

ROCHEDALE SOUTH STATE SCHOOL



Prep Handbook 2026

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ROCHEDALE SOUTH STATE SCHOOL

15-37 Wendron St, Rochedale South 4123

Principal:	Stacey Wood
Deputy Principal:	Alice Harvey (P-2 Monday - Wednesday)
Deputy Principal:	Jennifer Bampton (P-2 Thursday & Friday)
Deputy Principal:	Craig Charles (3-6)
Phone:	3340 0777
Email:	admin@rochedalesouthss.eq.edu.au
Website:	https://rochedalesouthss.eq.edu.au
Facebook:	https://www.facebook.com/RochedaleSouthSS/
P and C Meetings:	2 nd last Monday of every month within term
School Assembly:	Generally, every 2 nd Tuesday 2:20pm-3:00pm in the PAC
Uniform Shop:	Mondays 8:30am-9:15am or purchased via Flexischools app by 8:30am
School Tuckshop:	Tuesday to Friday – orders placed before school and both breaks at the counter or ordered through Flexischool app
School Newsletter:	Twice a term sent via email through the SZapp
School Hours:	8:55am – 3:00pm

Term Dates 2026

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

*Pupil Free Day Friday 4 September 2026

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DEPUTY PRINCIPAL P-2 WELCOME

Welcome to Rochedale South

I'm delighted to extend a warm and heartfelt welcome to you and your child as they embark on their exciting journey into their first year of schooling. I understand that this is a significant milestone in your child's life, and we are committed to ensuring a nurturing and enriching environment for their growth and development.

At RSSS, we believe that each child is unique and possesses immense potential waiting to be unleashed. Our dedicated team of educators is passionate about creating a safe and stimulating atmosphere where every student can thrive academically, emotionally, and socially.

As parents, you play a vital role in your child's education, and we encourage you to be actively involved in their learning journey. We value open communication between school and home, and our doors are always open for discussions, feedback, or any concerns you may have.

Throughout the school year, we have a well-rounded curriculum that encompasses not only academic excellence but also fosters creativity, critical thinking, and empathy. Our students will have access to a variety of activities and experiences designed to broaden their horizons, develop their interests, and nurture their individual talents.

I encourage you to prepare your child for this new journey by instilling a positive attitude towards learning, establishing daily routines, and fostering a love for reading and discovery.

Please ensure that your child comes to school with their necessary supplies, a healthy breakfast, and a readiness to learn and make new friends. Our teachers will ensure that they settle in comfortably and create an enjoyable and supportive classroom environment.

As we begin this incredible voyage together, we assure you that we are here to support and guide your child every step of the way. If you have any questions or need assistance, please feel free to contact our office or reach out to your child's teacher, or directly to myself.

Once again, welcome to Rochedale South SS. We are excited to have your child as part of our school community, and we look forward to a fantastic year of learning and growth.

Warm Regards,

Alice Harvey

Deputy Principal
Monday – Wednesday



Jennifer Bampton

Deputy Principal
Thursday - Friday



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WHAT IS PREP?

Prep is a full-time compulsory first school year for all children from Monday to Friday. At Rochedale South State School, the school day officially starts at 8:55am to 3pm.

Prep is available for all children who turn 5 years of age before 30th June in the year they enrol in Prep.

WHY IS REGULAR ATTENDANCE IMPORTANT?

As your child begins the momentous change into attending formalised schooling, it is imperative that your child attends school every day. Your child will begin to establish routines, relationships, expectations across a range of school priorities. This takes time and explicit instruction and feedback on a daily basis. Your child needs to attend every day so that they can build their skills at an appropriate pace, gain confidence without missing key information. Children who attend every day have the best chance of developing good levels of social and emotional health, including building on their self-esteem, problem solving and independence.

THE PREP PROGRAM

The Prep program is designed to cater for each child's interest and needs as well as fostering the development of abilities, attitudes and skills that will assist the child's educational development.

In Prep the children are encouraged to:

- express themselves and communicate with others.
- form basic concepts that help them understand their world.
- develop self-confidence.
- make new friends.
- share and co-operate with others.
- develop physical skills.
- develop a positive attitude to learning.
- participate in reading, writing and mathematical activities.
- be responsible for themselves and their belongings.
- be responsible for his/her own behaviour and make sensible choices.
- relate to other adults.

These areas will be developed through play experiences, discussions, stories, drama, role play, music and dance, and by having access to educational resources.

