

MAUNGAKARAMEA SCHOOL

UNIFORM PRICE LIST 2021

*Items range from kids sizes 4 - 14 and adults size XS-7XL
(excludes some items)*

| DESCRIPTION | PRICE RANGE | QUANTITY |
|--------------------------------------|-------------------|----------|
| Polo Shirt | \$25.00 - \$27.50 | |
| Fleece Jacket - 225gm | \$25.00 - \$27.50 | |
| Sports T-shirt | \$18.70 - \$20.50 | |
| Black Bucket Hat | \$15.50 | |
| Black Softshell Jacket (optional) | \$65.00 - \$70.00 | |

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Parent Digital Citizenship Agreement

I understand that Maungakaramea Primary School will:

- Do its utmost importance to enhance learning through the safe use of ICT. This includes working to restrict access to inappropriate, illegal or harmful material on the internet or school ICT equipment.devices at school, or at school related activities.
- Keep a copy of this signed use agreement on file.
- Respond to any breaches in an appropriate manner.

My responsibilities include:

- I will discuss the Student Digital Citizenship Agreement with my child and explain why it is important.
- I will support the school's cyber safety programme by encouraging my child to follow the cyber safety rules, and to always ask the teacher if they are unsure about any use of ICT.
- I will contact the classroom teacher or principal to discuss any questions I might have about cyber safety and/or this use agreement and I am welcome to do this at any time.

Additional information can be found on the NetSafe website <http://www.netsafe.org.nz/>

Please note: The agreement for your child will remain current as long as he/she is enrolled at this school. If it becomes necessary to add/amend any information or rule, parents will be advised in writing.

Parents/Caregivers

I have read the Maungakaramea Primary School Parent Digital Citizenship agreement and understand that there may be severe consequences if the rules are broken, I have gone over this information with my child and explained the importance. I also understand that theft or willful damage to equipment could result in the parent/caregiver receiving a bill for the cost of replacement parts or repairs.

I give permission for:

(STUDENT NAME)

to be given access at school to use the computers and Internet. I am happy for my child to have access to a school based email account where appropriate for learning if the need arises.

Parent's name

Parent's signature

Date



Student Digital Citizenship Agreement

These are important rules that I must follow:

1. School devices are to help me with my classroom learning, they are not for play.
2. The only time that I can use the internet and e-mail at school is when a teacher is present.
3. When using the internet I am only allowed on suitable websites.
4. If I need to log on to any sites I will always use my own username and password.
5. Anything I write online or in an email must be suitable for my parents/caregiver and teacher to read.

SAFETY RULES

I will be responsible with our devices:

- I will look after any equipment or furniture.
- If I need to transfer work from home to school I will either email or bring it on a USB.
- I will never update or download any software.
- I will only go on approved sites. If I am unsure I will ask the teacher.
- I will ask the teacher before going on any device.
- I will not eat or drink when using any device.
- I will put the device away safely when I have finished using it.

I will be respectful of other users:

- I will share the equipment.
- If I accidentally come across offensive, dangerous or illegal material I will immediately remove it from the screen and tell the teacher, without showing any other student.
- I will not change the settings on any device.
- I will be respectful when my time is up.

I will look after myself:

- I will not give anyone on the internet information about myself or others - this includes addresses and phone numbers.
- I will tell the teacher if I come across any problem.

I have read the Maungakaramea Primary School Digital Citizenship Agreement and I know what the school rules are about the use of devices and the internet. I know that if I break these rules my use of any devices will be jeopardised.

Parent's name

Parent's signature

Date



Maungakaramaea School Enrolment Form

| STUDENT DETAILS | | | |
|--|---------------------------|--|---------------|
| Legal First Names: | | Legal Surname: | |
| Preferred First Name: | | Preferred Surname: | |
| Gender: Female / Male (circle one) | | | |
| Date of Birth: __ / __ / __ | Place in Family: __ of __ | Siblings under 5yrs (name, gender, D.O.B): | |
| Primary Residential Address: | | | |
| PARENT / CAREGIVER 1 DETAILS | | | |
| Parent / Caregiver 1 Name: | | Title: (Mr/Mrs/Miss/ Ms/Dr etc) | Relationship: |
| Phone: | Mobile: | Work: | |
| Email: | | | |
| Residential Address: | | Postcode: | |
| Postal Address (if different from above): | | Postcode: | |
| Occupation: | | Language Spoken: | |
| BoT Voting Rights: Yes / No (circle one) (Must be a legal guardian to have BoT voting rights) | | Lives With: Yes / No (circle one) | |
| PARENT / CAREGIVER 2 DETAILS | | | |
| Parent / Caregiver 2 Name: | | Title: (Mr/Mrs/Miss/ Ms/Dr etc) | Relationship: |
| Phone: | Mobile: | Work: | |
| Email: | | | |
| Residential Address: | | Postcode: | |
| Occupation: | | Language Spoken: | |
| BoT Voting Rights: Yes / No (circle one) (Must be a legal guardian to have BoT voting rights) | | Lives With: Yes / No (circle one) | |

CUSTODIAL STATEMENT

Are there any custodial arrangements concerning your child? Yes / No (circle one)

Details: _____

* Please attach legal documents outlining custodial arrangements if applicable *

Additional Person/s who **CAN** pick your child up from school:

Name: _____

Phone: _____

Name: _____

Phone: _____

Only people named on this enrolment form will be authorised to pick your child up unless you contact the school beforehand to advise that someone other than person/s named will be collecting your child.

