

# The A - Z on Paerata School

## Absence

If your child is absent from school please either ring or text the school, or use the HERO app as soon as possible. Please give a reason for the absence. If you are unable to do this then please send a note along with your child when they return to school. Through our Student Management System (HERO) texts are sent out to caregivers when we haven't received a phone call or text from you by 10am. We will ring or notify you if we are concerned about too many absences. Absence from school without good reason can be a truancy issue.

## Achievement Assemblies

Classes take turns at hosting our assemblies every second Friday from 2:15 - 2:40pm. Students are presented with certificates from their teachers. You are most welcome to attend and enjoy. We also hold a school prize giving at the end of the year to celebrate the students' academic and sporting achievements.

## Bible in School (Launchpad)

For 30 minutes every Wednesday during lunch time. Bible in School is opt-in only. Parents must give us written permission if they would like their child/ren to attend.

## Before School and After School Care

KAS (Kids After School) provide before and after school care onsite. They operate independently out of our school gymnasium. For further information you can email them on: [admin@kidsafterschool.co.nz](mailto:admin@kidsafterschool.co.nz) or visit their website: [www.kidsafterschool.co.nz](http://www.kidsafterschool.co.nz)

## Breakfast Club

We have a breakfast club from 8 - 8:30 am every Tuesday through to Friday. Sanitarium provide us with the Weetbix and Anchor provide us with milk. Whenever possible we have fruit available as well.

## Bus

Students who are in zone and are living at least 3.2 km from our school are entitled to catch the school bus.

## Carpark and Drop-off/Pick-up Zone

### School Carpark

Parents are welcome to use the visitors parking area if they are planning on getting out of their car to collect students or come into the school.

### Drop-off zone - 'Kiss and Go' zone

Parents can enter the drop-off zone via Jonah Lomu Drive and exit back onto Jonah Lomu Drive. This is a ONE WAY system and requires you to 'Kiss and Go'. There is no parking and leaving your vehicle. Students should always depart a car on the footpath side of a car.

## Class Levels

The composition of each hub is determined by the number of children at each level.

## Dental Clinic

The Dental Nurse visits the school once a year in a mobile dental van, and then makes appointments for those children who need follow-up treatment. The appointments will be made for you to take your child to the Pukekohe Dental Clinic (at the back of Pukekohe Intermediate School). If you need to make an appointment outside of these times please ring the Dental Nurse on 09 237 1070.

## Education Outside the Classroom

**Camp** - Every second year students from Huawai hub go 'on camp'. This is planned as a educational and enjoyable time for all involved. The senior students are expected to help with fundraising for their school camp; these fundraising efforts help ensure the cost to parents is kept to a minimum.

**Trips/Visits** - From time to time classes go on various trips out of the school. These are directly related to a study in class.

## Emergencies

- ♦ Emergency Drills are carried out each term.
- ♦ In the event of an emergency closure of the school, children will not be sent home unless parents have been contacted.
- ♦ Emergency notices will be posted on the HERO community news feed.

## Enrolment Procedures:

### New Entrant/Year 1 students

Paerata School has a cohort entry for New Entrants/Year 1 enrolments.

Please contact the school at least two months prior to your child starting school so we can organise a time for you to meet with Mrs Jennifer Roberts, our new entrants liaison.

### Year 2-8 students

If you are wishing to enrol a child who is already attending school please contact the school so we can organise a time for you and your child to meet with Mr Luke Thompson, our Principal.

## Facebook

You can now follow us on Facebook. To find us search for "Paerata School".

## Farewell Function

At the end of each year we celebrate the Year 8 student's time with us with a special Year 8 graduation dinner. Every Year 8 student is entitled to bring 2 parents or caregivers with them to this dinner.

## Food

We are part of the Ka Ora Ka Ako (Lunch in Schools Programme). Students receive a prepared lunch everyday. Please tick the appropriate box on the enrolment information form to indicate whether your child would like to receive a school lunch. If your child will be receiving a school lunch and has any special dietary needs please let us know so that our lunch provider can cater for your child. You will still need to provide your child with morning tea. We are also fortunate enough to be part of the fruit in schools programme and receive two deliveries each week of seasonal fruit for students to eat. While we have water fountains available, students are encouraged to bring a drink bottle with water. We encourage healthy eating and therefore discourage sugary drinks and confectionery from school.

