

# Welcome Tena Koutou Talofa Kia orana

Thank you for your interest in our school. We hope that this will be the beginning of a long, happy and mutually beneficial association with North School. We welcome your involvement in school functions and activities.

Tokoroa North has a commitment to achieving high standards of education.

We are happy to show prospective parents around the school and explain the school's programmes and philosophies.

Our excellent Education Review Office report is available at the school office. Please ask.

This school is situated in the North Western sector of Tokoroa, drawing its pupils from an established urban area and the rural farming community. A stable roll ranges from 400 to 480 pupils with varied ethnic origins giving the school a multi-cultural dimension.

The pupils are polite, caring and display enthusiasm towards their education. Our pupils exhibit exemplary behaviour within the playground and classrooms.

The school has:

- a Learning Support Centre for children with learning disabilities.
- a full time support teacher for children whose learning may be at risk from social/behavioural factors.

A supportive community has provided resources and equipment to assist the staff in attaining our mission statement. These include excellent learning and teaching resources, a swimming pool, hall, three adventure play areas, library and resource room, computers and a modern administration area.

The school has a total staff of 48.

If you have questions after reading this booklet please don't hesitate to contact us phone 886 9169.

**Stephani Preston**  
Associate Principal

**Kim Lannon**  
Assistant Principal

**Karen Tyrrell**  
Deputy Principal

**Judith McLean**  
Principal

# STAFF

## PRINCIPAL

Judith McLean

## DEPUTY PRINCIPAL

Karen Tyrrell

## ASSISTANT PRINCIPAL

Kim Lannon

## ASSOCIATE PRINCIPAL

Stephani Preston

## TEACHERS

Nesta Baigent

Shirley Barber

Natalie Boss

Maree Cook

Rebekah Colquhoun

Megan Gooding

Kerry Hamley

Nada Harpur

Regina Ieti

Lisa Jones

Lisa MacDonald

Emma Martin

Laura Munro

Anne Rhodes

Mary Stratton

Kelly Waea-Allan

Leiset Wendt

Ashaan Wright

## APSEL CO-ORDINATOR

Raewyn Whiteman-Thorne

## LEARNING SUPPORT CENTRE TEACHER

Megan Lamb

## PART-TIME TEACHERS

Julie Berry

Donna Blair

Sarah Hutchison

## ADMINISTRATORS

Collette Cawood

Raewyn Handcock

Michaela Rackley

## TEACHER AIDES

Gina Adam

Angela Flynn

Fiona Garmonsway

Sara Haines

Rebecca Hall

Hine Keogh

Margaret Johnston

Vicky Kopu

Jeanene Lysaght

Jamie Miller

Shelley Miller

Kim Munday

Janice Paterson

Sam Rackley

Sharon Smith

Cherie Storm

Andrew Wendt

## LIBRARIAN

Donna Gordon

## CARETAKER

Phil Johnson

## GARDENER

Margaret Jackson

# BOARD OF TRUSTEES

## CHAIRPERSON

Latisha Kelly

## PRINCIPAL

Judith McLean

## STAFF REPRESENTATIVE

Nesta Baigent

## MEMBERS

Hamish Allan

Kiel Harpur

Theresa MacKinnon

Steve Martin

Steve Preston

# CLASSES FOR 2019

Our teaching staff will be 23.0 including the Principal. Total staff is 52, including support staff. The opening roll will be 400. We expect to grow to approximately 480 during the year.

## 2019 ORGANISATION AND STAFFING

### PRINCIPAL

Mrs Judith McLean

### DEPUTY PRINCIPAL

Mrs Karen Tyrrell

Middle School (Team Two)

### ASSISTANT PRINCIPAL

Mrs Kim Lannon

Junior School (Team Three)

### ASSOCIATE PRINCIPAL

Whaea Stephani Preston

Senior School (Team One)