Person/s who **CANNOT** pick your child up from school:

Name: _____

Phone: _____

Name: _____

Phone: _____

OTHER EMERGENCY CONTACT 1

Emergency Contact 1 Name:

Title:
(Mr/Mrs/Miss/
Ms/Dr etc)

Relationship:

Phone:

Mobile:

Work:

Email:

Residential Address:

Postcode:

OTHER EMERGENCY CONTACT 2

Emergency Contact 2 Name:

Title:
(Mr/Mrs/Miss/
Ms/Dr etc)

Relationship:

Phone:

Mobile:

Work:

Email:

Residential Address:

Postcode:

ETHNIC BACKGROUND

Ethnicity (up to 3):

1. _____
2. _____
3. _____

Iwi (if applicable - up to 3):

1. _____
2. _____
3. _____

| | |
|--|--|
| First Language: | Country of Origin: |
| Status: NZ Citizen / Permanent Resident / Permit (circle one) | Eligibility Doc: NZ Birth Certificate / NZ Passport / Other (please specify) _____ Document Number: _____ Expiry Date: (if not NZ citizen) _____ |

MEDICAL INFORMATION

| | |
|--------------------------------|---------------------------|
| Doctor: _____ Phone: _____ | Medical Practice Address: |
| Dentist: _____ Phone: _____ | Dentist Address: |

Does your child have any allergies: Yes / No

Details: _____

Does your child have any medication requirements etc: Yes / No (if yes please give details)

| | |
|---|--|
| Is your child up to date with immunisations? Yes / No (please circle one) (please provide immunisation verification) | OK for paracetamol: Yes / No (circle one) |
|---|--|

ECE (Early Childcare Education) / PREVIOUS SCHOOL DETAILS

| | | |
|--------------------|----------------------------|--------------------------|
| ECE Provider Name: | # Hours attended per week: | Years / Months Attended: |
| Previous School: | | Year Level: |

OTHER INFORMATION

Please provide any special interests, hobbies or special learning needs:

Please read the important information below:

If the child you are enrolling is a NEW ENTRANT and starting school for the first time, we need you to show us the child's birth certificate and immunisation records. For all other enrolments, a verification of your child's date of birth and eligibility is required. i.e. birth certificate, passport, citizenship certificate, domestic visa.

B4 School Check

Please be informed that the information provided on this enrolment form is passed on to the Ministry of Education who shares information about five year olds enrolled in school with the Ministry of Health professionals as part of the B4 School Check Ministry of Health initiative.

Policy Statement

This school has in place a number of policies that set out procedures for the care and education of the children who attend. These are available to read on request. The Parent Information Handbook contains most of the information that you will need, regarding the day to day operation of the school.

Declaration

I have read and understand the above information and I declare that all the above information provided on this enrolment is correct. I give permission for the school to sanction any required emergency medical treatment and agree and abide by the BoT policies.

Print Name: _____ Date: _____

Signed: _____
(legal parent or guardian)

OFFICE USE ONLY

D.O.B Verified: _____ Immunisation(new entrants): _____

ENROL: _____ HERO: _____

NSN Number: _____ Enrolment Date: _____

Room Name: _____ Teacher: _____

Whanau Group: _____

NOTES: _____



Welcome to
MAUNGAKARAMEA SCHOOL

Maungakaramaea School
Tangihua Road
PO Box 89
Maungakaramaea 0146

Ph: (09) 432 3804

Fax: (09) 432 2167

Email: office@mgk.school.nz

Web: www.maungakaramaea.school.nz

Introducing the staff of Maungakaramaea School

Principal

Sophia Roulston

Teaching Staff

Sophia Roulston, Sara Abraham, Leanne Lonergan, Amy Abraham, Gail Gree,
Lisa Hamilton, Tania DeMars

Teacher Aide

Jane Anderson

Administrator

Cait Northey

Caretaker

Jarrad Pook

Cleaner

Jacqueline Brighthouse

OSCAR Supervisors

Lyn Dickinson, Barb Mose

Our Vision

Growing our Future

Our Mission Statement

Building Strong Foundations

Welcome from our Principal

Thank you for the enrolment of your child to our school. Maungakaramaea School has a long and proud tradition of serving the community. Maungakaramaea School is a decile 5, full primary school catering to children from years 0 to 8. We are a well resourced school and able to provide for the diverse learning needs of our community and reflect strong traditional values. I am very confident that even with the increasing diversity of our community, more sophisticated technologies, and the more demanding requirements of the modern workplace, Maungakaramaea School continues to meet the challenge of providing all our children with sound academic, sporting and social success.

We believe that children need to be given multiple opportunities to become confident members of society, to be innovative and creative learners. To support this learning we are developing as an inquiry based learning school, whereby children are taught to think critically in order to make sense of the world around them and make informed decisions. Our classroom programmes also reflect the need for our children to receive the best opportunities possible to become self-motivated and successful learners, to be recognised for achievement and diligence, and to develop an on-going love of learning for life. Additionally, our curriculum is underpinned by our values – genuine, respect, ownership and whanau.

Our purpose is to provide a secure and challenging learning environment of equal opportunities for all our students that also emphasise literacy, numeracy, appropriate social skills and an on-going love of learning. We have a vision for our children that, with the full support of our community, they will learn within a positive, safe, friendly and stimulating environment, being encouraged to take risks and accept that both success and failure are paths to learning. In feeling valued as people and for their efforts they will, in turn, show courtesy and respect for others, developing self control and self discipline with high standards of behaviour.

