

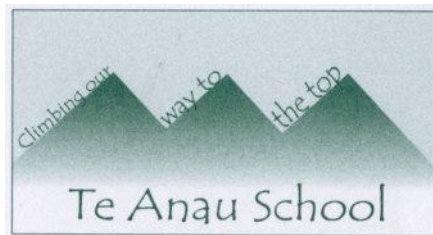
Te Anau

SCHOOL

Climbing our way to the top ...



INFORMATION BOOKLET 2012



Our Mission:

To provide a high quality, balanced education for all pupils that will enable them to develop to their full potential.

Our Vision:

The teachers of Te Anau School aim to...

Develop confident, connected learners, equipping them to climb their way to the top.

Our School's Fiordland Values:

Fairplay
Integrity
Optimism
Respect
Diligence
Learning for Life
Acceptance
Neighbourly
Determination

School-Wide Goals

These are based on our values.

Fairplay –

1. follow all rules in games and cooperative activities
2. encourage and include others in their games and activities

Integrity –

1. be honest and tell the truth at all times
2. make good choices and decisions
3. be reliable eg return school property, carry out duties

Optimism –

1. demonstrate a positive attitude towards challenges
2. try new things

Respect –

1. use manners and address people by name eg please, thank you, opening the door
2. use and look after their environment appropriately eg books, school property, sports gear etc

Diligence –

1. set out all work according to the School Guidelines
2. demonstrate self-discipline eg time management, neatness

Learning for life –

1. ask important and relevant questions and use a variety of questioning techniques
2. suggest innovative and creative solutions

Acceptance –

1. accept and respect differences in others and their opinions
2. show patience towards others in group work

Neighbourly –

1. show a caring and compassionate attitude towards others
2. work and take part in a team / their community, with pride

Determination –

1. set high personal goals for themselves
2. work to achieve personal goals

From the Principal

Nau mai! Haere mai! A very warm welcome to you and your family to Te Anau School.

We all take a great deal of pride in our school and I am sure you and your child/ren will enjoy many positive years of association with us.

We provide a well-balanced curriculum rich in Literacy and Numeracy. Children are provided with a range of extension and remedial opportunities which cater for the individual needs of the child.

Children are encouraged to take on extra-curricular activities such as public speaking, sports, the arts, leadership roles etc. This gives them the knowledge, skills, attitudes and values required to successfully transition into Intermediate and High School.

Te Anau School is a very well-resourced school and we endeavour to keep up with technological advancements. There are data projectors and computers in most classrooms, plus mobile laptop computers used across the school.

Children utilise Information Communication Technology (ICT) as part of their learning which further equips them for their bright future.

We have an “Open Door Policy” which means you are welcome to visit at any time. We really appreciate the positive relationship we have between school and home as it provides the children with a strong, supportive learning environment.

Communication is the key to building and maintaining sound relationships between home and school so I encourage you to contact either your child’s teacher or myself if any need arises.

Here at Te Anau School we endeavour to keep you well-informed about your child’s progress through Parent-Teacher Interviews and formal written reports, written in relation to the National Standards twice per year.

I am very proud to lead Te Anau School and be part of such a fantastic team.

I can be contacted by e-mail on rrush@teanau.school.nz or by the contact numbers on the front of this booklet.

Kind regards,
Rob Rush



About Te Anau School

We are a contributing (Year 0 – Year 6) school (U4) with a roll of between 150 and 200 students. We have a decile ranking of 8.

The school site is on Milford Road and occupies a tree lined site of 2.2 hectares in the centre of Te Anau township.

The community has a town/country population of about 3000 – we are a holiday destination for some people who have holiday homes here. Overseas tourists also visit us in large numbers especially in the summer months.

The local community has people from a cross-section of service industries, tourism-related businesses, Department of Conservation, Fiordland National Park, fishing, transport, food and catering, farming, transport and education. The community is very supportive of the school.

The school is staffed with enthusiastic, highly-qualified teachers and teacher aides. Staffing is generally stable.

Our school has the following staffing in 2012:

- Nine classroom teachers
- One literacy support teacher
- Two additional support and release teachers

- 4 teacher aides
- Principal
- Office administrator
- Financial Support staff
- Cleaner
- Cleaner/Caretaker
- Relieving teachers
- Librarian

School Resources

We have excellent teaching resources including

- Well-stocked Library
- Resource rooms
- Teacher-aide room
- Sports shed
- School Hall
- Heated/covered swimming pool
- Double tennis courts
- Fitness trail
- Rugby, soccer, hockey fields
- Heated classrooms and administration block
- Verandahs outside main classroom blocks
- School house (BOT owned)
- Landscaped grounds



Board of Trustees

The Board meet on the third Tuesday of each month – 7.30pm

Parents and caregivers are welcome to attend the meetings.

School Website

www.teanau.school.nz

Friends of the School

The FOTs generally meet on the 3rd Wednesday of the month – 7.30pm. All welcome to attend.