## TEACHERS:

TEAM ONE			TEAM TWO			TEAM THREE		
	Room	Level		Room	Level		Room	Level
Ms Anne Rhodes	2	5 & 6	Mrs Kerry Hamley	8	3 & 4	Mrs Shirley Barber	6	1 & 2
Mrs Megan Gooding	3	5 & 6	Mrs Ashaan Wright/ Mrs Sarah Hutchison	9	3 & 4	Miss Laura Munro	7	NE*
Mrs Kelly Waea-Allan	4	5 & 6	Mrs Leiset Wendt	17	3 & 4	Mrs Nesta Baigent	10	NE*
Miss Lisa Jones	5	5 & 6	Mrs Lisa MacDonald	18	3 & 4	Mrs Maree Cook	11	NE*
Mrs Nada Harpur	20	5 & 6	Miss Natalie Boss	19	3 & 4	Mrs Emma Martin	12	NE*
						Mrs Mary Stratton	13	NE*
						Ms Regina Ieti	15	1 & 2
						Mrs Rebekah Colquhoun	16	1 & 2
						*New Entrants		

## ACHIEVEMENT by PROMOTING SOCIAL and EMOTIONAL LEARNING (APSEL) CO-ORDINATOR

Mrs Raewyn Whiteman-Thorne

## LEARNING SUPPORT CENTRE: CHILDREN WITH LEARNING DISABILITIES (Room 1)

Mrs Megan Lamb

# MISSION STATEMENT

***Together We Learn For Life - Ako ngatahi ki te ora***

## **OUR AIMS**

- \* To deliver high quality education in the seven essential learning areas.
- \* To provide learning activities based on learner needs.
- \* To involve children in goal setting and self assessment.
- \* To provide a stimulating school environment.
- \* To allow children to develop high levels of self esteem.
- \* To maintain a balance between academic, physical, cultural and emotional needs.
- \* To provide appropriate opportunities for all children to participate in school life.
- \* To provide opportunities for all children to participate in education outside the classroom.
- \* To enhance the awareness of the multi-cultural nature of the school community

*Our school operates on a system of shared beliefs and values which have been developed with staff and community. These are summarized on the next page.*

# SHARED VALUES and BELIEFS



## Tokoroa North School

*Together we learn for life - Ako ngatahi ki te ora*

### Tokoroa North School Shared Values and Beliefs

We believe in ...				
<i>Manaakitanga</i> Caring and Respect	<i>Pono</i> Integrity	<i>Ka haere ngātahi te mana me te mahi</i> Making positive choices for behaviour and learning	<i>Te kounga te Ako</i> Quality Learning	<i>Wānangatanga</i> Our community and whanau

LEADERSHIP and TEACHING: We value ...	
<i>Te kounga o te mahi</i> Quality work	<i>Te kounga o te whakaako me te ako</i> Quality teaching and learning
<i>Whakapono</i> Trust	<i>Tautokotanga</i> Building self-esteem within a warm and supportive environment
<i>Mahi ngātahi</i> Shared decision making and non-coercion	<i>He marau whānui</i> A balanced curriculum
<i>Whakaaro auaha, whakaaro whānui</i> Innovation and diversity	<i>He akomanga haumarū, he akomanga mahana</i> A high quality learning environment
<i>Pūkenga whakatupu</i> Personal development	<i>Hauroa</i> Health and well being
<i>Te rerenga pai o te kōrero</i> Open communication	

# KEY FEATURES OF TOKOROA NORTH SCHOOL

- Well resourced with:
  - extended hall
  - community built heated swimming pool
  - community extended library and resource room
  - community extended administration block
  - quality books, modern equipment and computers
  - modern, safe playground equipment.
- A staff dedicated to giving their best to all pupils, keen to use the most modern teaching equipment, resources and methods.
- Pupils who:
  - take pride in their school
  - take pride in what they do
  - are courteous
  - willingly accept challenges
  - are eager to please
  - are caring of one another
  - respect individuality
  - are sensitive towards cultural differences
  - are creative
  - are familiar with computers
  - will be offered every opportunity to succeed
- A well resourced Learning Support Centre for children with learning disabilities.
- A full time support teacher providing support to children whose learning may be at risk from social / behavioural factors.

# FEATURES OF THE CURRICULUM

## **READING:**

The school strives to develop independence in reading using a wide variety of modern reading material. Reading Recovery is available. The school has a well stocked library and a qualified librarian.

## **WRITING:**

We emphasise independence, creativity and quality.

## **ORAL LANGUAGE:**

A support group is available for those junior children with special oral language needs.