Your child will learn through ...

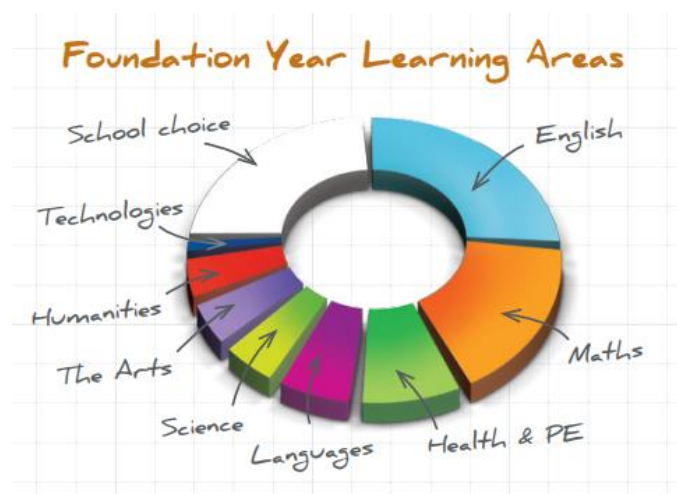


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A balanced curriculum provides opportunities for children to engage in all five contexts for learning on a daily basis, with longer blocks of time for engaging in active learning through play, real-life situations and investigations, interspersed with meaningful routines and transitions and short, appropriate, focused learning situations.

Assessment involves the purposeful, systematic and ongoing monitoring of children's learning. The information gathered is used to plan for future learning; make judgments about a child's learning and development; and informed conversations with the child, parents, carers, specialist teachers, year one teachers and other colleagues. Assessment is an integral part of the learning-teaching process and is not a separate activity.

THE AUSTRALIAN CURRICULUM AT A GLANCE



In their first year of school, students learn through teaching interactions with others, experimentation, practice and play in the classroom and school community. Priority is given to literacy and numeracy development as these are the foundations upon which further learning is built. Opportunities to develop literacy and numeracy are found in all subjects but particularly in English and Mathematics. Learning in a classroom and belonging to a school community are key to the first year at school.

PREPARING FOR YOUR CHILD'S FIRST YEAR OF SCHOOL

TRANSITION TO SCHOOL

Starting school is an important milestone in a child's life.

Supporting and relevant community organisations can help children enjoy a positive start to school. children to successfully transition to school and helps to foster their enthusiasm for lifelong learning.

A child's transition to school experience starts well before, and extends far beyond, their first day.

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TRANSITION STATEMENTS

Transition statements contain important information about each child's learning and development in kindergarten and include suggestions that will support each child's continued learning when they start school.

Kindergarten teachers, parents, carers and children develop the transition statement together near the end of the kindy year.

When the transition statement is shared with the child's new school, the valuable information they contain about each child's strengths and interests is helpful for Prep teachers as they prepare to welcome each child and plan for their ongoing learning and development.

We strongly encourage parents and carers to share the Transition statement with their child's new Prep teacher and/or other relevant staff at their new school, or they can consent to it being passed to the school by the Kindergarten teacher.

KINDERGARTEN PROGRAMS

The Queensland Government is committed to ensuring all kindergarten-aged children have access to a quality early childhood education program in the year before school. The Queensland Kindergarten Funding Scheme (QKFS) was introduced in 2010 to support services with the cost of delivering an approved kindergarten program and to help ensure the cost of kindergarten is not a barrier to access for families.

An approved kindergarten program is:

- provided for children in the year before Prep (i.e. children who are four by 30 June in the year they start)
- provides for 15 hours a week for 40 weeks, or 600 hours
- play based
- delivered by a qualified early childhood teacher • non-compulsory.

Approved kindergarten programs are designed to meet government requirements and are offered in:

- kindergarten services
(including limited hours care services)
- long day care services.



WAYS TO SUPPORT AT HOME

Conversations provide a unique opportunity for your child to learn about the world, to question and inquire, and to gain new perspectives. As you share stories, experiences, and knowledge with your child, you not only stimulate their curiosity but also establish a strong foundation for critical thinking. When they actively participate in conversations, they learn new words, how to analyze information, make connections, and draw conclusions – all vital aspects of critical thinking. Oral language is the precursor of developing Literacy skills.

Equally important is the habit of reading together. Reading opens the door to a vast realm of imagination and knowledge. Through books, your child can explore different cultures, eras, and concepts. It broadens their understanding of the world and nurtures their capacity to think critically and empathetically.