Communication

During the year we will provide you with regular information.



- **Reports**

Reports are issued twice a year – soon after mid-year assessments and at the end of the year.

- **Interviews**

Interviews are held twice a year. The first one is near the start of the school year, about Week 6/7, to discuss recent assessment results, set goals for the year, discuss learning and progress.

The second is held after mid-year assessments to review goals, discuss progress and attainment, and to set the next steps.

Interviews are a valuable opportunity for you to get to know the teachers and for them to get to know you. We look forward to seeing you at the interviews.

- **Books Home**

We send the children's books home with teacher comments and self-assessments inside to ensure you get a chance to see what your child is learning at school and to see progression in their work.

These books may lead to discussion about progress, standards of work, next learning steps etc.

- **School Newsletters**

Local businesses have sponsored a large, coloured A3-size newsletter for the school which goes home via the eldest child every Thursday afternoon. The contents of the newsletter are important as they contain dates and details of school activities.

The newsletter can be emailed to you should you wish.

On occasions parents may wish to advertise in the school newsletter – please make contact with the school office should you wish to do so.

- **Class Newsletters**

The teachers want parents to know which topics, maths units, special programmes etc, are going to take place each term so they create these newsletters for your information at the start of each term. Requests are usually found here too – please read carefully.

Clothing

There is a school uniform (introduced in 2009). The Board of Trustees encourages students to wear at least one item of the school uniform. Please contact the school office for details of the clothing range, prices and order forms.

Please note:

- All clothing should be named
- Children should wear appropriate clothing for the weather conditions (the weather can be unpredictable at times)
- Swimming togs and towel are required daily during the season. Long hair should be tied back for swimming lessons.
- Sports clothing will be required at times and should be appropriate to the sport.
- High-viz safety vests are recommended for coming to school and going home in the afternoons (these are issued at the start of the year)
- Sports clothing (tracksuits, netball uniform etc) will be issued for school representation.
- Slippers are encouraged for winter in class time.
- Sunhats are required to be worn during summer.



School Guidelines

General School Conduct

Courtesy, consideration and co-operation with others are expected at all times. We expect good behaviour and tidiness of appearance both in and out of the school and regard for the school's and other people's property.

Absences

Please advise the school office should your child be absent from school or off the bus that day. We need to know where children are in the interest of their personal safety.

Attendance

Good attendance is essential to learning and achievement. Children are expected at school before 8.55am each day. Children may be at school from 8.30am onwards.

Appointments

Should children have an appointment during the day, please send a note to his/her class teacher.

Appointments with Staff

Please address any concerns you may have with your child's welfare or progress to his/her teacher. The teacher will be able to address any issue professionally if an appointment is made so that time is given to assist you in dealing with the situation. Should the issue not be resolved satisfactorily please make an appointment with the principal.

Bikes

Children are encouraged to not bring bikes to school unless they are safe with the bike on our busy roads/streets, know road rules and safe riding procedures, are responsible on the bike, have had parent tuition on getting to and from school on the bike, wear a helmet, have a road worthy bike, have parent permission, park the bike at a designated place at school during the day.

Buses

Children are eligible to use one of the six buses that serve this school if they are a suitable distance away from the school.



The buses are

- Sinclair Road
- Hillside Road
- Kakapo Road
- Ramparts Road
- Manapouri
- High School Bus
(eg Lynwood Road)

In the interests of safety very high standards of behaviour is expected on the buses.

Please contact the principal should there be any concerns or problems with bus services.

Canteen

The school does not have a canteen but does sell juice and flavoured milk.

Lunches can be ordered through the school from Four Square (daily).

Orders should be placed on an envelope with money inside please. There is a pie warmer to heat food for children's lunches – wrapped in tinfoil and named please.

There is a refrigerator to keep cold food chilled for children's use.

Fund raisers for such activities as school camps are held eg sausages etc.

Cell Phones

Permission is required for children to bring a cellphone to school – children are able to use the office telephone for messages etc.

House System

All students are given a 'house' in which they are a member for the year. House points are awarded and house competitions are held during the year. The names of the houses are:

- Milford
- Kepler
- Tutoko
- Waiau

Illness

If a child feels ill during class time, he/she will be sent to the office where the child will be monitored in the medical room. If there is no

improvement, parents will be contacted.

In the event of a medical emergency – Fiordland Medical Centre and parent/caregiver will be contacted immediately.

Library

The library is available to children at lunch times. Classes are timetabled for sessions throughout the week. Books are electronically issued and returned. Please encourage reading and read to your child. Please care for school library books.



Personal Property

Please name all items of personal property clearly.

Money should not be brought to school unless for lunch or for payment to the school office. Payments should be made prior to 9.00am.

Other valuables should be left at home. Expensive toys may get damaged and are best left at home please.

Children are encouraged to bring small toys or games to occupy wet lunch hours.

