



Maramba
Primary School

Nurture. Innovate. Celebrate.



Foundation 2026

Parent Information Booklet

Principal's Note

Starting school is a wonderful and exciting time! We know choosing the right school for your children is a big decision. We extend a very warm welcome to you and your child as members of the Maramba Primary School Community and look forward to your child starting at our school. We trust both you and your child are just as excited.

At Maramba Primary School, the staff are committed to preparing our students for the future. We provide a comprehensive and progressive curriculum that acknowledges the importance of our students acquiring a sophisticated set of knowledge, skills, understandings and behaviours. The school promotes excellence in all aspects of learning and strives to cater for the students' individual needs, developing the whole child.

At Maramba, we value community involvement in the education of our children. Our school has a wonderful community feel, that continues to be developed and nurtured under the premise that, 'It takes a village to raise a child.' We encourage and enjoy family participation in all areas of school life to develop a true partnership in learning. Building this close relationship between school and home greatly increases the chances your child's education will be a happy and rewarding experience. School life is an extension of the home environment in which the values of respect, responsibility, resilience and relationships are nurtured and encouraged.

Although, children enter school together, they all are at varying stages of maturity in their emotional, social, physical and intellectual development. Just as children begin to walk and talk at different ages, so do children learn at different rates. Whilst one child may be ready for a particular task, another may require different activities which are suited to the level of that child's maturation.

Some children are ready to read when they begin school, others require tasks which encourage and allow reading readiness to develop. The key factor in developing reading readiness is the emphasis on reading at home. Engaging in daily reading with your child is crucial to this process.



To update you on your child's progress, we hold formal interviews in Term 3, and additional meetings can be scheduled as needed to discuss their development. A 'getting to know you' session is included in your child's initial assessment interview in February and March. We encourage you to take advantage of these opportunities. Children can easily sense their parents' interest in their education, and your attitudes often influence how they feel about themselves as learners and school.

Your child will receive a portfolio containing samples of their work and two written reports a year showing their progress.

Your child's first year of school should be an enjoyable learning experience for all. Please make the time to enjoy the journey together.

A handwritten signature in black ink, appearing to read 'Moniba Ehsan', on a light blue background.

Moniba Ehsan
PRINCIPAL



Relationships



Respect



Resilience



Responsibility

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Our School Day

8:45 am	Doors open
8:55 am	Morning session
11:25 am	Lunch eating time
11:35 am	Lunch playtime
12:05 pm	Middle session
1:45 pm	Snack eating time
1:55 pm	Recess playtime
2:25 pm	Afternoon session
3:05 pm	End of day preparation
3:15 pm	End of school day



Term Dates for 2026

Term 1	Wednesday 28 th January – First day for Year 1-6 students
	Thursday 29 th January – First day for Foundation students 8.45am-12pm
	Monday 9 th February – Foundation students go full time 8:45am-3:15pm
	Thursday 2 nd April - End of Term 1
Term 2	Monday 20 th April - Start of Term 2, 8.45am-3.15pm
	Friday 26 th June - End of Term 2
Term 3	Monday 13 th July - Start of Term 3, 8.45am-3.15pm
	Friday 18 th September - End of Term 3
Term 4	Monday 5 th October - Start of Term 4, 8.45am-3.15pm
	Friday 18 th December - End of Term 4

Foundation Times for Term 1, 2026

Week	Date	Time
1	Wednesday 28 th Jan	First day of school for Year 1-6 students
	Thursday 29 th Jan	First day of school for Foundation 8.45am to 12.00pm
	Friday 30 th Jan	8.45am to 12.00pm
2	Monday 2 nd Feb – Friday 6 th Feb	Monday to Friday 8.45am to 12.00pm
3	Monday 9 th Feb – Friday 13 th Feb	Foundation students start full time – 8.45am to 3.15pm
4	Monday 16 th Feb – Friday 20 th Feb	8.45am to 3.15pm.
5	Monday 23 rd Feb – Friday 27 th Feb	8.45am to 3.15pm.
5	TBD	<i>Foundation Family Fun Day</i>
6	Monday 2 nd Mar – Thursday 5 th Mar	8.45am to 3.15pm. Friday 6th Mar is a Curriculum Day – No students
7	Tuesday 10 th Mar – Friday 13 th Mar	8.45am to 3.15pm. No school on Monday due to Labour Day Public Holiday.
8	Monday 16 th Mar – Friday 20 th Mar	8.45am to 3.15pm.
9	Monday 23 rd Mar – Friday 27 th Mar	8.45am to 3.15pm.
10	Monday 30 th Mar – Friday 2 nd April	8.45am to 3.15pm. 8.45am to 2.30pm. Thursday end of term early finish