KOALA KIDS PLAYGROUP

Our school offers a playgroup held onsite in the PAC. We encourage families to attend our playgroup program which operates each Thursday morning from 9:00 - 10:30am. This offers an opportunity for children from birth to pre-prep to engage in play-based activities. Please contact the office if you are interested.

PREP INTERVIEWS

In preparation for prep next year, you will be invited to a compulsory interview with either the Principal, Deputy Principal or Head of Inclusion. Your invitation to this interview will be sent to you via an email after you submit your enrolment.

During this 50-minute interview, we ask you to bring in any relevant medical information, referrals and paediatrician reports so that we can identify your child's needs. As part of this conversation, we will be getting to know your child and your child's family.

Our interviews are conducted from Term 2. These conversations are a wonderful opportunity for you to learn about the school and ask any questions. During this discussion, your interviewer will determine whether your child requires a Tailored Transition Plan. All future Prep students take part in our Orientation Day and spend time in a classroom; however, it is sometimes indicated for some children to receive a more tailored plan to meet their needs in transitioning smoothly.



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ORIENTATION DAY

The school hosts a 1.5-hour Orientation Day that is specifically designed for both your child and parents. This day is held in Term 4 from 9:15 am, usually on Thursday in the second week of Term 4. Orientation Day is a special event because it provides your child an opportunity to get a feel of what life is like at school. Your child will visit a classroom and meet some of the Prep teaching team. The parents will be provided with an extensive presentation that explains all the key elements to the life of Prep. Parents will be provided with key messages from a range of staff including the Principal, Deputy, Head of Inclusion, Head of Curriculum, Chaplain and previous parents. Please ensure your child brings a hat, a water bottle and a labelled fruit snack for this event. Information will be provided to you via SZapp.

GENERAL INFORMATION

WHAT IS THE PREP UNIFORM?

- Broad brimmed, bucket or legionnaires hat.
- Prep polo shirts with school logo and name.
- Dark Green bottoms – children are able to wear shorts, skirts, culottes.
- Closed in flat shoes (black) and white socks.
- Green tracksuits and school jackets for cooler weather. Items may be purchased from the uniform shop or through one of the department stores.

ENROLMENT MANAGEMENT PLAN

Rosedale South State School is required to enforce its Enrolment Management Plan (EMP). Any family seeking to enrol at the school will be required to prove their current residential address. You can check if you reside in the catchment on the website below <http://www.qgso.qld.gov.au/maps/edmap>

Families living out of catchment are also able to enrol for out - of - catchment enrolment if your child meets the following criteria:

- Child is under the care of Child Safety/Out of home care
- Has a current sibling at the school

Current proof of residency at the address indicated can be provided by way of one of each of the following:

- One primary source - drivers license, a current lease agreement or rates notice or unconditional sale agreement, **and**
- One secondary source – a utility bill (e.g. electricity, gas) showing this same address and parent's legal guardian name

To view the school's Enrolment Management Plan please access the school's website on the link below: <https://rochedalesouthss.eq.edu.au/enrolments>

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SESSION TIMES

Prep classes open at 8.55am and finish at 3.00pm. We ask that you respect start and finish times. Arriving late causes disruptions to the learning and deprives your child of valuable learning time. All Prep students must be **signed in** at the classroom in the morning and **signed out** at the classroom in the afternoon.

BEFORE SCHOOL

The school values our community coming together before the school day. Can we please ask you to supervise your child before school and this includes not playing on the equipment.

PICK UP

At the conclusion of the school day, Prep children are to be collected by either a guardian, sibling or day care supervisor from the classroom. This includes children travelling on school buses. We require you to collect them from the classroom.

EATING TIMES

Brain Break:	During first session the children have the opportunity to have a small snack. This is to be unprocessed food such as fruit, veggie sticks, or healthy dairy products (cheese or yoghurt)
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First Break:	11.00 - 11.35 am
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Second Break:	1:35 – 2:15 pm
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Meal times are an important activity. They are times of social bonding, refreshment, and energy supply. Good nutrition contributes to healthy mental development and enables students to concentrate for sustained periods. For this reason, we would prefer to keep lunches and afternoon tea as healthy as possible. Fresh fruit and vegetables, sandwiches and dairy are preferred foods. Please refrain from sending lollies and chocolate. Cakes, biscuits and chips should be kept to minimum. We are asking you to refrain from bringing in any nut products.

