whenever they go home) and please wash them in sets of colours.

We enjoy sharing any home grown food that the children wish to bring. We like to make preserves at kindergarten as a special part of our programme, so keep us in mind when you have a tree of ripened fruit.
Festivals

Festivals are an important part of our Programme

Through the celebration of Festivals we are given wonderful opportunities to come together as a community. For example each of the four seasons offers us reason for meaningful celebration with our children. Also, at Christmas, Easter and Birthdays, through the use of symbols, music and traditional food shared together, we take the opportunity to build a quiet and reverent space in otherwise busy lives.

Each of the Festivals has its own atmosphere but common to all is the celebration of the gift of life and the earth’s gifts to us all. Each celebration has space for wonder, gratitude and joyful participation. Notice of coming Festivals will be via the class teacher and the school newsletter “The Pabulum”.
Birthdays

Birthday celebrations are important days in the Kindergarten. The teacher will arrange a special celebration - a story, a song, a present and a cake. Parents, siblings and extended family will be invited to come along. Your teacher may either request you bring a cake or the ingredients for the children to make one. Please confirm arrangements with your teacher three to four days before the birthday.

This is a verse of anticipation you may wish to say with your child on the day before their birthday.

“When I have said my evening prayer,
And my clothes are folded on the chair,
And mother switches off the light,
I’ll still be five years old tonight.

But, from the very break of day,
Before the children rise and play,
Before the greenness turns to gold,
Tomorrow, I’ll be six years old.

Six kisses when I wake, six candles on my cake.”

(From the book “Family, Festivals and Food”)
School Clothing

It is important to dress your child in manageable clothing. We will be patient with growing skills such as tying shoe laces and long sleeves that are hard to turn the right way out. We need to remind ourselves to give children extra time to take care of their clothing.

You may send spare clothes in a small cloth bag. These can be kept in your child’s cubby hole or bag for emergencies. If not, we have quite a famous box of our own spare clothes. If your child needs to use any of our spares, please wash them and return them promptly. It is our aim to always encourage the children to manage their clothes independently, and for them always to be suitably and comfortably dressed.

A lot of today’s clothing is emblazoned with slogans, please make sure your child has plain clothes so that our kindergarten environment is free of advertising.

**Winter** - Rain gear (boots, coat) is required and is recommended to be left at school in an appropriate place. (See Teacher) (Kindy 4 raingear supplied by kindy)

**Summer** - Hats which give adequate protection are necessary for Terms I and IV at least. The school rule of “No hat, No play” will be enforced. Parents are expected to apply sunscreen to their child at home.

**Clothes** are to be plain coloured, without any printing, advertising, logos, pictures or caricatures. Colours of the rainbow are recommended. Fluorescent and predominantly black colours are not suitable.

**Footwear** - Children are to wear sturdy, protective shoes at all times at school (unless at a teacher’s instruction) including coming to and departing from school. Inside shoes are to be worn at the discretion of the Kindergarten teacher. Thongs and reef/surf sandals are not permitted.

*PLEASE ENSURE ALL CLOTHING IS CLEARLY LABELLED.*

**Make up and fashion accessories** such as rings, necklaces, bracelets, earrings (with the exception of studs or sleepers) are not to be worn.

**Colour**

*Your child’s clothing as well as ours is a colourful part of the Kindergarten environment for us all.*

Our room is painted a soft pink and the walls are left quite free so that the children can experience the nurturing surround of that colour. We believe that an uncluttered environment assists inner peace, in being pleasing for the eye. We look to the rainbow for colour inspiration, for the dreamy state of childhood.
**Toys**

Parents are asked not to encourage children to bring toys and/or precious possessions from home. These items are often lost, broken or misused by other children, much to the disappointment of the owner. If toys do manage to come in they will be “put to bed in the home basket” and returned at the end of the session.

From time to time children get new pets, and they wish to show them to the class (eg: rabbits, guinea pigs). Please make arrangements with the teacher beforehand.