You will receive a copy of your child's timetable from your class teacher early in Term 1. The timetable will indicate when your child is attending specialist classes in Performing Arts, Visual Arts, STEAM, PE and AUSLAN. At all other times, the children will be in their own classroom or accessing other facilities in the school to support their learning with their class teacher.

First Day of School

Foundation students first day at school will be Thursday 29th January 2026. Foundation students will attend school between 8:45 am and 12:00 pm on their first day of school and for the following week.

On the first day your child will be involved in a range of activities that will ensure they have a busy and fun-filled day. They will also be familiarised with the school environment and generally introduced to school routine.

From Monday 2nd February until Friday 6th February, students will attend school for **half-days, from 8:45am to 12:00pm.**

Students will commence school **full time on Monday 9th February 2026.**
There will be no school on Monday 9th March, due to the Labour Day Public Holiday.

The last day of term concludes at 2.30pm on Friday 2nd April 2026.

Teachers will have individual student entry assessment interviews from 29th January to 6th February between 12pm-3pm. You will receive an hour time slot during this time period.

Parents will receive a booking time during the transition period.

We encourage good habits in children. Please see that your child is at school at the appointed time, and each day before the commencement bell rings at 8:55am. Class doors are open from 8.45am for students to prepare themselves for their day.

School adjustment is easier for the child and the teacher after the parents leave, so show by your words and actions that you are sure that school is a happy place, wave cheerfully and go. Teachers will be there to welcome and look after your child. It is an essential part of good school adjustment that children learn to unpack their bags and get organised themselves.

End of Day Dismissal

Parents collecting children from school are asked to wait OUTSIDE THE CLASSROOM.

Remember that for the safety of your child, we do not allow children to go home with anyone other than their parent unless we have verbal or written authorisation.

Children must enter and leave school by the FOOTPATH - not across the roadway.

If you drive your child to school, or collect them from school, **please** park your car **well clear** of the school gates.

**PLEASE DO NOT PARK IN
THE SCHOOL CAR PARK**

**PLEASE OBSERVE THE
40KPH SPEED ZONE AT
SCHOOL**

Preparation for School

You can do many things to prepare your child for school. Talking positively about going to school and what will happen there is very important.

The children will be invited to visit the school in Term 4 and become involved in our Transition Program. During transition they will be visiting the oval, Music Room, Art Room, Library, play areas, toilet facilities and finding out about the school day.

The change of routine, the separation from parents (sometimes for the first time) and a noisy and busy environment can be daunting, but there are a few simple things that parents can do to help. Believe in your child.

As your child is now ready to start school it is a good time to encourage independence and responsibility in your child. There are a number of things that you can do to help your child settle in easily.



Please help them to:

- Be able to wash their hands and face independently.
- Remember to use and flush the toilet – for boys this includes using a urinal.
- Use a tissue independently.
- Put away playthings and materials after use.
- Tie own shoelaces or buckle, or wear shoes with Velcro.
- Know how to take off and put on clothing; to button and unbutton their own coat.
- Recognise their name on clothes labels, hat and lunch boxes.
- Have adequate rest each night. A tired child cannot learn effectively. Many Foundation children go to bed at 7:30pm, but the need for sleep varies with each individual child.
- Follow the safest way to and from school.
- Know to look both ways before crossing the street.
- Never talk to or accept anything from strangers and to know that they must not go visiting on the way home without parent's permission.
- Open and close their lunchbox independently.



Supporting Your Child's Transition to School



Starting school is a big change for children. Although it is such an exciting time, often the hardest part is being away from the family and joining a group of other children. Here are some ways in which you can support and build on the classroom experience:

Before school starts:

Talk positively to your child about school. He or she will meet other children, make new friends, take part in group activities and do lots of interesting and enjoyable things. Visit the school so that your child becomes familiar with the school environment.

Provide opportunities for shared language experiences:

So many places to go ... the shops, family gatherings, the city, the zoo, the seashore, art galleries, concerts ... many things to do... paint, make, cook, share and discuss. Discuss recollections after the experience.