The students of Maungakaramaea School have the opportunity to gain much more than a basic education due to the high quality of the teaching and support staff that work together to provide a breadth of educational experiences in a friendly and caring school community. I value the professional way all our staff support the children in whatever they are doing while at the same time being able to foster the values that are important to any community. Our staff are also willing participants in extending their leadership and curriculum development by ongoing professional development for the benefit of your child/ren, the school and themselves.

We welcome and encourage parent participation and active involvement in all aspects of school life. You are most welcome to be part of our Parent Support Group that contributes hugely to the child focus of our school. We are also a partner in our out of school care (OSCAR) programme that supports parents and children in safe and well organised activities after school.

Welcome to our school.

Sophia Roulston

Principal

Our School History

Maungakaramaea School was established in 1875 and in 2000 celebrated its 125th Jubilee. The school has had a number of locations in its time and in 1949 was moved from its site in Old School Road to its present site. The school has very strong traditions and family ties encompassing several generations of families who have lived in Maungakaramaea since times of early european settlement.

Our Present School

The school caters for years 0 to year 8 pupils and is a focal point of the Maungakaramaea community.

The school district includes the village, a mixture of lifestyle and horticultural blocks and a number of dairy, sheep and beef farms.

The school ties in closely with neighbouring schools for sporting and cultural activities, and is linked to the neighbouring community hall, play centre, sports clubs and facilities and the local Maungakaramaea service station and shop.

Core Beliefs and Values

GROW

Genuine Respect Ownership Whanau

At Maungakaramaea School we believe that:

- All children have a potential for growth and that everything we do should contribute to children taking some responsibility for their own learning. A positive, confident self-image should be the right of all children. School programmes should ensure that pupils develop a sense of ownership, control, independence and confidence.
- Improvement should be acknowledged and built upon so as to develop pupils confidence and self image.
- All children should have access to school programmes and equipment that will enhance their progress socially, emotionally, physically and intellectually.

Our School Curriculum

| <i>Planned Priorities</i> | <i>Expected Outcome</i> |
|--|--|
| INQUIRY LEARNING | |
| <ul style="list-style-type: none"> • To plan and implement programmes based on the pedagogy of inquiry using the 'Action Learning' model as a basis. • To develop an inquiry culture at the school where children are taught to raise questions and use the appropriate skills to support appropriate research | <ul style="list-style-type: none"> • Action Learning is incorporated throughout the school. • Information literacy skills are explicitly taught. • Children show progress in Information Literacy assessment. • All children are actively engaged in 'real life' learning contexts |
| DIGITAL TECHNOLOGY | |
| <ul style="list-style-type: none"> • Further develop and modernize digital learning tools. • To provide professional development to staff so that they are able to incorporate digital technology in teaching and learning to improve student outcomes • To provide children with skills to support learning in all curriculum areas. | <ul style="list-style-type: none"> • The school is adequately resourced with digital tools. • All staff receive adequate professional development to increase skills and knowledge • Digital technology is incorporated throughout classroom programmes (planning and implementation) • We develop digital technology networks with other schools to build up knowledge and skills |
| LITERACY | |
| <ul style="list-style-type: none"> • Monitor literacy progress of children at all levels throughout the school according to curriculum levels. • Literacy facilitator to provide PD for staff in this area. | <ul style="list-style-type: none"> • Establish academic target(s) • Test children and report to BOT and parents on progress |
| MATHEMATICS | |
| <ul style="list-style-type: none"> • Continue Numeracy focus and assess children according to the learning progression framework. • Maths facilitator to provide PD for staff in this area. • Provide small group instruction for children who have been identified as under achieving | <ul style="list-style-type: none"> • Establish academic target(s) • Test children and report to BOT and parents on progress • To show marked improvement in student outcomes to meet our school-wide targets. |
| <i>For more information please request a copy of our localised curriculum</i> | |

Times and Dates

2021 School Terms

Term 1: 3 February - 16 April

Term 2: 3 May - 9 July

Term 3: 26 July - 1 October

Term 4: 18 October - 14 December

2021 School Public Holidays

| | |
|--------------|---|
| 1 February | Northland Anniversary- within school holidays |
| 8th February | Waitangi Day (observed) |
| 2nd April | Good Friday |
| 5th April | Easter Monday |
| 26th April | ANZAC Day observed |
| 7th June | Queen's Birthday |
| 25th October | Labour Day |

School Hours

| | | | | |
|-----------------------|---------|---|---------|---------------------------|
| Class | 9:00am | - | 10:20am | |
| 1 st Break | 10:20am | - | 10:40am | (Eating from 10:20-10:30) |
| Class | 10:40am | - | 11:40am | |
| 2 nd Break | 11:40pm | - | 12:00pm | (No set eating time) |
| Class | 12:00pm | - | 1:00pm | |
| 3 rd Break | 1:00 pm | - | 1:40pm | (Eating from 1:00-1:10) |
| Class | 1:40 pm | - | 3:00pm | |

Office Hours

The school office will be attended between the hours of 8.45am and 3.15pm on each school day.

The Enrolment Process

Pre-School Education

Pre school education is a very important element of a child's learning. Parents with a secure learning environment at home in the first 5 years of a child's life ensure that children are equipped to continue learning when they begin playcentre, kindergarten and school. Many preschoolers in the Maungakaramaea area attend Maungakaramaea Playcentre and also Portland Kindergarten. These pre school institutions prepare children for school by developing skills, routines and social interaction

Pre-School Visits

New enrolments at Maungakaramaea School are most welcome. Five year old new entrants commencing their schooling at Maungakaramaea are encouraged to arrange pre enrolment visits. These visits can be discussed with the teacher to ensure each individual child's needs are met.