ATTENDANCE

Regular attendance in Prep is important. Please notify the school of an absence through QParents. Alternatively, a phone call is required on the day a child is absent or an email can be sent to admin@rochedalesouthss.eq.edu.au

School will contact parents of students who are absent without explanation through an automated SMS message daily. All absences must be explained by a parent / guardian. A note is required on their first day back at school if parents have not contacted the school office. It is school policy for contact to be made with parents should prolonged absence occur. Teachers will contact parents after 3 consecutive days absent.

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ASSEMBLY

Assembly for students in Prep - Year 6 is held every second week on Tuesday afternoon at 2.20pm in the PAC. Important information for the students is delivered as well as the distribution of awards. Parents are most welcome to attend assemblies.

APPOINTMENTS TO SEE YOUR CHILD'S TEACHER

Teachers are able to see parents to discuss any concerns. To ensure that you have the time you need and the teacher's full attention, please make an appointment by note, email or in person. Prep students require full attention, so impromptu meetings are often very difficult and disrupt the learning in the classroom. If you have an urgent matter that needs to be communicated to the school, please ring the office on 3340 0777.

The school also schedules two formalised parent meetings across the school year.

ACCIDENTS AND SICKNESS

No matter how closely teachers or Educational Support Staff supervise, accidents do happen. Children are curious and take risks. Wherever possible, the parent / guardian is notified immediately. If the accident is considered serious, an ambulance will be called. If a child falls ill at school, parents / guardians are notified so that adequate treatment can be provided. It is school policy to notify parents of head injuries. It is imperative that the school has your current contact details for this reason.

ASTHMA

For children who have a severe asthma condition and need to have ready access to their medication, the procedure is:

- Students with moderate to severe asthma will need an Asthma Management Plan provided by a GP
- Prep students are recommended to supply two of the same medication. This way, the medication can be easily accessible at the classroom or at the office. The medication must be clearly labelled directly from the pharmacist.



ANAPHYLAXIS

Anaphylaxis is a severe, rapidly progressive allergic reaction that may be life threatening unless treated immediately. We have children at our school who suffer from this life-threatening condition because of their severe reaction to NUTS. When any of these children have a reaction, we may administer their own EpiPen that provides adrenaline to retard the life-threatening anaphylactic reaction. If an EpiPen is used an ambulance will be called. Peanut and other nut allergens can become airborne, therefore everyday activities such as having lunch can be a traumatic experience for these children. As a concerned school and community, we ask that parents **DO NOT SEND ANY NUT PRODUCTS TO SCHOOL** in your child's lunch box. Some of the main things to avoid are peanut paste/ butter, nutella, and any products that contain whole or nut pieces. Students with severe allergies may need an Anaphylaxis Management Plan provided by a GP.

BEST BEGINNINGS LEARNING SESSION FOR PARENTS

Early in Term 1 2025, teachers will be hosting an information session that is catered to all parents and guardians that support their child's learning. Teachers will explicitly go through tips and key ideas that will support your child's Literacy development. Teachers will also provide you with your child's learning packs on the night of this event. Please look out for the SZapp message regarding the date of this important session. We have ongoing feedback that this session is absolutely vital for parents and what positive role they can have to support their child's growth and success at school.

CHANGE OF DETAILS

It is imperative for the safety of all children at the school that we have up to date information. If, at any time, you change your address, phone numbers (work or home), please advise the office immediately. In the case of emergencies, it is essential that all such information is accurate and up-to-date so we can notify parents as quickly as possible. Change of details can also be made directly on the QParent app.

CHAPLAINCY PROGRAM

At Rochedale South State School, we are very fortunate to have a School Chaplain. A School Chaplain is a safe person for young people to connect with at school and provide a listening ear, caring presence, and a message of hope. Chaplains run positive, fun activities for students and assist in fostering supportive, caring school communities. Working with other members of the school's support team, the Chaplain cares for students struggling with issues such as difficult relationships with other children or family members, poor self-esteem, family breakdown, grief, loss and depression. These positive relationships help young people to face difficult issues, and provide hope, connection, meaning, and purpose. The Chaplaincy Service is available to everyone in the school community regardless of their religious beliefs. Involvement with the Chaplain is entirely voluntary and students choose whether or not they want to be a part of the activities that are offered. Parents will be consulted if their child wishes to be involved in ongoing one-to-one meetings with the Chaplain or in any programme or group involving spiritual or ethical content. Parents are required to provide permission for their child to be involved in any Chaplaincy group or one on one. A permission form is available at the office.