Encourage questions:

Five and six year olds are full of questions about why and how. Although they may annoy you from time to time, questions are the heart of investigating and learning. Listening to and answering these questions will help your child remain an active and curious learner.

Don't be put off when your child's answer to "What did you do at school today?" is "Nothing". Be more specific – ask about friends, craft, reading time, singing, games played, stories heard etc.

Encourage children to discover for themselves:

We all have to learn to take responsibility for our own learning. Young children are natural investigators. Don't always tell them all the answers but do provide the means for them to find their own answers. Much problem solving is learnt through play. Child psychologist Jean Piaget said that "...play is the child's work." Encourage active imaginative play, through dressing up, playing shop or mothers and fathers or school. A special messy place, such as a rumpus room or veranda will help here.

Share reading experiences:

Every time you read your child a story, refer to a street sign, talk about what you are reading, read in front of your child, answer the question "What does that say?" you are helping your child to become a reader. Learning to read happens over a period of time, and both the length of time and the way it happens will be different for every child. Encouragement is the key to making sure that your child develops confidence as a reader and enjoys reading now and in the future.

Encourage drawing or writing at home:

When is a child ready to draw and write? They are ready as soon as he or she is able to hold a crayon. Out of the scribble will eventually emerge pictures and words. Keep on hand a store of pencils, paper, paint, crayons, cardboard, safety scissors, etc. Write down a story or sentence as your child tells it, then read it back several times. Display this 'story' for the whole family to share on the wall, notice board or fridge.

Get to know your child's teacher:

The benefits of a good relationship between teacher and parent are obvious. Don't hesitate to communicate with the teacher as you see the need – before confusion arises or problems develop.

Support children in what they do at school:

Display at home art and craft done at school, as well as stories written. Help find things to take for school activities or themes and encourage participation in school activities.



What Foundation Students Learn at Maramba

Foundation Year:

We believe that it is imperative for our students to love school and be engaged in every learning task in the classroom. We work tirelessly and collaboratively to ensure our students progress successfully in a fun and safe learning environment. We celebrate learning with each milestone they reach including 100 days of school, Milo's Birthday Surprise when we have learnt all the letters and their most common sounds, and presentation and awards for excellence in learning.

RRRR and SWPBS:

The Resilience, Rights and Respectful Relationships (RRRR) program supports schools to promote and model respect, positive attitudes and behaviours. It teaches our children how to build healthy relationships, resilience and confidence. Some of the topics taught to Foundation students are emotional literacy, personal strengths, positive coping, problem solving and help seeking.

School-Wide Positive Behaviour Support (SWPBS) is an internationally recognised approach with an extensive evidence base that is shown to improve behavioural, wellbeing, and academic outcomes for children and young people. It focuses on teaching and reinforcing positive behaviours while providing targeted assistance to students who may need extra support, leading to a more successful and inclusive learning community. As part of SWPBS, students are explicitly taught positive behaviour strategies and acknowledged for their efforts.

Little Learners Love Literacy Program:

We are strong believers that reading is an essential part of all future learning and for this reason we have incorporated the Little Learners Love Literacy Program into our daily practice. In this fun and engaging program, students meet a character named Milo Monkey. They are introduced to each letter of the alphabet through story telling. Milo invites his friends one by one to his birthday surprise, but they all seem to be busy! At the end of introduction of all the letters and their most common sounds, students surprise Milo with a surprise birthday party and all of Milo's friends attend the party. It is a wonderful celebration of learning that students love.



We have achieved excellence with this explicit and systematic phonics teaching of literacy to support students' reading, writing and spelling with confidence. They quickly learn the letter name and sound through exciting tasks they complete. Oral language activities are also an integral part of learning which leads to

creative writing. Students are introduced to various oral language activities to enhance their ability to transfer verbal communication into written language.

Writing:

At Maramba Primary School, students are inspired by rich literature and mentor texts to support and engage them with their writing. We slowly introduce writing to Foundation students by talking their writing and developing their oral language. Each week, students are given a specific topic that they first talk about at home and then at school which develops their speaking and listening skills. The better we can talk, the better we can write. Once they have spoken about the topic, they then either draw a picture or begin to scribe eventually leading to logically sequenced written ideas.