How to Enrol Your Child

An enrolment pack is available at the school office. Parents will be requested to complete the necessary forms and return them to the school office on or before enrolment day. For new entrants, please ensure that a birth certificate and immunisation certificate of your child is made available at the time of enrolment.

Parent Donations

Although donations to schools are voluntary, families can feel under pressure to pay them and this can place pressure on household budgets. A new Budget 19 initiative from the government is designed to alleviate that pressure and expectation. The Maungakaramaea School Board of Trustees has opted in to the government Donations Scheme from 2020 meaning that the school will not be seeking school fee donations from parents.

General Information

Absences

Please notify the school office by phone, email, app or in person prior to 9.00am if your child is going to be absent. If you know your child is going to be away prior to their absence, notification in advance is appreciated.

If your child will be taken out of class for doctor, dentist or any other appointments, please inform the teacher and ensure you fill in the Sign In/Sign Out book at the office. Please also sign your child back in at the office on your child's return to school.

Before School Care

Maungakamea School offers a Before School Care and Recreation Club (OSCAR) from 7:15am to 8:15am on each school day for a prescribed fee. OSCAR enrolment forms are available at the school office. This programme is available during school term only.

After School Care

Maungakamea School offers an After School Care and Recreation Club (OSCAR) from 3.00pm to 5.30pm on each school day for a prescribed fee.

OSCAR enrolment forms are available at the school office. This programme is available during school term only.

Book Club (Scholastics)

Scholastic forms are sent home approximately twice a term so that children may order books and software if they wish. To order books the money and the order must be sent to school in a sealed envelope clearly marked with your child's name, book club order and the amount of money enclosed and given to the class teacher. Cheques are to be made payable to the school. There is no obligation for parents to purchase these books.

Country Day / Flower Week

As a rural school, calf club day is a traditional focus of our school and usually occurs in late October. Children are encouraged to raise a calf, lamb or goat to present for judging on calf club day. Many also take their animals to Whangarei Central Calf Club Day in early November. With the changing character and lifestyles associated with our school we also have a pet section for pupils to present pets they care for. Due to the presence of livestock, dogs and/or cats are not permitted to be entered on calf club day.

Calf club also incorporates Flower Week involving floral arranging and creative projects along with optional baking. Flower week runs the week prior to calf club and all work is done at school and judged that afternoon. Cooking/baking is done at home and is brought to school for judging on the morning of Country Day.

Class Trips, Visits and Camps

As part of the class programme, day visits and overnight camps are organised. These are a valuable experience and involve a large amount of organisation and support from parents.

Our major school camps or trips are usually planned near the end of summer, about the end of November and can include senior, middle and junior children.

The senior programme works on an educational visit/trip one year and an outdoor skills/pursuit camp the next, and usually involves a week away from school and home. Parent help is essential. The middle camp may involve several days away from school and also relies on parent support. The junior camp is usually an overnight stay at school or a night away with the whole school at the camp location.

Class trips are often related to class studies and units. Children riding in private vehicles must all have a seat belt and under 8 year olds to have a carseat. All vehicles **must** have a current warrant of fitness and registration and the driver must have a full current licence.

Cleaning/Caretaking

A cleaner is employed on a daily basis to clean inside the school. A caretaker is employed to look after the grounds and general maintenance of the school buildings. The grounds/fields are mowed regularly by a contractor from the Recreation Society.

Children - particularly the senior room carry out daily duties after school to ensure standards of cleanliness are maintained. It also encourages the children to take pride in their school.

Uniform

Children are to wear the compulsory school uniform which consists of:

- **Maungakaramea School polo shirt.**
- **Maungakaramea School fleece jacket.**
- **Maungakaramea School sports t-shirt.**
- **Maungakaramea School softshell jacket (optional) - can be worn in place of the fleece jacket.**
- **Maungakaramea School bucket hat (compulsory in terms 1 and 4) - at least one school hat is to remain at school at all times.**
- **Plain black trousers, shorts, skirts, skorts or tights.**
- **Plain black or white socks (if required).**
- **Any shoes or sandals.**
- **Plain black or white short or long sleeved top - may be worn under a polo shirt as an extra layer.**
- **Warriors rain jacket - available at no cost from the school office.**

Children are encouraged to maintain a tidy and clean appearance, which includes care of clothing. It is a great help if all removable clothing like sweatshirts, socks, shoes etc can be clearly named. Children participating in inter-school sporting events are required to wear the official school sports shirt and plain black shorts.

Homework

Children are encouraged to spend regular time on homework as set out by the teachers. Each teacher will set appropriate homework for children to support the classroom programmes. Support and encouragement from parents with homework is appreciated.

Lunches

All children need to be provided with a nourishing lunch – remembering that this school has two eating breaks. We also have a paper only rubbish policy where children are expected to take home all food and plastic rubbish (i.e. yoghurt containers, fruit peelings etc). The school only deals with paper rubbish.

Lunches are available to be purchased on Fridays. Menus are available at the school office (and a copy is in your enrolment pack). Lunch orders are to be placed in a named envelope with your order and money and placed in the “lunch order box” situated at the office. All orders are to be in by 9.00am. Ordered food is given to students at the start of the lunch time.

Money

Children are discouraged from having personal money at school. Money for school lunches, book club, and other school activities that are requested, should be as close to the amount as possible so that large sums of change do not need to be sent home.

Any money brought to school by children should be clearly labelled with the child's name, amount and purpose in a sealed envelope. This must be handed to the teacher for recording (except lunch money as above). Cheques for school activities should be made payable to Maungakarama School.