**Sun Protection Policy**

Exposure to ultraviolet radiation has documented health risks. Teachers are committed to minimising these dangers by following these guidelines:

- During summer months children not wearing hats will stay inside or play on the covered verandah.
- Children will be encouraged to play in the protection of shade.
- Teachers will request clothing protection on shoulders and arms when necessary.

Parents are expected to apply sunscreen to your child at home before coming to Kindergarten.

**Health / Illness**

It is essential that parents keep contact details and health records up to date via the office. In addition, teachers should be notified of the following:

- Special diet or allergy problems
- Medications
- Emergency phone numbers
- Any illness, accident or trauma at home.

If your child becomes ill at school, we will contact you as soon as possible to arrange for your child to go home (see also policies on illness).

Free routine health and dental check ups are provided for children at our school. Forms will be sent home for parents to complete at various times of the year.

Children with rashes and school sores (impetigo) are, most of the time infectious. This means that other children and staff in contact with the affected child could contract the rash or skin infection.

The most common causes of a rash are measles, German measles and chicken pox. These illnesses are highly contagious. The school recommends that parents of children with rashes and skin infections, particularly measles, consult their GP for a diagnosis and treatment and to find out if the child should be excluded from school and, if so, for how long.

The school respects the parents freedom to decide for or against immunisation.
The school office and the class teacher must be notified immediately of any positive diagnosis of a childhood illness.

The teachers have the right to refuse a sick child attendance at school. The young child often appears “well” after an illness, however, the body still needs full recovery time. Please consider this when making your decision to return your child to Kindergarten.

**Head Lice**

The problem of head lice in the school can easily get out of control if left unchecked. It is each parent’s responsibility to regularly check their child’s head and treat as necessary. Regular classroom checks are held throughout the school year. If possible, parents will be notified in advance and the procedure will be as follows:

- All children’s hair will be checked by parent volunteers.
- If live lice or an abundance of eggs are found, the child’s parents will be notified via a note sent home.
- Parents are expected to treat the head lice and/or eggs. Children are to be kept at home until this treatment has commenced.
- Upon return to school the parent must give a completed form to the class teacher confirming that treatment has commenced.

**First Aid Policy**

Teachers are expected to attend to children with simple first aid needs (eg: cuts, bruises, mild headaches, splinters, etc). Each teacher has access to a first aid box. For more serious injuries, children may be taken to the office where they can receive more help.

Staff will use homeopathic remedies and products for first aid unless advised by parents otherwise.

Should a child be brought to the office the admin staff will assess the symptoms presented and apply the appropriate first aid. (Most of the admin staff have current first aid certificates).

Should this person feel it is necessary the parent will be contacted and advised of the injury and presenting symptoms. Depending on the severity of the situation parents may be asked to collect the child.

**Because of safety and legal issues, under no circumstances will school staff transport a sick or injured child. In the first instance we will try to contact the parents/guardian to come and collect the child and take them to a doctor or hospital. If parents are unavailable and the situation is considered to be life threatening, we will call an ambulance to collect the child.**

*(Parents to cover any costs incurred)*
If the situation is not life threatening and the parents are unavailable, staff will try to contact any emergency contacts we have been given for that child. If the emergency contacts are also not available, and the child is in need of medical attention, we will phone an ambulance to collect the child and take him/her to hospital.

As the cost of ambulance transportation is the parents’ responsibility it is strongly recommended that parents consider gaining ambulance insurance cover for their child.

**Administration of Medication**

Where possible student medication should be administered by parents at home at times other than during school hours. If the Administrator of the school is to approve of school staff administering or supervising the administration of medication to a student, then the following requirements must be met.

No medication will be administered without the appropriate permission forms completed. The doctor prescribing the drug must be aware that the school will supervise or carry out administration of medication on the instructions provided. It is therefore necessary that the doctor provide instructions as per form titled ‘Medication Instructions From Prescribing Doctor’ (available from school office). These instructions are a mandatory requirement and are necessary when school staff are to administer the drug, supervise the administration of the drug, or monitor the student after drug administration. For non prescribed drugs (ie: over the counter medication) parents must complete a ‘Student Medication Request’ form (available at school office).