Mathematics

Teaching and learning through hands on, concrete materials allows students to better understand and ignite a passion for problem solving through Mathematics. At Maramba Primary, we run a hands-on approach to teaching Mathematics. We are centered on student inquiry, problem solving, hands-on, engaging lessons that students absolutely love.

Knowledge Rich Curriculum

Other areas of learning that students do at Maramba include Science, Humanities, Digital Technologies, Personal and Social Capabilities and Critical and Creative Thinking.



Specialist programs

Our specialist subjects include Health and Physical Education, STEAM, Performing Arts, AUSLAN and Visual Arts.





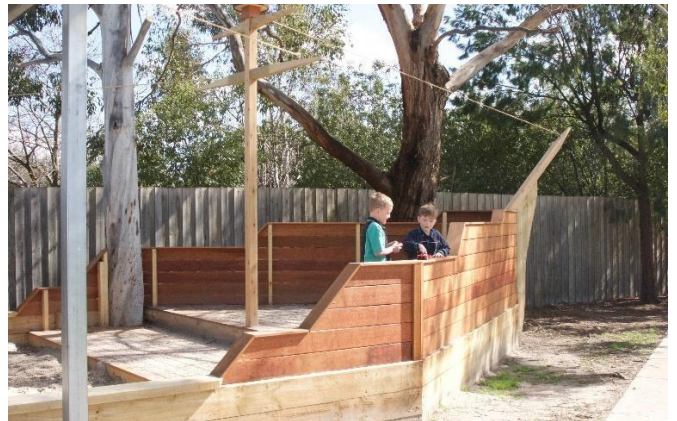
Class Dojo:

Class Dojo is a tool used in the classroom we use daily. It connects primary teachers, students and families through communication features, such as a feed for photos and videos. It allows parents to capture an insight as to what their child has been learning throughout the day. This platform allows for student voice to be evident, as students can share their achievements, gain points and submit portfolio tasks. Parents can also message the class teacher using this app ensuring a way to always keep connected.

Our Foundation Play Areas

At Maramba our Foundation students share an exclusive fantastic play area that is just for them to explore and have fun. Along with a wide open space to run and play with sports equipment there are:

- pirate ship with sandpit and toys
- two climbing frames with slides
- dry river creek bed and log forest
- large natural garden area for creative play



Other School Facilities and Play Areas

GALLERY PLAY AREA



FAIRY GARDEN AND AMPHITHEATRE



SPORTS FACILITIES

BER – Andrew Groh Gymnasium and Sports Oval



Synthetic Grass Soccer Pitch



Basketball Courts



Communication

Parent/teacher communication is very important, particularly when your child starts school and we encourage you to relay any concerns you may have regarding your child's transition to school with your child's teacher. Please make an appointment outside of school hours to discuss these issues. If there is anything that may affect his/her attitudes or learning at any stage during the year e.g.: home concerns or anxieties. These are always treated confidentially.

During the year parents will be invited to attend parent/teacher discussions. The emphasis will be on adjustment and academic progress. Informal discussion is welcomed and, indeed often necessary. The aim is to develop a partnership which will work towards the optimum development of your child.

Compass

This is an amazing school app, which enables us to **communicate** with you at any time and all times during the school year. Not only with regards to notices, payments, events and school camp updates but most **significantly in the event of a school emergency**. This is by far the **quickest and most effective** way for us to communicate with you and the school community **simultaneously and in an instant**.

We strongly recommend and urge you to join many of our parents/ carers who are already on Compass! Please speak to a member of the administration team for assistance with registering.



Reporting Process

Throughout Foundation your child's progress is being constantly monitored and assessed according to departmental guidelines. The school reports are sent home at the end of each semester with an assessment of your child's progress. In addition to written reports we also conduct Parent/Teacher interviews twice each year. While formal interviews are organised in these terms, parents are encouraged to develop a healthy relationship with teaching staff to ensure continued communication throughout the year.

School Newsletter

The weekly school newsletter is called the Maramba Flyer and can be accessed from the Maramba Primary School website. <http://www.maramba-ps.vic.edu.au/> You will need to subscribe using an email address. The newsletter is also posted to Compass each week.



Parent Involvement

We value your assistance in areas such as working with small groups of children, making resources or coming along on excursions. Your support is very much appreciated! Your classroom teacher will inform you of events and activities where parent help is required. All parent helpers must have a current **Working with Children** check (<https://www.workingwithchildren.vic.gov.au/>).

