Is APS a Sun Smart School?
Yes we are. Students are required to wear a school hat during all outside activities in Term 1 and 4. The school can not supply sunscreen to students but we encourage students to come to school with sunscreen on and reapply throughout the day.

What happens if my child has a toileting accident throughout the day?
We encourage parents to leave a change of undies and socks in their child’s school bag. If students have a small accident they are sent to the office to be assisted in changing.

I have something important to tell my child’s teacher. When is the best time to do this?
Teachers are always willing to make time to have discussions with parents. If it is something minor you may like to speak to your child’s teacher before or after school, however, if it is a topic that may require more than a few minutes conversation, it is best to make an appointment time so that the teacher can give their undivided attention to conversation. You can arrange an appointment time with the teacher before or after school or alternatively you can contact them via the school office phone on 9398 2925.

How do lunch orders work?
You can find the lunch order list on the Altona P.S. website. http://altonaps.vic.edu.au/page/169/Lunch-Orders
On a paper bag clearly write down your child’s name and class name along with what you would like to order. Please try to enclose the correct amount of money.
Students should put their lunch order in the lunch order tub first thing in the morning.

What times are snack at lunch?
Snack break begins at 10:55am. Students start eating their snack inside the classroom at 10:45am.
Lunch break begins at 1:30. Students start eating their lunch inside the classroom at 1:15pm. Parents are also encouraged to send a healthy fruit/vegetable snack that will be eaten in the classroom throughout the day.

My child doesn’t want to come to school, what should I do?
It is common statement for Prep students to say at the start of the year. Speak to your child’s classroom teacher and let them know how your child is feeling. What is most important is that all of the adults maintain a very positive attitude to school and encourage the student to get up, get ready and be happy about attending school because after all school is fun!

How do I access the school newsletter and other notes?
In week 2 a hard copy of the newsletter was sent home with the oldest child in each family. If you would like to continue to receive a hard copy newsletter there was a form attached to fill in. The form can be returned to your child’s classroom teacher and a hard copy newsletter will be sent home each Thursday. Alternatively, if you would like to subscribe to have the newsletter emailed to you each week, you can do so via the school website.
Notes for excursions, incursions, sports days etc, will be sent home with your child. If a note is lost or misplaced you will be able to access that note on the Prep page of the school website.

I’ve filled in a note that is required, where do I put it?
It’s important that you give your child the responsibility to hand in notes. Each teacher has a ‘post box’ located in a position in their room. Students should put all correspondence from home in the ‘post box’.

How are students supervised while they are playing outside during snack and lunch?
The playgrounds are broken up into three areas. There is a member of staff on duty in each of these areas. Staff members are required to wear a fluro yellow vest so that they are easily identifiable to students. All Prep grades have discussed what the Yard Duty teacher vest looks like and how to approach the Yard Duty teacher for help.
What are mailbags for?
All students were given mail bag at the beginning of the year. This mailbag is used to hold their home reading journal/log as well as their home reading books.
Any notes going home will be placed inside students mailbags. It is extremely important that parents check their child’s mailbags every day to ensure they are receiving all correspondence from school. Mailbags need to be kept inside student’s school bags as they are required at school everyday.

How often are home reading books changed?
Home readers are changed every Monday. Student’s take home four texts at a level appropriate to their reading ability. It is important that students read every night. Rereading texts is important in developing student’s decoding ability and their fluency and expression.