## Friends of The School

Instead of a PTA we have our Friends of the School group. They organise fundraising events and fun things like discos. This is a great way of meeting other parents.

## Gardens

We have a small orchard, raised garden beds and compost bins to enable students' to learn about what is involved with growing food.

## Grounds

People are welcome to enjoy the grounds in 'out of school hours'. We expect everyone who uses our school to respect our trees, gardens, buildings, outdoor furniture etc. and use and leave them as they are meant to be. There is no supervision of children out of school hours, so if your children come into the school to play please check on them. The grounds must be vacated by dark. If you bring your dog onto the grounds please remember to clean up after them!

## Hats

All students are required to wear a school hat when outside during terms 1 & 4. If your child does not have a hat with them they will be required to spend break times in a shaded area.

## Hours

The children are welcome to come and wait in the school grounds from 8:15am. Children arriving in the morning can play on the court, playground or field, or under the canopy if it is raining.

PAERATA SCHOOL	TIMES
Entrance Bell	8:20
Class Begins	8:50
Brain Break (in class)	10:00
Interval	10:50 – 11:20
Lunchtime - eating	12:35 – 12:45
Lunchtime – playing	12:45 – 1:20
School Finishes	2:45

## Hubs (classrooms)

Our hub names were gifted to the school from Ngati Tamaoho, the four names have been kept within the theme of the Rata tree. This creates a story of the growth for our students as they learn, grow and mature with our school.

### Kākano:

The planted seed, the keeper and guardian of dormant potential. New Entrant & Year 1-2

### Mātātupu:

The first shoot, like the big bang, dormant potential is released. Year 3 & 4

### Māhuri:

The young Rata, setting root formation for a steadfast foundation. Year 5 & 6

### Huawai:

The Adolescence, over filled with knowledge and teachings to allow one to flourish. Year 7 & 8

## Information Technology

We have a variety of devices available for classes to use and teachers integrate these into students' everyday life and learning programs. We wish to maximise the learning enabled by these devices and support students who choose to bring their own digital devices to school. Therefore students can, if they wish, bring an approved laptop or tablet to their regular classroom every day. Teachers will direct how these devices will be used to support learning. However, there is no expectation for students to bring a device to school and Paerata School will continue to provide access to digital devices for all students.

## Jewellery

For health and safety reasons students with piercings are to wear small studs or sleepers only. If your child has a significant piece of jewellery you wish them to wear then you need to complete a disclaimer form. Please get a form from the office.

## Kapa haka/Cultural Groups

Whenever possible the school endeavours to have a kapa haka group for our senior students. They practice during school hours and perform at special events. We also endeavour to celebrate the different cultures and languages represented within our school. If you are able to help with these, please let us know. We would be happy to have you involved.

## Late for school

Students arriving after the bell has gone at 8:50am need to report to the office so that we can ensure they are marked present.

## Lego Club

Lego Club is open every Friday at lunchtime. All students are welcome to come along and enjoy building with our lego sets.

## Library

All classes have access to use the library so that students can get books out to take home to read. Please encourage your child to look after our school library books and ensure they are returned to school by the end of each term. It is also an environment for children to relax, read and play quiet games during break times.

## Lost Property

Please name your child's clothing. We keep a lost property basket outside the gym server. The lost property is brought to the school assembly every Friday in order to try and find who it belongs to. Please see the office if you would like to look through the lost property basket for your child's missing item.

## Market Day

Hubs use this day to show off their wonderful artwork and students complete floral displays on the day, all of which is judged. Each Hub runs a stall and teachers welcome whanau help and support. This is a fun day and whanau are encouraged to come along and join in the day's activities.

## Money

When sending cash to school with junior students, please put the money in an envelope with the child's name and what the money is for clearly written on it. We do not have eftpos at school.

## Newsletters

The school newsletter goes home each Thursday with the eldest or only child from each family. We are also happy to email a copy home to you. If you would like to receive a copy via email please let Mrs Shea know (this option is also included on our enrolment form). The newsletter can also be viewed via school website and HERO. Please ask your child for it as it is a good way of keeping up with what is happening in the school.