If you wish to become involved in your child's school programs these are some of the ways:

- Encourage and support your child.
- Serve on the School Council. Elections are held each year in March.
- Join and support the "Friends of Maramba (FOM)" - your assistance with fundraising would be of great benefit to the school.

- Become a classroom helper i.e. – helping with daily readers and in Literacy/Numeracy blocks etc.
- Computer Lab.

Shared Reading

As part of the English program, we are asking for parental help and support - close communication between home and school is vital. The main idea is that while the child learns reading skills every day with the teachers in the classroom, parents share reading with their child every night. This means being read to, reading together, talking about the book and its pictures. We ask you to read with your child five nights a week. As the year goes on, you will see your child learning to read firsthand. To begin with you, the parent will be doing most of the reading, but as new sounds/letters and heart words are taught in the classroom your child will begin to read words and eventually sentences. Readers will be sent home each week.

Lunch and Snacks

At Maramba, we always encourage healthy eating habits and like all children to bring a piece of fruit each day.

As to the question of how much food to give your child, be guided by your experience and by what your child tells you. Our policy is that uneaten food is taken home. This will also help you to gauge how much food to provide each day. Please tell your child, particularly early in the year, which food is for play lunch. For a drink, water is always best and drink bottles are always accessible in the classroom.

As a Sustainable School we encourage wrapper free lunches. Please consider purchasing a wrapper free lunch box.



Attendance

Regular attendance is vital to promote continuity in your child's learning and social development. Punctual arrival at school is also important to ensure optimum learning.

Absences affect a child's progress. The first year is MOST important and unnecessary absenteeism can delay your child's progress.

We understand however, home is the best place for a sick child. It is unfair to other children and teachers to send a child to school who is ill. Please inform the school if your child contracts an infectious disease or head lice.

Please contact the office before 9.00am if your child will be away that day or enter the absence via Compass.

Punctuality/ Late Arrivals

Punctuality is a habit that we value and strongly encourage in our students. Please try to have your child at school well before school starts. School commences at 9:00am sharp. It is disrupting to the classroom routine to have children arriving after the days program has started.

If your child does arrive late to school you need to come to the main office and sign your child in and you will be given a "School Pass" to take to your child's teacher.

Early Departures

If you need to withdraw your child during school time for any appointment, illness or injury, please sign your child out at the front office and the student will meet the parent/carer at the Office.

Before and After School Care

TheirCare provides a stimulating and safe environment for all children and an environment where children come and enjoy their time in their program. During sessions children develop life skills, friendships, confidence and creativity through play.



Maramba Primary School has partnered with **TheirCare** to provide quality care, flexibility and commitment to deliver on our promise to your school community.

How to Enrol

Visit TheirCare website: www.theircare.com.au and click on book now in the top right-hand corner to register your child's details.

Health and Safety Policies

Foundation children are closely monitored in the school environment, especially when starting.

In addition to the Code of Conduct found on the school website, please note that:

- Children should wear suitable footwear. Thongs and sandals are not allowed.
- Children must wear protective clothing on hot days. The Maramba Sun Smart Policy requires **all children wear broad brimmed hats** during outdoor activities in Term 1, later part of Term 3 and Term 4 and **recommends sunscreen 30+** (zinc is not allowed). School hats can be purchased from Beleza Uniforms.
- Children without a hat or the correct hat will be restricted to the undercover area at snack and lunch.
- Children are not permitted to leave the school grounds without their designated adult.
- Children always leave their room accompanied by a buddy if they request the toilet or are on an errand.

Health

Please tell the teacher of any special information e.g. allergies, asthma, hearing, sight, phobia etc. **If your child is sick and is absent from school, please ensure that you call the school to notify them.** While it may be difficult, please do not send your child to school if they are unwell.

Fully qualified first aid staff are available at Maramba. The first aid staff member is available to treat children for minor injuries and will phone parents to arrange pick up if a child is too ill/ injured to remain at school.