## **MATHEMATICS:**

We emphasise understanding, problem solving and mathematical learning in context.

## **SCIENCE:**

Science is an important part of our unit study curriculum and is taught in all classes.

## **TECHNOLOGY:**

The school uses technology to enhance learning and makes developments in technology available to children and staff.

## **EDUCATION OUTSIDE THE CLASSROOM:**

The school has a senior (Year 5 and 6) camp programme and the local environment is used by all classes.

## **SOCIAL STUDIES:**

A varied programme is followed including visits, visitors and parent involvement.

## **PERCEPTUAL MOTOR PROGRAMME:**

PMP provides meaningful activities, through movement, and experiences in areas that have been shown to be related to cognitive development prior to the onset of formal learning.

## **PHYSICAL EDUCATION:**

The school has a solar heated swimming pool. Physical Education is activity centred with emphasis on co-ordination, balance and skills.

## **ART & CRAFT:**

Children are encouraged to explore different media and to use their imagination.

## **MUSIC:**

The school has a choir and cultural group.

## **HEALTH:**

We concentrate on the development of self-esteem and consideration of others.

## **COMPUTER STUDIES:**

There is at least one computer in each classroom. The school has 100 computers, i-Pads and Chrome Books available for children's use. The school internet access is secure and content is filtered.

## **CHILDREN WITH SPECIAL NEEDS:**

Special needs are identified and programmes provided. Additional support staff are paid for by the Board of Trustees. The school has a wide variety of special needs programmes in operation.

## **CHILDREN WITH SPECIAL ABILITIES:**

Child-centred extension and enrichment programmes are provided.

## **SPORT:**

School sport is based on the "Kiwi Sport" programmes. There is a variety of after school and weekend sports available.

## **PLAYGROUND:**

The school has well developed playground equipment including three adventure playgrounds.

## **VALUES:**

Our shared values are part of the Health curriculum. Staff reinforce and teach these values as part of the wider school culture. We also have specific programmes aimed at addressing values with children. Our "Lunch Club" is one example.

# GENERAL INFORMATION

## SCHOOL HOURS:

8.15	Baird Road Patrol Crossing on
8.30	Paraonui Road Patrol Crossing on
8.30	School opens
9.00	School starts - classes in.
10:30	Morning Interval
11.00	Classes in
12:30	Lunch
1:15	Classes in
3:00	End of classes
3:20	Crossing patrols off duty

It is important that all children are at school by 8:50 am, ready to start class by 9:00 am. Please ensure that you send a written explanation to the teacher if lateness is unavoidable. Late children need to report at the office.

## OFFICE HOURS:

8.30am to 3.30pm (an answer phone operates when office staff are not available)

## ABSENCES:

All children are expected to explain absences. If your child is not going to be present please notify the school by one of the following options:

- Leave a message on the school answering machine or with the office at 886 9169
- Send a note to the class teacher
- Text child's name, room number and reason for absence to 021 0232 5771
- email - [information@tokoroanorth.school.nz](mailto:information@tokoroanorth.school.nz)

Parents/caregivers of children with unexplained absences may be contacted by office staff for an explanation.

If children are going to be away during term time for a family/overseas holiday, a signed letter of explanation and dates of duration of absence must be provided to the office. (This is a Ministry of Education requirement).

## LUNCHES:

Collette Cawood takes orders at 8.30am in the hall. Order slips are completed at home. Please send your order in an envelope with the correct change. Orders must be made before 9.00am when classes begin. A price list is available from the lunch ordering room before school, or the office.

## LUNCH AT HOME:

Please send a note if you wish your child to go home for lunch.

## STATIONERY:

At the beginning of each year your initial stationery order is at discounted prices. During the first week your child will bring home a stationery order. All books can be purchased through the school between 8.30 & 9am from the office in the administration block during the rest of the year. We purchase in bulk to get a discount which is turned back into school resources. **Updated price lists will be available in the classrooms.**

## SCHOOL DONATIONS:

The Board of Trustees asks parents for a school donation of \$30 per child each year. This is to cover school administration, sport and recreation, and to purchase any extra items not supplied by government funding.



