

2025

# Kōrakonui School A-Z



734 Wharepuhunga Road

RD 3

Te Awamutu 3873

# KŌRAKONUI SCHOOL 2025



Dear Parents and Caregivers,

At Kōrakonui School our Vision Statement is: **'Learning for Life'**

## KŌRAKONUI SCHOOL VISION

Our vision describes the capabilities our student's need for lifelong learning, and for growing, working and participating in society. It provides a clear picture of what our students will be like, and it helps us identify the kind of learning to be achieved. Our vision is our focus and all efforts go into developing the skills our students need to 'Learn for Life'. The pathway to successfully achieving our vision, ensures that our students are achieving the following signposts:

They will be **Confident Communicators, Motivated Researchers, Team Players, Powerful Thinkers and Self Managers**. Our vision is communicated and promoted so that it is understood by members of our community especially the students.

- ✓ Each Kōrakonui Signpost is explicitly taught and then integrated into all learning activities and programmes.
- ✓ Kōrakonui Learner posters are displayed in every classroom and in public areas around the school.
- ✓ Our Kōrakonui Learner logo is displayed on materials that are sent out from the school.
- ✓ Our Vision and Values are promoted during school events such as assemblies, sports days and through modelling.



## KŌRAKONUI SCHOOL VALUES

Our values are our deeply held beliefs about what our school community think are important for our students to thrive. They are linked to our vision and are expressed in our everyday actions. They are an integral part of teaching, learning, and the daily life of our school. Our Values:

Standing Tall and Proud Among Each Other ` we stand together  
valuing **Respect, Integrity and Excellence**

We also value Courage and Resilience at our school as we see these as essential attributes to empower our students as they are actively **'Learning for Life'**.







## Principal's Message



Welcome to Kōrakonui School! We are delighted to have you and your child join our vibrant and energetic school community. Kōrakonui School is a full primary school catering to students from Year 1 through to Year 8, and we're proud of the many opportunities we offer to help each student thrive.

Our amazing community's support, along with our team of dedicated and passionate teachers, makes Kōrakonui a truly special place. Our students enjoy a rich and diverse curriculum that provides a range of challenges and experiences, setting them up as successful, lifelong learners. With engaging programmes and numerous opportunities, our students stay motivated, are highly engaged in their learning, and experience continued success.

For our Year 7 and 8 students, we offer a fantastic programme tailored to support their growth, development, and leadership skills. These experiences are designed to help them become outstanding role models and confident leaders, fully prepared to excel as they transition to high school.

At the heart of Kōrakonui School is a caring and supportive culture where every child is valued and given what they need to succeed. Our Learning Support Coordinator and SENCO ensure strong, individualized support programmes are in place, led by skilled staff who are committed to each student's growth.

Thank you for choosing Kōrakonui School. We look forward to partnering with you and watching your child flourish within our community.

Warm regards,

**Tom Cochrane**

# 2025 Staff and Contact Email

**Principal – Tom Cochrane**

[principal@korakonui.school.nz](mailto:principal@korakonui.school.nz)

## **Deputy Principals**

Fraser Quinn, Senior Team Leader

[fraser@korakonui.school.nz](mailto:fraser@korakonui.school.nz)

Lisa Leather, Junior Team Leader

[lisa@korakonui.school.nz](mailto:lisa@korakonui.school.nz)

## **Teachers**

**Fraser Quinn** - Year 7 and 8 **Bayley** classroom teacher

[fraser@korakonui.school.nz](mailto:fraser@korakonui.school.nz)

**Ruthie Gera** - Year 5 and 6 **Wharepuhunga** classroom teacher

[ruthie@korakonui.school.nz](mailto:ruthie@korakonui.school.nz)

**Brittany Powell** - Year 5 and 6 **Mangawhio** classroom teacher

[brittany@korakonui.school.nz](mailto:brittany@korakonui.school.nz)

**Lewis Morgan** - Year 3 and 4 **Lethbridge** classroom teacher

[lewis@korakonui.school.nz](mailto:lewis@korakonui.school.nz)

**Lisa Leather** - Year 2 and 3 **Ngahape** classroom teacher

[lisa@korakonui.school.nz](mailto:lisa@korakonui.school.nz)