Newsletters

Newsletters are emailed to all parents and caregivers. If you prefer to have your newsletter sent home, this will happen every second Friday with the oldest child in each family. Please check your child's bag for these. The newsletters will keep you informed of school and community happenings, forthcoming events and other items related to school. We do occasionally have flyers so please check regularly with your children.

Physical Education

Swimming and other physical activities are part of the curriculum and children are expected to participate unless excused by a note from parents for a good reason.

Reporting to Parents

Parents are encouraged to keep in contact with their child's teacher on a regular basis to share in their education both at home and at school.

Twice a year we have formal parent teacher interviews when the child, parents and the teacher meet to discuss the progress the child has made and their goals for the year. Children are expected to attend these interviews, as it is important that they are aware of their own learning. At these interviews parents will be given a written progress report of their child's achievements, particularly in literacy and numeracy. At the end of the year a full written report is sent home.

Parents should feel free to discuss their child's progress with the teacher at any time during the year and appointments can be made at convenient times for this purpose.

School House System

The School has 3 whanau groups:

Nikau (Yellow)

Kauri (Green)

Pohutukawa (Red)

All children are placed into a whanau upon enrolment.

School Photographs

Individual, family, school and class photographs are taken annually with no obligation to buy. Arrangements are usually made for photographs to be taken in the third/fourth term; dates and times will be notified by newsletter.

School Property

Any school property taken home by children (e.g. text books, library books, stationery, equipment etc) is expected to be treated with respect and returned in the same condition. Children found willfully vandalising school property may be made to pay for its replacement. The playground equipment can be used at any time but we ask that children under the age of 10 have adult supervision.

Smoke Free and Vape Free

Maungakarama School is a smoke free and vape free environment. Smoking in the school buildings and grounds is strictly prohibited.

Sports

Children are encouraged to play for local teams in netball, rugby, hockey, cricket and swimming. Coaches, gear and training are arranged by the appropriate sporting groups.

Sports days are organised during school time with other local schools and our school teams and individuals compete in events arranged in Whangarei by Sport Northland.

Stationery

This is to be bought by parents. Stationery is available for purchase at the school throughout the year. At the end of the year a list will be sent home for parents to purchase stationery in time for school to start the following year.

During the year it is important that lost or used stationery is replaced and that pupils have stationery and equipment needed to complete their work at school. Please check regularly with children that they have pencils, pens, rulers etc.

Swimming / Swimming Pool

Swimming during the summer months is part of our physical education program and all children are expected to have swimming togs and a towel for swimming every day. If there is a good reason why a pupil cannot swim a note excusing them should be written to the teacher from their parent/caregiver. Regular swimming develops confidence and skills in the water and should be encouraged.

The use of the school pool facilities is offered to school families over the summer season. A fee is payable for keys and key holders are expected to care for and respect the facilities.

Technology / Manual Training

Year 7 & 8 pupils will attend Tauraroa Area School (TAS) technology training one morning a week. Technology areas worked on include such topics as food technology, materials technology, computers, workshop crafts and bio-technology. There is a fee payable to Tauraroa Area School for this resource.

Use of School Grounds / Facilities

The school is part of the community and grounds, playgrounds, court, pool and other facilities are available for community use. Users are asked to respect and care for equipment and facilities and to report any concerns or damage to staff or board members.

Health and Student Wellbeing

It is absolutely imperative that the school's records of home/work/doctor and emergency contact details are current and up to date. Please advise the school promptly of any changes.

First Aid

If a child is injured at school, teachers/staff as required will administer first aid. If a serious accident occurs, teachers/staff will use common sense and give basic medical care immediately and parents/caregivers will be notified.

Head Lice – “Nits”

Head lice can be a frequent occurrence at schools. Parents/caregivers are to inform the school immediately if their child has head lice. Please speak with your local pharmacist about appropriate treatments for your child. The school does have free lice treatment available for use by parents/caregivers. A notice will go in the school newsletter for all parents/caregivers to check their child's hair. Should the problem persist, a check will be done on all children at the school (pursuant to the “nit” form signed at enrolment time) and parents/caregivers contacted whose child has head lice. It is the responsibility of the parents/caregivers to treat their child if affected and children are not allowed at school until the problem has been treated.

Health Services

AUDIO VISUAL:

At set times during a child's time at school, testing is carried out for vision and hearing. If an area of concern is apparent parents are advised by letter to make follow-up appointments with either their own doctor or the appropriate specialist.

DENTAL NURSE:

The school dental service moves around a number of schools. You will be contacted by them to make an appointment when they are in the area. To make contact with the dental nurse please phone 0800 MY TEETH – 0800 698 3384.

PUBLIC HEALTH NURSE:

A public health nurse is readily available to our school when required. The nurse calls regularly at the school to check on any concerns. Her contact details are available at the school office should you have any concerns.

Illness/Infectious Diseases

Children should not be sent to school if they are unwell.

If a child becomes unwell at school, the parents/caregivers will be contacted and asked to collect the child.

Infectious diseases such as chickenpox, measles, mumps, whooping cough, glandular fever, hepatitis etc, do often occur. Parents/caregivers should inform the school if these diseases are diagnosed by a doctor and check whether there is a suggested time before children should return to school. Bouts of influenza and viruses spread rapidly in a school and we ask parents/caregivers to consider this before sending children who are not well back to school. This also refers to children who have other infectious ailments such as impetigo (school sores).

Medication and Allergies

Please advise the school of any health problems your child may experience which were not advised at enrolment time. Asthma or allergies need to be discussed and children who have inhalers **must** have an action plan. Where medication is necessary please send it to school clearly labeled where it will be kept in a safe place. It is the parents/caregivers responsibility to ensure that all medication is kept current.