## Office Hours

We endeavour to have someone available at the office every day between the hours of 8:30 - 3:30.

## PB4L - What is PB4L?

The acronym PB4L stands for Positive Behaviour for Learning. It is a school-wide integrated initiative, which aims to promote appropriate behaviour in a positive manner that is non-threatening and supportive of all students and staff. It aims to minimise problematic behaviours and maximise and celebrate positive social and academic student behaviours.

## Peer Mediators

As part of the Cool School Programme we have senior students who have been trained to work with students to solve minor playground issues during lunchtime.

## Photos

Photolife Studios come out to our school in Term 2 to take the students individual/family photos and our class photos. Photolife will provide parents with a sample of your child's individual photo with an order envelope. The class photos are available to view in the school foyer.

## Questions

If you have any queries or concerns, in the first instance please do not hesitate to communicate with your child's hub teachers via email and then if required, a time to meet can be arranged. In the interests of time commitments for our staff it is important that this process is followed.

## Road Patrollers

Our teachers and Road Patrol monitors cross students at the 'kiss and go' crossing every afternoon.

## Robotics

We have several robotic sets for our senior students to build and then programme to carry out tasks.

## Reporting to Parents

In term 2 we hold Parent/Teacher interviews.

Parents are able to access their child's progress data and learning stories through the HERO app.

The learning goals are updated regularly by teachers as students achieve them which will show progress through the curriculum levels. We have decided to take this path instead of paper reports as we feel this provides parents with a better way to see all their child's learning stories; assessments and progress data on a regular basis as opposed to twice a year.

## School Fees

We are fortunate enough to be part of the Ministry of Education donation scheme. Therefore, we do not ask parents and caregivers for school fees, except for overnight camps. This initiative is designed to alleviate the pressure on parents and caregivers.

## Scholastic Bookclub

Twice a term we send home the Scholastic Bookclub order. You can place an order directly through their website or you can send your order back to the school office and we will place it for you.

## Smoking

The school and grounds are a 'NO SMOKING' or VAPING area

## Sports

We participate, along with other Franklin schools, in sporting events such as:

Swimming Sports, Cross Country, Athletics, Basketball, Rippa Ruby, Orienteering, Soccer, Touch Rugby and Netball.

## Stationery

At the beginning of the year each child is provided with a list of stationery requirements. We no longer sell stationery at the beginning of the year through the school but we do keep some stock for parents to purchase during the year when required.

## Student Phones

Students must hand in their phones to the office upon arrival at school and only collect at the end of the day.

## Technology

Our Year 7 & 8 students attend Rosehill Intermediate School in Papakura for Technology. They travel by bus once a week for a 1 ½ hour technology session. We also have technology rooms on site for all students to use. Currently our technology rooms are used for Robotics, Science, Lego Club, Sewing, Cooking, Music and a dedicated Art room.

## Uniform

Our School uniform is available to purchase through Argyle Online: <https://www.argyleonline.co.nz/>  
We hold a limited amount of school shirts, polar fleeces and hats on site for parents to purchase. If you would like to get an idea of the sizing, we have the Polo shirts, hats, and polar fleeces available for your child to try on. Please see the office. We also have printed house shirts, you are under no obligation to purchase these and your child is welcome to wear any T-Shirt in their house colour. If you would like to purchase a shirt they are \$30 and are available from the office.

## Wheels at school

We were fortunate enough to have been a recipient of the Bikes in Schools programme in 2023 therefore, we have a good supply of bikes and scooters for students to use. However, students are welcome to bring their skates, skateboard or own bike or scooter to school - don't forget their helmet!

## Wonderful Helpers

**Students** – those senior students who have held and consistently carried out at least two positions of responsibility throughout the year are rewarded with a trip to Rainbows End for the day.

## Year 8 Art

During term 4 our Year 8 students work with one of our teachers to complete a special piece of art that will then be put on display in the school. Our students look forward to producing this piece of art and gifting it to the school and each year we look forward to seeing what they have created.