### **ACCIDENTS, ILLNESSES, EMERGENCIES:**

It is important that the school has your up-to-date phone number and address in case of accident or emergency. If there are any changes, please advise us. We also require alternative contact for emergencies and sickness. In the event of an accident at school we will attend to the child. If necessary, we will make arrangements with the Tokoroa Hospital Accident and Emergency Clinic, or contact you to take your child to your doctor for further treatment.

If your child is obviously unwell we will contact you, or your emergency contact, to come and collect your child. We will not send a child home to an empty house.

All medication, including inhalers, is to be kept in the medical room, and should be taken home at the end of a term for checking. Short term prescription medication must be taken to the office, for placement in the medical room.

### **HEALTH SUPPORT SERVICES:**

We have visits from the Public Health Nurse, Hearing and Vision Technician and Speech Therapist. If you have any concerns about your child's health, speech, sight or hearing, please contact us, so that we can contact the appropriate service. We are also in regular contact with the Psychologist and Youth Aid Officer as the need arises. A Children's Ear Clinic is held regularly at Tokoroa Hospital 885 0600 – phone for an appointment

### **DENTAL TEAM:**

The Dental Team is based at Tokoroa Hospital and can be reached by phoning 885 0642 for urgent work.

### **CIVIL DEFENCE ... EMERGENCIES:**

Should any major disaster or emergency occur, children will be held at school under teacher control until a parent or authorised person comes to collect them.

In the event of a major emergency the school would be under the control of Civil Defence Organisation, and any communications would be broadcast over the local radio. The school is also a warden post and used as headquarters for local emergencies.

### **HOMEWORK:**

Children in Year 1 - 2 classes are not given homework, but may take home a home reader or a library book to share with you. The home reader may be at a level below their present instructional level. It is given to let children practise their reading skills with confidence.

Children in Year 3 - 6 classes may be set homework, but this should never exceed half an hour per night.

### **LIAISON - HOME AND SCHOOL:**

Newsletters will be sent home regularly to keep you informed of school matters and coming events. Check with your child to see if he/she has brought one home. You can also view coming events on the school's website at [www.tokoroanorth.school.nz](http://www.tokoroanorth.school.nz)

In Term 2 we have a teacher / parent interview to discuss student's Learning Plan where progress is clearly indicated and shared goals are set for the remainder of the year. This is supported with a written summary of the information shared and goals set.

A full written report is sent out at the end of the year which reports on progress and attainment against the New Zealand curriculum requirements.

Should you have any concerns regarding your child, please make an appointment to see the class teacher, senior teacher or myself.

### **KICK-START TO SCHOOL PROGRAMME:**

To prepare children for a smooth transition from preschool to school we have a programme for children turning 5 years old, and their parents/caregivers who must attend with them. This is a once a week session held over 10 weeks in addition to the preschools that your child may already attend. A Kick-Start enrolment form is available from the school office or your child's preschool.

**ROAD PATROL:**

Road Patrol monitors operate at the crossings on Paraonui Road (8.30am to 8.55am) and Baird Road (8.15am to 8.50am) and after school from 3.00pm until 3.20pm. Mr Tommy Edgar supervises the Baird Road crossing.

**PARKING:**

Please ensure that when parking in the turning bay that the centre lanes and driveways are left free. A chain is placed across the northern entrance of the bus bay in the afternoons for further safety of the children. Use of the school driveway is strictly prohibited.

**CYCLE SAFETY:**

Years 4, 5 and 6 children only are permitted to ride to school. Please ensure that your child knows the road rules and that the bike is road worthy. All pupils riding bikes to school must wear correctly fitting safety helmets *and lock their bikes while at school.*

**USE OF SCHOOL GROUNDS:**

We encourage pupils and the community to use our grounds and facilities outside of school hours and during the weekends. On school days children must go home at 3.00pm before returning. Users are asked to report any vandalism or people acting suspiciously. If the grassed areas are water logged no one is permitted to use the grounds for sport.

**LOST PROPERTY:**

Please name all belongings and encourage your child to check the lost property box regularly in the cupboard on the outside of the hall (driveway side).

*Thank you for taking the time to read this booklet. If you have any queries please do not hesitate to contact the school.*



**Judith McLean**  
PRINCIPAL