Sun Smart

During the summer terms school bucket hats must be worn by all pupils while outdoors at school. School bucket hats, \$15.50 each, are available at the school office. You may purchase bucket hats for at home but at least one must be kept at school at all times. Anyone without a hat will be confined to playing in a designated shade area. There is sunblock available at the school office for use by the pupils.

Community Involvement

Board of Trustees

Chairperson: Luana Misa
Members: Sophia Roulston (Principal)
Trudi Bertie (Staff Rep)
Steve Xue (Finance)
Kelly Campbell (Personnel)
David Heappey (Property)
Rebecca Fedarb (Secretary)

The Board of Trustees (BOT) is elected by parents at mid-term elections and consists of elected parent representatives, one staff rep and the Principal. As the need arises other members may be co-opted or appointed up to a maximum of ten members.

Duties include the care of buildings, grounds and equipment, management of funds received from various sources and responsibility for policy making regarding school activities. BOT members are elected as your representatives to perform a duty. Please feel free to contact them to discuss relevant matters. BOT meetings are held approximately twice every term (usually on a Wednesday) and parents are welcome to attend.

Clubs and Community Groups

Sport is a major focus of the Maungakaramaea Community and pupils are encouraged to participate in the various sports available during the winter and summer months.

Practices for these activities are held at the sports complex, across the road after school. Some parents take children to other activities in Whangarei.

Some of the clubs active in the community are squash, bowls, pilates, rugby, cricket, hockey, swimming club, pony club, and Lions.

Maungakaramaea Sports Club and Mid Western Rugby & Squash Club periodically offers sit-down and takeaway meals and refreshments for adults and children. Mid Western Swimming Club operates during the summer at Tauraroa Area School (TAS) pool.

Fundraising Committee/Parent Support Group

Money from the Ministry Grant does not meet all the costs of running the school. The Fundraising committee with the support of the Board of Trustees administers local funds. The money raised is used for curriculum in the classroom or other areas that are deemed appropriate and relate to the school's strategic plan. Parental support for these fundraisers is greatly encouraged.

Parental Participation

We call on our parents to help in many ways. Regular parent helpers assist in the classes with listening to children read, making resources and other worthwhile class activities. Working bees, library help, curriculum resources, transport to school activities, parent helpers on trips and visits and supporting school teams and activities are other areas where assistance is greatly appreciated.

Parent's interests and expertise in the areas of craft, culture, sport, hobbies etc that could be useful to our school would be most welcome.

Parental help is welcomed and very much valued. Talk with your classroom teacher and make an offer if you can.

Transport

Buses

Buses are provided to transport eligible children between home and school. To be eligible for a school bus regulation states:

- children under 10 years must live 3.2 kms or more from the school;
- children 10 years and over must live 4.8 kms or more from the school.

The Ministry funded buses serving Maungakaramea/Mangapai are managed by Tauraroa Area School and transport their pupils as well.

A number of user-pay buses also run from Whangarei to TAS (via Maungakaramea). You may be eligible for a transport conveyance allowance. These forms are available at the school office and are to be completed by parents/caregivers and forwarded to the Ministry of Education.

Pick Up / Drop Off

Parents are asked to exercise extreme care when dropping off/picking up their child/ren – especially when parking on the opposite side of the road. The area in front of the fire station must be left clear at all times. Please ensure that you cross your child safely at the designated crossing area. Please avoid parking/stopping near the designated crossing to ensure clear visibility is maintained at all times.





MAUNGAKARAMEA PRIMARY SCHOOL

Growing Our Future

Dear Parents / Caregivers

RE: **HEAD LICE – “NITS”**

It would be appreciated if you could notify the School if your child/children has Nits. The School will then attend to checking all pupils in that classroom – or if necessary checking the entire School.

When there has been a report of Nits, there will be a notice placed in the newsletter for all parents to check their child/children's hair.

Please sign and return the permission slip below that enables the School to carry out a “Nit check” on your child/children's hair when required.

We thank you for your assistance with this matter. Should you have any concerns, please do not hesitate to make contact.

Sophia Roulston
Principal



.....

I give permission for my child to be checked for Nits at the School

Child's Name(s): _____

Date: _____

Signed: _____

Parent/Caregiver Name: _____



Permission to Publish Student Work, Images & Details

Dear Parent/Legal Guardian/Caregiver

As technology is a more widely used form of communication with parents and the wider community, we must be aware also of the privacy factors of everyone and especially keep the best interest of the students in mind.

- Please read this page carefully as it includes information about safety and security issues associated with privacy.
- Indicate your preference with regards to the sharing of your child's personal information.
- Complete and sign the form.
- Return this form to the school. (A copy will be returned to you for your records.)

You are welcome to contact the school to discuss this Privacy Agreement if you wish.

In the interest of safety and security Maungakarama School requires parent permission for the publishing of student's names, photographs or media on all school publications whether it is our own website, Facebook page, newsletters, or material published about the school by outside organisations.

We believe it is important to celebrate children's achievement, but are aware of the potential risks when such personal information or material is published on a global information system such as the Internet. Any work that the student creates is owned by them and protected under the Copyright Act 1994.

We will share, if given permission, no more than a student's full name and/or photograph via the newsletter, the wider online community via the school websites or outside media publications.