Drugs for administration should be delivered to the school into the care of the class teacher or an office staff member. The school will store the drugs in a secure place. All drugs should be contained in **PROPERLY LABELLED CONTAINERS SHOWING THE NAME OF THE DRUG, THE NAME OF THE STUDENT, THE STUDENT’S CLASS, THE APPROPRIATE DOSE, FREQUENCY AND THE EXPIRY DATE OF THE MEDICATION.**
Media

Waldorf Educators are philosophically opposed to young children being exposed to television, video, cinema, audio-cassette and computer games.

Whilst not intending to discredit all aspects of this type of media, it must be stated clearly that exposing children to such media is incompatible and counterproductive to the aims and methods of our education. It is developmentally inappropriate for the following reasons:

- Until the age of nine, children live very much in the world of imitation and imagination and cannot clearly distinguish between fantasy and reality. They learn about the world best through play and direct experience.

- Everything in a child’s environment has an effect (positive and/or negative) on the development of the physical organs and therefore affects their health in later life.

- However, their thinking is characteristically a combination of a practical and imaginary nature and they are unable to interpret so-phisticated techniques used by various forms of media.

It is only with the natural awakening of abstract thinking at approximately 14 years that children are able to analyse and critically view the media with guidance.

Premature awakening of the abstract thinking draws life forces away from their work on the bodily nature of the child and creates disharmony in the soul life. It must be noted that regardless of one’s age there are physical, psychological and social stresses brought about by indiscriminate use of the media.

Ideally a total ban is of the most benefit for your Kindergarten child’s development and education. We recognise parents do find this difficult, however, in the light of the above statements, we recommend the following guidelines:

- Under the age of 9 years children need to be nourished by the natural human voice in conversation, story, song and verse. Children under 9 years should not to watch television, videos and cinema, or play computer/video games.

- Children between 9 and 11 may watch suitable programmes during holidays, but should refrain from computer/video games.

- Children 11 onwards may watch suitable programmes during holidays, Fridays and Saturdays. No computer/video games.
Discipline in the Kindergarten

In the Kindergarten the teachers are able to maintain a healthy atmosphere by giving children the security of a set routine and an ordered environment. Unwanted behaviour is modified by reinforcing positive examples of expected behaviour. For example, a child is sitting at morning fruit table banging the fruit bowl. The teacher moves closer to where the child is sitting and, using another child’s name, states “Johnny is sitting quietly with his bowl ready for fruit”.

We try to offer children alternative choices if they are engaged in noisy or destructive play ... “You may choose a quiet activity now— drawing, sanding wood or doing a puzzle”. We may also find creative ways of redirecting noisy truck needs to go to the garage because it’s engine needs to be fixed!

We try and work with the developmental stages of childhood and understand that aggressive behaviour often occurs because children react immediately to situations. They do not always have the language skills to deal with their frustration. We remind the children to use their words rather than their hands and come to the teacher if they need help sorting out a situation.

These classroom practices help prevent negative situations developing further. However, when there is persistent misbehaviour or a serious offence, the following steps will be taken. Kindergarten Teachers will deal with any extreme behaviour. Parents need to be aware that a teacher may send a child home on any day when a child is acting out of character, is unwell, disruptive and/or antagonistic to other children.
**Step 1**
If behaviour is extreme or inappropriate, the child’s parents, as well as Kindergarten Faculty and/or College, will be informed and involved in some of the following steps, whichever may be appropriate or necessary.

- Parent interview.
- Discussion with other Kindergarten teachers about the child.
- Teacher observes child and notes observations in writing.
- Another teacher observes child.
- Child assessed for possible contributing factors such as hearing, speech or vision problems. Assessments could include extra lesson, paediatric assessment, or an educational consultant.

**Step 2**
From the above, specific recommendations for remedial steps and expectations of behaviour change will be made. Parental support is vital.

