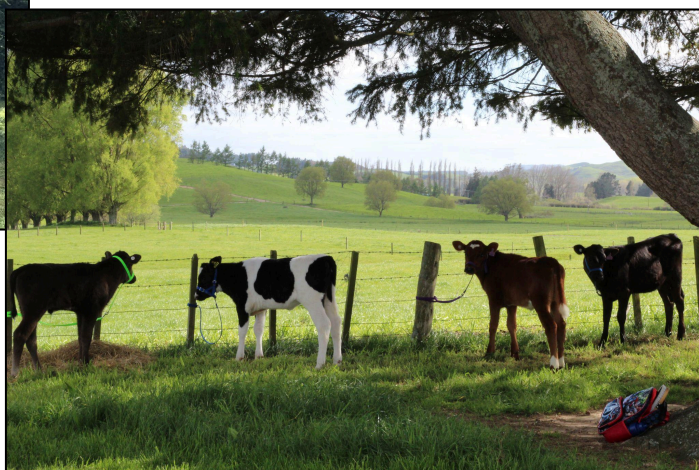


Waikite Valley School

1090 Waikite Valley Road, RD 1, Rotorua 3077 Tel 021 294 9633,
www.waikitevalley.school.nz office@waikitevalley.school.nz

Developing Learners for Life

**We are: Confident, Optimistic, Unique, Respectful,
Adventurous, have Grit, Enthusiastic
C.O.U.R.A.G.E.**



Welcome to Waikite Valley Primary School

As a new parent you will want to know what goes on in the school on a day-to-day basis. This booklet is designed to help you get to know the school and its activities.

Our school recognizes that each of our pupils has their own individual talents, uniqueness, dignity, motivation and **ways of learning**.

Our programs aim to provide learning experiences and activities that allow all children to achieve success and develop a positive self-image.

Our school enjoys excellent community support and is well resourced because of this. We welcome all parents to take an active part in their child's learning process and invite you to arrange a visit to your child's class and join in with some of their learning.

<https://www.facebook.com/WAIKITEVALLEYSCHOOL/>

The School Website has the weekly newsletters published and you can sign up for a digital version to be sent to your email: www.waikitevalley.school.nz

MISSION

The school, in partnership with the community, aims to develop the person for life, using high quality learning opportunities pitched to individual needs. We believe that each student travels on a learning journey and it is our responsibility to ensure that they are successful, positive and challenged along the way.

MISSION STATEMENT

Waikite Valley School – Developing Learners for Life

THE SCHOOL

BOARD OF TRUSTEES

Your Board members are:

Chairperson/Presiding Member

Sophia Burton

Committee:

Tracy Bain

Mary Briggs

Mike France

Kelly Weston

Staff Representative:

Sheena Hunter

Principal:

Sue Ratcliffe

BOARD OF TRUSTEES

The Board usually meets in the staffroom once a month. Meetings are open and all are welcome to attend. Minutes are published on the school website or available from the office.

TEACHING STAFF

Pod 1 (New entrants)	Lisa Dinning
Room 2 (Yr 2/3)	Sheena Hunter (Term 1 & 2)
Room 3 (Yr 3/4)	Sheryl Pearson (Mon-Wed) & Lorraine Bowman(Thurs-Fri)
Room 4 (Yr 5/6)	Julian Prestidge
Maths Specialist Teacher	Sheryl Pearson
Teacher Aides	Kelly Curtis, Alice Gielen & Danielle Gardiner
Librarian	Alice Gielen
Office Administrator	Kelly Curtis
Principal	Sue Ratcliffe

ENROLMENT REQUIREMENTS

The school is required to file a copy of all 5 year old birth certificates and immunisation certificates. An enrolment form plus other relevant forms also need to be completed. Mrs. Dinning can be contacted at school for pre-school visit details.

ABSENTEEISM

If your child is away please contact the school, respond on the absentee form on the school website, send a private message via the facebook page or write a note and give a reason for the absence. You will be contacted if no notification has been given to the school by an adult; this is because of safety issues.

EDUCATION RELATED SERVICES

These services can be referred to for all students if recommended by parents and/or staff.

- Public Health Nurse
- R.T.L.B (Resource Teacher Learning and Behavior)
- Speech and Language Therapists
- R.T.Lit (Resource Teacher for Literacy)
- Or other services relevant to your child's individual needs.

LUNCHES

Lunches are available for students to purchase. All food has the Heart Foundation tick (✓) and ranges from \$1 - 3.00 per item. Orders are taken in each classroom at 9am.