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How to contact Chaplain Cassie Love

- Email - cassie.love@suchaplaincy.org.au
- Appointment through the office
- Cassie works Tuesday and Friday all day



COMMUNICATION

We strive to communicate to our school community in a timely manner which is clear and concise. We ask all our parent and guardians to assist with communication by joining our two platforms that supports both out-facing information and information that can come from parents. Teachers are busy preparing lessons and resources before school, and the school appreciates parents making an agreed time with the teacher via an email to organise a time to discuss your child.

CROSSING SUPERVISORS

Please teach your child safe road practices by using the crossing and following the instructions of the Crossing Supervisor at all times. Please enter the school grounds using the pedestrian gates.

CONSUMABLE AND STUDENT RESOURCE SCHEME

There are two payments required in Prep. Both payments supply your child with all the necessary stationary, arts and crafts materials, reading books, learning resources and online subscriptions. A letter for both of these schemes, is provided to you at the interview.

INDEPENDENCE

Opportunities to develop independence are immensely important for building a sense of self and self-esteem — not to mention frustration tolerance and perseverance. Please allow your child to build independence by allowing them to take slowly take on responsibilities. This includes, supporting them to pack their school bag and for your child to carry their own bag. The more you do for them, the less problem-solving skills they will develop. The school also ask parents to support their child in learning how to toilet independently before starting. Should you have any concerns and your child needs assistance with toileting, please let your interviewer know during your interview this year. We advise all parents to pack a spare uniform and underwear in your child's bag should your child have an accident.

LEARNING AT HOME

We tend not to use the language 'Homework' when your child is learning. Homework can have a negative connotation. This implies it is 'work' rather than learning and that learning doesn't happen at home. We ask you to have a set routine every night where your child has an opportunity to read with you, or complete some form of learning. This only needs to be a short amount of time and needs to be simple; it may even be your child having a discussion with you. Please attend our Best Beginnings Evening early in Term 1 2024 for more advice on Learning at home.

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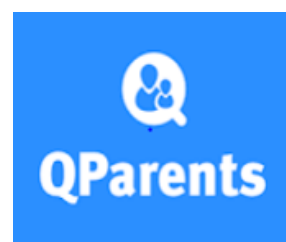
NDIS – NATIONAL DISABILITY INSURANCE SCHEME

The NDIS provides funding to eligible people with disability to gain more time with family and friends, greater independence, access to new skills, jobs, or volunteering in their community, and an improved quality of life. The early childhood approach helps children younger than 6 with developmental delay. Any external providers can provide their therapy service on school grounds within school hours. Please ask the office for an External Service Agreement form. You will need to complete this form and submit it to the office for your agreed therapists to access the school.

Q PARENTS APP

The QParents site and app are essential tools parents can use to access their child's information online. The portal allows you to securely communicate with the school to advise of:

- absences
- receive report cards electronically
- check for important permissions for upcoming school events
- receive information about payments to be made for school-based expenses and pay directly from the app.



An account is required to use this service, for which you will receive an email to register once your child is actively attending. The service can be accessed online through <https://qparents.qld.edu.au/#/login> and an app version is available for both through apple and android.

QUEENSLAND BEGINNERS ALPHABET

Attached is a copy of the Queensland Beginners Alphabet which is taught in Queensland schools. It shows the correct formation of letters. When writing your child's name, please help out by using a capital letter at the beginning, followed by lower case letters. For example...