School Year - 2012

Term 1 – 7 Feb to 5 April

Term 2 – 23 April to 29 June

Term 3 – 16 July to 28 September

Term 4 – 15 October to 20 December

School Hours

9.00am School Starts

10.45am Interval

11.00am Interval ends

12.30pm Lunch

1.30pm Lunch ends

3.00pm School ends

3.10pm Buses depart

General

Assembly

Our Year 6 children run school assemblies which are held on alternate Fridays in the school hall – 2.30pm. All are welcome to attend. See the newsletter for the next assembly!

Banking

School banking for children is collected in their classrooms on Tuesdays, through the Westpac Trust and Wednesdays, through the BNZ.

Enrolment

We like to have your child enrolled at least one month prior to his/her 5th birthday to allow time for some liaison visits to the school. Should this not be possible we can enrol your child on the day he/she starts. Please bring:

- medication details the school should be aware of
- immunisation certificate

- birth certificate or copy
- transfer form (if from another school)

EOTC (Outdoor Education)

Staff complete a comprehensive risk analysis sheet prior to major education out of the classroom expeditions. Many of our trips are very close to the school and we ask for parents to agree to these being undertaken without the lengthy process of getting permission slips etc. A general permission slip is issued at the start of the year for venues such as Department of Conservation, Events Centre etc.

Homework

Homework should be manageable, an extension to a child's school work and not stressful – an extension of the home/school relationship.

Children requiring extra reading, spelling and maths consolidation certainly benefit from any assistance parents are able to provide at home.

If you have any questions or concerns about your child's homework, please discuss them with his/her teacher.

Internet safety

To ensure appropriate use of the Internet we ask parents and the children to sign an agreement for correct use of the Internet and ICT.

This form is completed at the beginning of the year.



Medication

Should you require school staff to administer medicines we ask that you sign a form giving us permission to do so.

Medicines can be stored in the lockable medical cabinet in the medical room or the refrigerator, if required.

Procedures/Policies

Te Anau School has a few policies and a number of procedures to guide us in effective systems for teaching and for the provision of a very good working/teaching/learning environment. You are most welcome to come and view these at the school.

Literacy Support

Our Literacy Support teacher works with individuals and small groups for up to 30 minutes per day. Children are discontinued when they reach a reading level where they are more independent and competent readers and writers. If your child is receiving assistance in literacy you will be informed and are welcome to observe a lesson.

Road crossing monitors

Our Year 6 children have undergone training to act safely in the role of Road Patrol monitors.

The Milford Road crossing point is patrolled each morning and afternoon, the Bligh Street pedestrian crossing is patrolled in the afternoons.

Safety Vests

We encourage the wearing of these, please encourage children to wear them and look after the vests as they are school property.

School Council

Class members nominate class reps to be school council members – their job is to organise school events and activities and to report in assembly when required.

School Donation

The \$40.00 school donation covers your child for the year and is used to provide special events and resources. This is payable to the school office after the invoice is received.

School Hall

Our school hall is used for a wide range of activities in and out of school hours. Please contact the school should you wish to hire this facility.

School Tracksuit/Clothing

Should your child be selected to represent Te Anau as a team member, they may be issued with items of school-owned clothing. We expect every care to be taken while wearing these uniforms and that they be returned to the school laundered and in excellent condition.

School dental clinic

The mobile dental unit will visit the school for several months each year. It will be situated next to the school hall.

Smoke Free

Te Anau School is Smoke free.

Stationery sales

We stock all stationery requirements in the school which are sold at very inexpensive rates during the first weeks after which they revert to retail rates.

During term, children may arrive home with a slip indicating they have been given an item of stationery. Please make payment to the school office.



Swimming Pool

The school swimming pool is heated and covered and open from early November until March. A key is able to be hired (\$50.00 for the season) to allow use of the pool outside school hours. \$10.00 is refunded when the key is returned.

Teacher Aides

Our teacher aides assist with curriculum delivery to children requiring consolidation activities, special language or speech programmes etc. It is expected that class teachers advise parents of the type of assistance their child is receiving, goals and review dates.

Some Other Special Events

- Pet Show
- Swimming Sports
- Current Events Challenge
- BP Technology Challenge
- South Spell Competition
- Science Fair
- Bike Competition
- Speech competitions
- Year 6 Camp
- Saturday sports
- Young Leaders Conference
- Daily Fitness
- Bible-in-Schools programme
- Sports Inter-changes
- Sun Safe programme
- Non-tolerance of bullying policy
- Positive Playground Awards
- Gifted & Talented programmes
- Lunch-time Sport
- Language classes
- School Choir
- Lunch-time planned activities

Contact Details:

Physical Address:

Te Anau School Office
181 Milford Road
Te Anau

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PO Box 210
Te Anau 9640

Phone:

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Fax:

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Email:

admin@teanau.school.nz

Website: www.teanau.school.nz