WAIKITE VALLEY SCHOOL LUNCH PRICE LIST

Sausage Rolls	\$3.00
Johns Pies(Mince or Mince & Cheese)	\$3.00
Juicies	\$1.00
Moosies	\$1.50



SCHOOL BELLS/TIMETABLE

9.00am	School Commences (First Learning Block)
11.00am-11.45	Interval/ Morning tea
11.45am- 1.15pm	Second Learning Block
1.15pm – 2.00pm	Lunch
2.00pm – 3.00pm	Third Learning Block

Stationery lists

These are available from the Office, on the school Facebook page and website.

No School Fees

Our school is eligible for a Donations scheme. This means there will be no school fees.

This donation **doesn't** cover costs of all extra curricular events, sports and camps. These will still be invoiced.

School Camp Fee

TBC

We welcome ongoing payment plans if it is easier for your whanau to pay off over time.

PAYMENT OPTIONS

Automatic Payment

Bank Account Details –Waikite Valley School 12-3155-0006515-00

Please use Child's Name and a description of what the payment is for.

EFTPOS

Available at the school office. Credit cards accepted.

OFFICIAL SCHOOL HOURS

Our school officially begins at 9am but there is always a staff member at school from 8am to 5pm. The office administrator (Mrs. Curtis) is in school 8.30am-4pm, Mon-Fri. We have an answer phone that is checked regularly – please feel free to leave a voice or text message on the phone: 021 294 9633.

Your children are **welcome at school from 8am** and we have an **after school care program that runs until 5pm if required. This is free of charge thanks to being subsidized by ONE FOUNDATION.**

BUSES

MORNING

7.30am 429 Hossack Rd
7.35am 119 Corbett Rd
7.40am 401 Tumunui Rd/Barber Rd
8.00am 297 Ngapouri Rd
8.30am 1427 Te Kopia Rd
8.50am Waikite Valley School

AFTERNOON

3.10pm
3.15pm
3.20pm
3.40pm
4.10pm

Ritchies are our bus provider.

CAMP

TBC

KA HIKITIA

On Monday students work with Matua Grant Hohepa learning about Te Reo, local iwi kaupapa, waiata, haka, powhiri and tikanga. From this learning we have developed a whole school Kapa Haka performance group and can perform a full powhiri. If possible, we join with other schools in the Reporoa Cluster to perform at a Cultural Festival.

NEWSLETTERS

A weekly newsletter goes out each Monday. We celebrate students' success and achievement, discuss learning in and around the school, and outline current and upcoming events. You are welcome to place small notices if there is room. This newsletter is also published onto our website and can be emailed out if you provide the office with your contact email.

REPORTING TO PARENTS

We have open classrooms, Parent/Teacher interviews and Student Led Conferences. Parents and students discuss goals, set targets, review learning etc. Parents have a learning conversation with their child in the classroom and discuss progress, learning and next steps. The children are coached on how to run the conference. The teacher is present for support and to answer any questions. These conferences have become part of our learning culture and we believe it is empowering for each student and informative for parents.

We send out formal reports in the middle and at the end of the year, which will have your child's learning progress, relating to curriculum areas and the key competencies.

Teachers are always available to arrange interviews or just to 'catch up' on your child's learning.

STUDENT DUTIES/MONITORS

The students support the school in a number of ways including presenting and hosting assemblies, senior leaders, bell ringers and sports, lunch and bus monitors.

COMMON DISEASES

Although we appreciate privacy, it is important that you notify us immediately if your child catches a contagious disease. We can then take precautionary measures. Confidentiality will be maintained at all times.

These diseases include: Ringworm, measles, chicken pox, mumps, scabies, school sores and hepatitis. Please notify the school if an outbreak of head lice occurs.

CYCLING

Students are welcome to bike to school. It is important that all safety rules are followed (including a helmet) and that the bikes are stored in the shed behind Te Ruma Rua. Several of our students wear a bright high visibility vest. The Police recommend that children do not ride alone on the road before the age of 10.

PUMP TRACK ROSTER

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Pod 1	Room 2	Room 3	Room 4	Room 4

We are very lucky to have a pump track on site (by the swimming pool) that is open 7 days a week. We have rostered the classes so that it does not get too busy during breaks. For any of these activities they must have helmets and lace up shoes on at all times.

CLOTHING

All items of clothing should be clearly named. We encourage children to be responsible for their own clothing. Lost property is displayed in the courtyard. Unclaimed items are given to a charity at the end of each term.

DENTAL CLINIC

There is no longer a mobile clinic for rural schools, if your child needs dental care you can contact the Lakes Teeth team on: 027 578 0275 (text) or 0800 525 378. The Dental Clinic also treats pre-school children and teenagers (up to 18th birthday).