John Smith

Queensland Beginner Font

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		

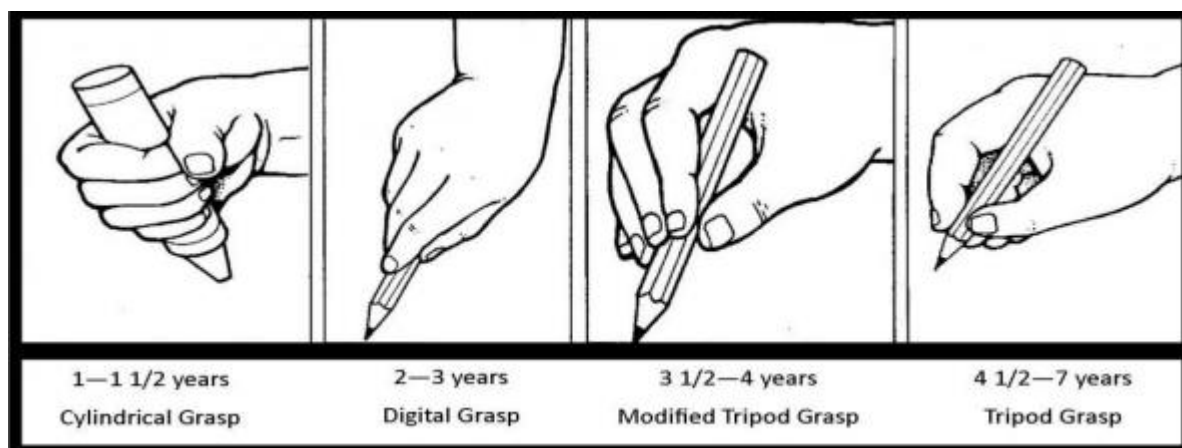
CORRECT PENC



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We have included a diagram demonstrating how to hold the pencil correctly so that you can encourage your child to form the correct habits at home. Below is an illustration of the approximate age and the progressive development of the pencil grip.

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REPORTING

Parents will have the opportunity to meet with their child's teacher in Term One and Term 3 for an interview. At the end of each semester, reports are sent home. You are also welcome to discuss your child's progress or any concerns that you may have at any time during the year.

SZAPP

Since its commencement in September 2018, we have been using the app called **SZapp** to send out quick notices and reminders about things happening at school. The app is **free** and very easy to install and use.

SZapp centralises access to a number of school communication platforms, making it a one-stop-shop to quickly get information. It has 9 tiles that connect you to the school with one tap. From the app, you can:

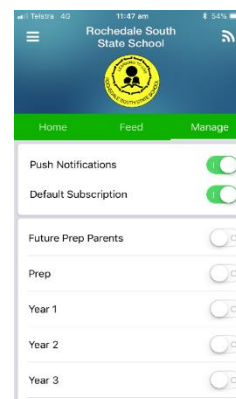
- Call the school
- Place a tuckshop or uniform order (via link to Flexischools)
- Read the latest newsletter
- Contact the school
- Subscribe to the newsletter
- Visit the school website
- Access all school notes and documents
- View the school calendar
- Call the 24-hour Student Absent line (or use QParents app which is our preference)

Instructions on how to download SZapp are also available on the school website under Notes for Parents and on the Newsletter top tab. Once downloaded it is **essential that you select the groups within the app** that you want to receive notifications from.

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Make sure you select the following groups from the **Manage** tab:

- Push Notifications
- Default Subscriptions
- Parent/ Guardians
- **The Year group** for your child/children (to be changed each year)
- Any extra-curricular groups relevant to you/your child.



SPECIALIST SUPPORT PERSONNEL

The school holds a Students Wellbeing Assessment Team meeting a few times each term or as needed. Support persons such as Speech Therapists, Guidance Officers, Inclusion Staff and Regional staff may be engaged to provide assistance to students. If referred by the classroom teacher, parental contact will be made to discuss the concern and permission will be sought for these support people to work with your child should there be a referral made by the school.

SETTLING IN – DAY ONE AND THROUGHOUT YOUR CHILD’S FIRST YEAR

It is natural for children to be concerned about beginning school. Talk positively and regularly to your child about starting Prep. A smooth transition into school may be helped by having a short ‘welcome’ conversation with the teacher and collecting their name tag upon arrival. Take the time to help your child put their bag away and explore the classroom environment. Sit together and complete an activity. It is important to say your goodbyes and leave promptly at 8:55 am when the bell rings. If your child is upset, please bring him or her to the teacher or the aide. Tell your child you will be back to collect them in the afternoon. Should your child have symptoms of separation anxiety, please let the person interviewing know. If this does become something that you are aware of at the beginning of the prep year, please talk to your classroom teacher to organise a plan. This may be an issue to follow up with your GP should it be a consistent, ongoing issue. A child being clingy, upset and not wanting to leave your sight it quite a normal issue at this age. A consistent and routine approach is a successful way of teaching your child they are safe and happy.

TUCKSHOP

The school tuckshop operates Tuesday to Friday before school from 8.30am and for both lunch breaks. Our school uses Flexischools system. Please go to the Flexischool website and log in to set up an account. Go to flexischools.com.au from your computer or mobile device. Login or register for an account and add your students to get started. Orders must be placed before 8:30am on the day of ordering.



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