Please indicate your wishes by ticking the relevant box below:

| Yes | No | |
|--------------------------|--------------------------|--|
| | | I give permission for my child's name and/or photograph/media to appear in school publications such as: |
| <input type="checkbox"/> | <input type="checkbox"/> | Newsletter |
| <input type="checkbox"/> | <input type="checkbox"/> | Websites |
| <input type="checkbox"/> | <input type="checkbox"/> | Facebook page |
| <input type="checkbox"/> | <input type="checkbox"/> | Newspaper article or television programme about the school |
| <input type="checkbox"/> | <input type="checkbox"/> | I give permission for my child's name and work to appear in school publications such as a newsletter, websites, Facebook page, newspaper article or television programme about the school. |

Child's Name: Room: Signature:

Name: Signature: Date:
Parent/Legal Guardian/Caregiver (please circle which term is applicable)

Please ensure that you have discussed this with your child and that he/she understands the importance of Privacy and cyber safety issues surrounding the use of online material.

Disclaimer: Maungakarama School is not responsible for any damages of any kind arising out of use, reference to, or reliance on any information contained within the school website, facebook page or newsletter. While the information contained within the websites is updated, no guarantee is given that the information provided is correct and complete. Maungakarama School is also not responsible for content accessed by students or staff on the internet or on the school computer network. Maungakarama School is not responsible for student or staff owned electronic equipment of any kind, is not liable for any personal device stolen or damaged and responsibility to keep the device secure rests with the individual owner.

MAUNGAKARAMEA SCHOOL OSCAR**STUDENT CONTACT DETAILS**

| | | | |
|---|--|---------------|------------------------|
| STUDENT NAME | | DATE OF BIRTH | |
| ADDRESS | | | |
| CONTACT ONE | | | |
| NAME | | PHONE | |
| EMAIL ADDRESS | | | |
| RELATIONSHIP TO CHILD | | | |
| CONTACT TWO | | | |
| NAME | | PHONE | |
| EMAIL ADDRESS | | | |
| RELATIONSHIP TO CHILD | | | |
| DAYS YOU WOULD LIKE TO REGISTER THIS TERM | | | |
| (PLEASE TICK THE DAY/S AND SPECIFY APPROXIMATE PICKUP/DROP OFF TIMES) | | | |
| MONDAY | | AM | TO 9:00AM PM 3:00PM TO |
| TUESDAY | | AM | TO 9:00AM PM 3:00PM TO |
| WEDNESDAY | | AM | TO 9:00AM PM 3:00PM TO |
| THURSDAY | | AM | TO 9:00AM PM 3:00PM TO |
| FRIDAY | | AM | TO 9:00AM PM 3:00PM TO |

Welcome to...

Maungakamea OSCAR Club

(Out of School Care and Recreation)



Our programme is varied, age related, structured and safe whilst remaining flexible and above all, FUN!

It is open for children in years 1 - 8 of the Maungakamea community and works on a staff ratio of 1:10.

The OSCAR room is located at the end of the path past the office and classrooms. We offer OSCAR five days a week - Monday to Friday - from 7:30 to 8:30 in the mornings and from 3:00 to 5:30 in the afternoons, during school terms.

Our main aims are:

- To provide a service to the community
- To provide a safe, caring, supportive and fun environment
- To provide a well structured and meaningful after school care programme.

Morning OSCAR is available from 7:30 until the children are taken to class by 8:30. We offer breakfast if required and they have the use of all OSCAR equipment like afternoon OSCAR.

An OSCAR afternoon would look something like this:

| | | |
|----------------------|---|--|
| 3.00 - 3.30pm | - | Children report to OSCAR staff then have afternoon tea |
| 3.30 - 3.45pm | - | Outside play (weather permitting) |
| 3.45 - 4.15pm | - | Structured games, craft work, art work. |
| 4.15 - 5.15pm | - | Quiet supervised reading or homework time. |
| 5.15 - 5.30pm | - | Fun tidy up time. |

| VALUE CODE | DESCRIPTION | FEE - 1 Child only - | FEE - More than 1 - |
|------------|--|-------------------------|------------------------|
| MIN | Minimum charge for any time 30 minutes and under * | \$6.00 | \$6.00 |
| AM | Flat rate morning OSCAR fee - open from 7.30am daily - | \$9.00 | \$7.50 |
| MISS | Fee for a day that is booked in but child does not attend ** | \$5.00 | \$5.00 |
| 1 | PM: 3:00 to 4:00 | \$9.50 | \$7.50 |
| 1.5 | PM: 3:00 to 4:30 | \$11.00 | \$9.00 |
| 2 | PM: 3:00 to 5:00 | \$12.50 | \$10.50 |
| 2.5 | PM: 3:00 to 5:30 | \$14.00 | \$12.00 |
| MAX | Fee charged for any time at OSCAR after 5:30pm | \$10.00 | \$10.00 |

* Unfortunately, even if your child has only attended for 5 minutes, we will be charging the minimum fee of \$6.00

** If 5 or more hours notice has been given if you are needing to cancel a booking, this fee will not be charged

TERMS & CONDITIONS

Invoices for the previous week will be emailed to parents on a Monday and are due for payment by the following Friday unless alternative arrangements have been discussed and agreed upon by the Programme Staff.

Casual users' fees must be paid on the day.

Fees can be paid either by cash/cheque/eftpos/internet.

For direct credit payments please use your child's name and surname as a reference.

12-3099-0577638-01
Oscar Maungakaramaea School

An important reminder that if your child is booked into our OSCAR programme, either morning or afternoon, and you are no longer needing them to attend we will need 5 hours notice. If notice has not been given a flat rate MISS fee will be charged at \$5 per child

Weetbix, fruit and milk will be available for breakfast and a variety of snacks and water will be supplied for afternoon tea. If your child/children require anything else they must bring it with them.