Please inform the school office if:

- Your child has special ongoing medications e.g. asthma
- Your child has short term medication authorisation from a doctor
- Your child has been treated for head lice
- Your child has been diagnosed with an infectious disease e.g. Chicken Pox

Medication

Medicines to be taken at school (other than asthma inhalers) must be administered by the teacher, first aid officers or office staff. Should your child be required to take medication you must complete either an "Asthma Management Plan" or a "Medication Consent Form" (all available at the office). Please note that all medication is to be sent to the school in the original box/container as distributed by the chemist. If required children with asthma may have a second inhaler in their school bag but the administration team and class teacher must be informed with a letter provided by the parents/carers. Any child who may require an inhaler to be carried on their person during the school day must have a supporting 'Asthma Management Plan' registered with the school.

Emergency Phone Numbers

It is essential that the school has a record of your business and home telephone numbers and emergency contact. Please notify the school of any changes to your child's details. You can also update via Compass.

Clothing

It is important that all belongings are clearly named. Children often cannot identify their own belongings, even when they are named. If your child does lose an article, please check lost property near the library. It would be helpful if your child can cope with buttons and zips unaided. Ensure that your child wears clothes that they can manage when they go to the toilet. It is a great idea to make sure your child has a change of underwear and track pants or shorts in their schoolbag just in case of an accident. Make sure your child knows that the clothes are in their schoolbag.

Uniform Shop

Beleza School wear is our uniform supplier. You can purchase uniform items through their website at <https://beleza.com.au/online-store/> or in-store at 7/151-159 cnr. Princes Highway and Wedgewood Road, Hallam (near Xanadu Play Centre). Ph: 9702 3181

Our Friends of Maramba parent volunteers also run the second hand uniform shop at different times during the year. Please keep an eye out for communication via the school newsletter or Compass about times/dates.

School Uniform

Summer Uniform



Summer Dress



Short Sleeve Polo Shirt



Navy Shorts



School Shoes
These must be completely black.



Broad Brimmed Hat



Navy Skort

Winter Uniform



Girls and Boys
Windcheater



Girls and Boys
Bomber Jacket



Girls and Boys
Short / Long Sleeve Polo



Girls and Boys
Navy Track Pants

Boys Navy Long Trousers

Girls Navy Long Pants

School Essential Items

These items are to be brought from home or are available from the uniform shop



Art Smock

Waterproof elasticised-neck smock,
no ties please.



Library Bag

For library books



Maramba Satchel

For school readers and notices to
come home in.

State School's

Relief

State Schools' Relief is a not for profit organisation that supports the needs of short- term crisis and long term chronic needs Victorian government school students by providing new school uniforms, shoes and educational resources. They work side by side with all Victorian Primary, Secondary, Special Developmental and Language schools to ensure that any students facing hardship have the necessary clothing and appropriate footwear for school.

Please speak to the admin staff at the Office for more information. They act as representatives of State Schools' Relief and will be able to assist with your individual request for assistance.

CSEF – Camps, Sports and Excursions Fund

Every Victorian child should have access to the world of learning opportunities that exist beyond the classroom. The Camps, Sports and Excursions Fund ensures that no student will miss out on the opportunity to join their classmates for important, educational and fun activities. It is part of making Victoria the Education State and the Government's commitment to breaking the link between a student's background and their outcomes.

Excursions

Although educational excursions for your children cost money, they should not be regarded as 'extras'. Being able to see things at first hand with the teachers is one of the best educational experiences a child can have. You will be asked for parental consent before your child is taken on any excursion. We encourage parental involvement in their child's education so we welcome parents/carers with valid Working With Children checks to accompany and assist on excursions.

Assembly

School Assembly is held each fortnight on Thursdays at 9am, either in the Amphitheatre or Andrew Groh Gymnasium. Parents are welcome and encouraged to attend. These assemblies provide opportunities to celebrate some of the successes of our students. Awards are made to various students and year groups while on some occasions children perform in a receptive setting.

FOM



FRIENDS OF MARAMBA

Friends of Maramba (FOM)

welcome all parents & carers to volunteer.

There are no commitments or minimum requirements.

Like our Facebook page to join us and keep in touch with upcoming FUNraising opportunities.

Aims and Objectives

Working in cooperation with the Principal and School Council, Friends of Maramba aims and objectives are to:

- Contribute to the wellbeing of the school community.
- Encourage the participation of all parents in the life of the school and the education of their children
- Provide opportunities for parents to get to know each other and to be informed about their child's school.
- Raise funds for the benefit of the school.





Maramba
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Relationships



Respect



Resilience



Responsibility

www.maramba-ps.vic.edu.au