FIRST AID TREATMENT

We have a first aid room and most staff members hold current first aid certificates. Our school follows procedures recommended by the Board and Ministry.

Staff will attend to most day-to-day accidents, if we feel it necessary to involve medical support or advice then we will contact you.

Prescription Medication: If there is medication your child needs to take at school please write a note and it will need to be handed into the office.

All students that have Asthma and can monitor this condition are welcome to carry their inhaler with them. It is a good idea to keep an additional inhaler in our first aid room.

Any medical condition needs to be explained in your child's enrolment form. They will be entered on a school wide register.

P.T.A.

We have an energetic and committed PTA that meets each month, they openly welcome new members if you are interested in becoming a part of this group. The A.G.M is usually held in March. Meetings are advertised in the weekly newsletter and on our facebook page.

PET DAY

This is a rewarding experience for all students. This is a strong part of the culture of the school with calves, lambs or kids being reared. It is generally held early in the 4th term with further details coming out closer to the time. Successful competitors may move through to Group Day.

POLICIES and PROCEDURES

These are being reviewed on a continuous basis. Please follow the link provided below to view. We welcome input from the community and you are welcome to view these at any stage. Minutes of BOT meetings and other relevant information, including school policies, are on the school website and also available to read in the office foyer.

SchoolDocs site

waikitevalley.schooldocs.co.nz

Community username

[waikitevalley](#)

Community password

[courage](#)

REWARDS AND DISCIPLINE

The school encourages good behavior by positive reinforcement. Students can be encouraged in a number of ways including:

- Verbal specific praise/feedback and feed forward
- Written praise
- Stickers or spotty box rewards
- Phone calls, text, facebook pm or dojo messages
- Dojo rewards



We want our students to be able to 'walk the walk and talk the talk' with regard to these competencies.

Strategies to promote this are:

- Speaking the language of the competencies – this will include school assemblies, on signs around school, incorporation into inquiry themes e.g. peer learning, ako, caring for each other, participation etc.
- Developing learning focused relationships.
- Recognising teachable moments.
- Transfer of this culture from the classroom to the playground and at home.
- Foster our school core values – **Confident, Optimistic, Unique, Respectful, Adventurous, Grit, Enthusiastic C.O.U.R.A.G.E.**
- Values Assembly (Weekly)

We also have individual classroom Sharing Assemblies to celebrate student achievement and effort. Our End of Year Assembly formally recognises the students who have achieved excellence over the year.

We do not tolerate bullying, verbal or physical abuse. If this occurs students are removed from the playground or classroom. Parents are contacted if deemed necessary. This does not occur often, but a system is in place and we appreciate support in this area.

PARKING

When dropping off or collecting children outside of bus hours please use the drop off zone. The bus bay must be kept free from 8:45-9:10am and from 2:45-3:10pm. Parents collecting children must come into the school grounds to do so. Please wait under the shade sail in the courtyard for minimum disruption to classes.

PARENT HELPERS

Our school encourages active involvement from parents in their child's education. If you have a particular skill you would like to share, or would like to offer classroom assistance (not necessarily your own child's room), please contact the school. This may be on a regular or one off basis, morning or afternoon. We're flexible!

SUN CARE POLICY

Students must wear a school sun hat during Terms One and Four. These are compulsory and can be purchased for \$20 from the office. We also encourage children to wear sun block & glasses.

SPORTS

Sport has a high priority at our school. We have wonderful grounds and resources and we try to provide many opportunities for students to take part in a range of sport and recreational activities. Eg. Hockey teams, rippa rugby, tough kid challenge, RAT's duathlon's, swimming etc.

SWIMMING

We aim to have the pool open early in Term 4 until late in Term 1. It is open to the public over the Christmas break and keys can be purchased from the school office.

We expect students to bring their togs and towel each day the pool is open to make the most of this facility. If a child is unable to swim, please send a note or contact the school.

We are involved in a SwimMagic program tutored by Tara Watt in our school pool. This is to ensure the students of our school attain a minimum swimming level to address water safety (Year 3-8).

VALUABLES

We do not encourage valuable items coming to school, as the school cannot be held responsible for loss or damage. If they absolutely require a phone for out of school hours, they must hand it to the office as soon as they arrive at school and can collect it when they are leaving the school grounds. If they need to use it during the day, it will be under adult supervision. Thank you for your support in this area.

SUMMARY

Hopefully this booklet has answered most of your questions. We look forward to an excellent educational relationship with your children and yourself. Please get in touch if there is anything you would like to know that has not been addressed.

Kind regards,

Sue Ratcliffe - Principal/Tumuaki - Waikite Valley School - *Developing Learners for Life*

Mob: 022 5055821

E: principal@waikitevalley.school.nz