**Step 3**
If the above action fails to resolve the problem, or there is any single incident of the following behaviours, then Step 4 of the discipline policy will be implemented.

- Intimidation of another child
- Repeated or extreme acts of aggression
- Deliberate disobedience, lack of respect or persistent bad manners
- Leaving the Kindergarten grounds
- Destruction or vandalising of school property
- Unreasonable and significant escalation of violence
- Repeated or extreme crude behaviour or offensive language

**Step 4**
Parent will be contacted to take their child home immediately, or the child will be suspended temporarily and returned to school on probation after a parent interview.

If a child reaches Step 4 of the Discipline Policy repeatedly in the school year, the school reserves the right to cancel the child’s enrolment.
GRIEVANCE POLICIES - PARENT CONCERNS AND COMPLAINTS

Introduction

The Perth Waldorf School is committed to resolving concern of parents. The matters that are raised by parents will be followed up promptly. The education or our children is enhanced if the school has good communication between parents and staff. To assist this, teachers wish to know of parental concerns for their children as early as possible.

When parents raise concerns, confidentiality is upheld and the steps below will involve only those people who are absolutely necessary to resolve the concern.

Your complaint will be dealt with fairly, efficiently and promptly.

Confidentiality

Parents are requested to respect confidentiality in dealing with issues of concern and therefore refrain from discussing issues of concern with other members of the school community until the matter has been resolved.

Privacy Policy

The School is bound by the National Privacy Principles contained in the Commonwealth Privacy Act. If you would like a copy of the school’s Privacy Policy please ask at Reception.

Bullying Policy

The school have a bullying policy which is available from the school office.
School Governance

Perth Waldorf School is governed under the Constitution of The Perth Waldorf School Association Incorporated. The constitution outlines the structures and processes to be followed by the school.

The governing body of the school is the School Council. The council is elected at the annual AGM usually held in April. All members of the association are eligible to attend the AGM and nominate to be on the council.

The Council meets on a monthly basis during term time and any member of the school community can request an invitation to attend to speak on a matter of concern or alternatively write to the council to have a matter discussed. The Council follows the Grievance procedure of the school and therefore it is expected matters of concern have been dealt with according to the Grievance procedure before coming to council.

The School Administrator is appointed by the Council to oversee the proper day to day running of the school.

The College of Teachers works with the administrator and other management staff to ensure the school provides a high quality education based on the insights of Rudolf Steiner.

Perth Waldorf School is registered by the West Australian state government. As part of the registration process, regular reviews of the school are conducted by the Department of Education Services.

The school meets the requirements of both State and Federal regulations in terms of curriculum, finances, school policies and governance.
Fees

All fees help us develop our school and the programmes we offer to the children.

All fees are due on or before the second Friday of each term, unless prior arrangements have been made with the Finance Manager. The School reserves the right to change administration and debt collection costs for all late payments.

Late Payment of fees

Parents/Guardians who are unable to pay fees by the due date must notify the Finance Manager. A late payment fee of $25.00 per term is charged on accounts, which have not been paid in full by the due date and do not have an approved fee payment arrangement.

The school reserves the right to deny entry to any child into the next term if fees are outstanding.

Notice of Withdrawal

Notice, in writing, of at least one full term in advance must be given prior to the withdrawal of a student. In default, one term’s tuition fee is payable. Notice of withdrawal should be given in writing to the School Administrator.

It is also good practice to first notify your child’s class teacher of your intention to withdraw.

If a child is withdrawn part way through a term full fees are payable for that term. No refunds or credits will be given for any unused portion of any term.

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Updated Contact Details

It is vital that we always have your current contact details, your child/ren’s current health/medical information and details regarding custody and access arrangements, on file. Please keep us informed, in writing, of any changes that may occur within your family. Change of details forms are available at reception.
We wish you happy and memorable Kindergarten years with your child

“If a child has been able to play,
To give up their whole living being to the world around them,
They will be able in the serious tasks of later life,
To devote themselves with confidence and power
To the service of the world”

Rudolf Steiner