**Heather Cork** - Year 1 and 2 **Mangatutu Hub** classroom teacher

[heather@korakonui.school.nz](mailto:heather@korakonui.school.nz)

**Kathy Graham** - Foundation Learners - **Te Kawa** class teacher

[kathy@korakonui.school.nz](mailto:kathy@korakonui.school.nz)

**Alana Phillips** - Release/SENCO

[alana@korakonui.school.nz](mailto:alana@korakonui.school.nz)

**Amy Knight** - Release Teacher

[amy@korakonui.school.nz](mailto:amy@korakonui.school.nz)

**Faye Ashmore** - Office/Administration

[office@korakonui.school.nz](mailto:office@korakonui.school.nz)

**Learning Assistants** - Bree Beattie, Joanne Harty, Lizelle Buckley,  
Niki Rennie, Vangie Calingacion

**John-Paul Dainty** - Caretaker

**Kaitlyn Baker** - Kora Care Supervisor

# Korakonui A-Z Parent Information 2025



**ATTENDANCES** Regular attendance is compulsory by law, unless a child is ill, or some family emergency makes attendance impossible. Parents are contacted in writing when irregular attendance is a concern. The Truancy Officer may become involved in cases of truancy and / or long absences. Please ensure your child arrives at school on time each day and is organised with their requirements for the day. **The Ministry of Education expects a minimum of 90% attendance for learners to reach national expectations for their year level.**

**ABSENCES** - Please notify the office by 9.00 a.m. on the day your child is absent, giving a reason for the absence (e.g. sickness, hospital appointment, family circumstances, etc.) This can be done through the HERO app, by calling the office 07 8722762 or email [office@korakonui.school.nz](mailto:office@korakonui.school.nz). The reason for this notification is a requirement so that the whereabouts of every child is known at all times in the interests of safety.

**ASSEMBLY** – Whole school assemblies are held every second Friday from 2.00pm in the Multi-Purpose Room. Parents and caregivers are most welcome to attend. Please check notices for dates.

**AFTER SCHOOL Pick Up** - Students must be collected at the top gate by 3.10pm, children not collected by this time will be placed in After School Care until you arrive and your school account charged accordingly.

**AFTER SCHOOL CARE - Kora Care** - 'Kora Care' is available daily to school students in the Multi-Purpose Room, Hours 3pm - 6pm. Please phone or email the office before 2pm to book. (*Enrolment forms available from the office or website*). Kora Care will be charged to your HERO school account - \$7.50 per hour per child.

**AGRICULTURAL DAY** - for lambs, goats and calves. This is a great day of competition, held on the first Wednesday of Term 4 here at the school. This day is well supported by parents and our wider community. BBQ lunch available on the day.

**BEFORE SCHOOL** - Time of arrival for students is from 8.10am and not before.



**BOARD OF TRUSTEES** - The Board is composed of 5 parent elected representatives, a staff representative, and the Principal of the school. The Board is responsible for the governance of the school, and ensuring all legal requirements are met. Their goal is to support staff in providing the best possible education for all students at our school. Introducing our Board, Principal Tom Cochrane, Presiding Member Jude Stacey, Staff representative Lisa Leather, Board and trustees, Gerard Dorssers, Stephanie Brown, Cynthia Port, Kate MacDonald.

**BIRTH CERTIFICATE REQUIREMENT** - It is a requirement of the Ministry of Education that all enrolment forms are accompanied by a copy of your child/children's birth certificate(s) or passport(s). Therefore, please could you attach a copy of each child's birth certificate or passport to your enrolment form(s). If you would prefer to bring your original birth certificate(s) or passport(s) for the children with you on their first day at our school, we will photocopy it for you. Thank you for your assistance with this.

**BUSES** - A free bus service is provided by the Ministry of Education within a set Transport Entitlement Zone area. This service is managed by the Te Awamutu Combined Schools Transport Management committee who contract to Go Bus. Any student that requires 'out of zone' bus travel, is required to pay \$100 per term per student. Most students travel to school by bus. If your child(ren) have changes to their regular travel arrangements in the afternoon, you **must** contact the school office by phone, email, or send a note to the office, giving relevant details, by 2.30 p.m. **at the latest** on the day of the change.