OSCAR Contacts

Lyn Dickinson (Oscar Supervisor) 021 2947 195
Cait Northey (School Office) 432 3804

**SCHOOL LUNCH ORDERS
(FRIDAYS)**



**MAUNGAKAMEA
PRIMARY SCHOOL**
Growing Our Future

| HOT FOOD | |
|--|--------|
| MINCE AND CHEESE PIE (LARGE) | \$3.00 |
| SMALL MINCE SAVOURY | \$1.50 |
| SAUSAGE ROLL (LARGE) | \$2.50 |
| SMALL SAUSAGE ROLL | \$1.50 |
| MINI PIZZA - HAWAIIAN | \$3.00 |
| MINI PIZZA -MEAT LOVERS | \$3.00 |
| CHICKEN CUP NOODLES (DAIRY/GLUTEN FREE) | \$2.50 |
| BEEF CUP NOODLES (DAIRY/GLUTEN FREE) | \$2.50 |
| COLD FOOD / DRINKS | |
| RAINBOW CUPCAKE | \$2.00 |
| MUFFIN | \$2.00 |
| JUICIE - LEMONADE | \$1.50 |
| JUICIE - TROPICAL | \$1.50 |
| BAG OF POPCORN | \$1.00 |
| HOT CHOCOLATE | \$2.50 |

Maungakaramea Primary School

Uniform Order Form 2021

| | | | | | | | | | | | | | | | |
|--|------------|---------|--------------------------------------|----------------------------|------------|-------------|---------|---|-------------|---------|-----|----------------------|------------|---------|-----|
| STUDENT NAME | | | | | | | | | | | | | | | |
| IN ADDITION TO THE ITEMS BELOW, YOUR CHILD IS REQUIRED TO WEAR PLAIN BLACK SHORTS, SKIRT, SKORTS, TROUSERS OR TIGHTS. BLACK OR WHITE SOCKS CAN BE WORN WITH ANY TYPE OF FOOTWEAR. A PLAIN BLACK OR WHITE LONG SLEEVE SHIRT CAN BE WORN UNDERNEATH THEIR POLO SHIRT. THESE PRICES ARE FROM 1 JANUARY 2020 | | | | | | | | | | | | | | | |
| EVERY DAY UNIFORM | | | | | | | | | | | | SPORT UNIFORM | | | |
| ITEM | SIZE | PRICE | QTY | ITEM | SIZE | PRICE | QTY | ITEM | SIZE | PRICE | QTY | ITEM | SIZE | PRICE | QTY |
| POLO SHIRT | CHILD - 4 | N/A | | POLAR FLEECE ZIP JACKET | CHILD - 4 | \$25.00 | | SOFTSHELL LAYER JACKET (OPTIONAL) | CHILD - 4 | N/A | | SPORTS T-SHIRT | CHILD - 4 | N/A | |
| | CHILD - 6 | \$25.00 | | | CHILD - 6 | \$25.00 | | | CHILD - 6 | \$65.00 | | | CHILD - 6 | \$65.00 | |
| | CHILD - 8 | \$25.00 | | | CHILD - 8 | \$25.00 | | | CHILD - 8 | \$65.00 | | | CHILD - 8 | \$65.00 | |
| | CHILD - 10 | \$25.00 | | | CHILD - 10 | \$25.00 | | | CHILD - 10 | \$65.00 | | | CHILD - 10 | \$65.00 | |
| | CHILD - 12 | \$25.00 | | | CHILD - 12 | \$25.00 | | | CHILD - 12 | \$65.00 | | | CHILD - 12 | \$65.00 | |
| | CHILD - 14 | \$25.00 | | | CHILD - 14 | \$25.00 | | | CHILD - 14 | \$65.00 | | | CHILD - 14 | \$65.00 | |
| | ADULT - XS | \$27.50 | | | ADULT - XS | \$27.50 | | | ADULT - XS | \$70.00 | | | ADULT - XS | \$70.00 | |
| | ADULT - S | \$27.50 | | | ADULT - S | \$27.50 | | | ADULT - S | \$70.00 | | | ADULT - S | \$70.00 | |
| | ADULT - M | \$27.50 | | | ADULT - M | \$27.50 | | | ADULT - M | \$70.00 | | | ADULT - M | \$70.00 | |
| | ADULT - L | \$27.50 | | | ADULT - L | \$27.50 | | | ADULT - L | \$70.00 | | | ADULT - L | \$70.00 | |
| ADULT - XL | \$27.50 | | ADULT - XL | \$27.50 | | ADULT - XL | \$70.00 | | ADULT - XL | \$70.00 | | | | | |
| ADULT - 2XL | \$27.50 | | ADULT - 2XL | N/A | | ADULT - 2XL | \$70.00 | | ADULT - 2XL | N/A | | | | | |
| BUCKET HAT | | | | | | | | | | | | | | | |
| SIZE | PRICE | QTY | TOTAL NUMBER OF ITEMS ORDERED | | | | | | | | | | | | |
| SMALL | \$15.50 | | TOTAL TO PAY | | | \$ | | | | | | | | | |
| MEDIUM | \$15.50 | | | | | | | | | | | | | | |
| LARGE | \$15.50 | | | | | | | | | | | | | | |



FOR DIRECT CREDIT PAYMENTS, PLEASE PAY IN TO THE FOLLOWING SCHOOL BANK ACCOUNT USING YOUR CHILD'S SURNAME AS REFERENCE:
 ASB BANK - MAUNGAKARAMEA SCHOOL BOARD OF TRUSTEES - 12-3099-0577638-00