You can set up a permanent arrangement at the school office if your son / daughter is picked up from school on the same afternoon each week for an outside school activity.

**BUS SAFETY** - At the beginning of each school year there is a focus on safe bus practices, and the school bus monitors receive training from the local Police Education Officer.

To help us promote safety for your child please encourage them to:

- ✓ Wait for the bus to completely stop before getting on or off.
- ✓ Wait until the bus has left before crossing the road.
- ✓ Stay seated in the bus AT ALL TIMES during travel.
- ✓ Respect, and respond positively, to requests by the bus driver.

**BYOD** - Students have the opportunity to bring their own device to school. Please check with your students' teacher for this option. A BYOD agreement is to be completed and signed – this can be obtained from the office.



**COMMUNICATION** - All activities and other important information is detailed through Hero - our student management system, which emails parents directly. You can also check the school website for Notices/Information/Newsletters, [www.korakonui.school.nz](http://www.korakonui.school.nz) Our school also uses a Facebook page to celebrate school events and the achievements of our students.

**CHANGE OF ADDRESS – EMERGENCY CONTACTS** - It is essential that you let us know if you change your address or telephone number. If you are working, please keep us informed of your contact number in case we need to contact you urgently. It can be very distressing for students who become ill or hurt, if we cannot contact a parent. Likewise, if you intend to be away from home or work, remember to tell your children where you are going, and nominate someone else to act on your behalf if necessary.

**CARE AND PROTECTION ISSUES** - If there are matters of custody and care, please inform the office and provide a legal copy of the custody/care arrangements. Please make your child's teacher, Principal and office aware of any legal rights regarding access to your children (a copy of documentation is required).



**DENTAL CLINIC** - The Mobile Dental Clinic is a part of the Health Waikato DHB. They visit on an 18-month cycle. This is parked by the Multi-Purpose Room. All students are seen by the dental therapist unless a note comes from home stating that they are not to be seen.  
Contact details TALKTEETH (0800 825583).



**ENROLMENT SCHEME** - Since October 2015 Korakonui School is under an enrolment scheme to avoid overcrowding or the likelihood of overcrowding.

*All students who live within the home zone are entitled to enrol at the school.*

Please check out our website [www.korakonui.school.nz](http://www.korakonui.school.nz) for more information on our home zone, ballot dates and Expression of Interest forms.

**EDUCATION OUTSIDE THE CLASSROOM** - We have a comprehensive school camp programme in line with our vision. Korakonui School students from Year 4-8 will go on overnight camps throughout the year organised by their class teachers. Parent volunteers are a key part of our programmes. Those that volunteer are required to be police vetted.

**EMERGENCY PLAN** - The school has an Emergency Plan for Fire, Earthquake and Lock Downs to guide staff and students in the event of an emergency. The assembly area is out on the front court. Please ensure you are signed in at the office if you are on-site as a parent help. Remember to sign out on departure, as this is part of the plan.





**FIRST AID - MEDICAL CONDITIONS** - Our office staff and all teachers have First Aid training. If your child is unwell at school, we will endeavour to contact you. If we are unsuccessful we will try to reach the person you have given as an emergency contact. If we are still unable to contact anyone and the child requires medical assistance, we reserve the right to arrange this on your behalf, which may include calling an ambulance. If your child has any medical condition, the School must be informed immediately. If your child requires medication to be kept at School, please fill in a medical form (available from the office), name and label medication carefully and it will be locked in the Medicine Cabinet. Please help us by ensuring all your contact details are kept up to date, should we need to contact you regarding your child.

**FACEBOOK** - Please 'Like' the Korakonui School Facebook page and keep up-to-date with news, notices and classroom learning celebrations.

**KICKSTART - 4 YEAR-OLD SESSIONS (Transition to school programme)** - This programme is designed to help the children prepare for school, to allow them to build relationships with the teaching staff, and their fellow students, develop confidence in class, become familiar with the layout and facilities of the school, experience some school activities and routines. We encourage all new pre-school children to have three visits prior to starting school. Visits are on Friday, in the new entrant class called Te Kawa. The Te Kawa Class teacher, Mrs Kathy Graham, will contact you with start dates.

- **First visit** from 9am-10am. This is a short stay to form initial connections. Parents are encouraged to stay in class with their child.
- **Second visit** from 9am-11.30am. Experiencing a full morning in class and forming peer relationships over morning tea. (Bring a healthy snack). Parents are encouraged to drop their child off in class, but remain onsite. You are welcome to wait in the staffroom until the session is finished.
- **Third visit** from 9am-11.30am. This session will expand into other curriculum areas and includes morning tea (Bring a healthy snack). Parents are encouraged to drop their child off in class, but remain onsite. You are welcome to wait in the staffroom until the session is finished.

**FRIDAY'S** - At morning tea time on a Friday, the senior students sell ice blocks for \$1.50 each.



**HERO - Our Student Management System -**  
**Using the Hero App is so easy to view our newsletter, notices and your school account - and send student absence notices**

**The benefits to using Hero for you:**

- \* The Hero app is available to be downloaded from the app store. No need for email.
- \* School notices and communication will be accessed via community feed - push notifications will alert you to when there is a new message (if you choose to turn this on).

\* Hero is designed to reduce the number of places that parents need to check for information about school.

\* Parents and caregivers can log in to their Hero app (even if they have students at multiple schools) – please contact the school office for assistance logging in.



**HOME SCHOOL PARTNERSHIPS** - At Korakonui School we very much value the partnerships we form with our families. We believe this will enable learners to make better progress in their learning. Some tips about communication and correspondence that might assist you and your child in settling into school environment are listed below:

- Class newsletters will be emailed to you at the beginning of each term

- School newsletters will be fortnightly after an assembly - and will be emailed to you, available on our website, and through our school and community Facebook pages
- Like and Follow us on Facebook Korakonui School
- Your child's teacher is your first port of call should you have a query or concern
- Throughout the year we will hold regular opportunities for parents to interact with our staff and be involved in their child's learning.
- Email is the main form of communication for most teachers. ***Please respect the fact that they are teaching all day and may not be able to respond to your email straight away. If you have an urgent matter to discuss with your child's teacher, please phone the school office and leave a message for them to call you back.***

**HOMEWORK** - Homework provides the opportunity for students to develop basic literacy and numeracy skills. For senior students it also provides the opportunity to develop organisational and independent working skills in completing activities relevant to their learning. We believe learners should be ubiquitous learners, able to learn anywhere, anytime and at any place. We aim for home learning to:

1. promote an enjoyment of reading.
2. reinforce and practice foundation skills in Literacy, Maths, Reading, Alphabet Knowledge, Spelling and Sight Words.
3. promote independence in learning and time management.
4. provide the opportunity for parents / caregivers to be involved in their child's learning.

**HOUSES - School houses** - Every student in the school is placed in a house on enrolment. **Kiwi, Tui or Weka.** The inter house competition builds a sense of belonging and involvement in school activities, with a healthy rivalry and fun aspect. On sports days' children are encouraged to wear house colours - t-shirts available for purchase from the office for \$25 each.



**KEEPING CHILDREN SAFE ON THE INTERNET** - Korakonui School has a policy and set of procedures concerning the use of computers and the Internet. This includes signing an internet safety agreement each year. We make every effort to keep our children safe when using the Internet. In support of cyber safety, we suggest you as Parents/Caregivers; -

- Talk with your child about online dangers
- Put the computer in a family area of your home, so that you can keep an eye on what is happening
- Have a password only you know that must be entered before your child goes online
- Limit the time your child can spend on the Internet
- Spend time online with your child exploring positive sites
- Randomly check your child's email
- Keep a copy of the school internet safety agreement as a guideline at home.



**LATE TO SCHOOL** - If your child is late for school **please ensure your child goes to the school office to sign in on the iPad before going to their classroom.** This simple act ensures that we meet many of our Health and Safety procedures and our commitment to keeping your child safe. We need to know who is on site at all times.

**LEAVING SCHOOL GROUNDS** - **NO** student is permitted to leave the school grounds during school hours without permission from the student's parents/caregivers being given to the school office. All students must be signed out at the office if leaving throughout the day by the parent/caregiver.



**LOST PROPERTY - Misplaced Clothing** - It is important to name ALL clothing. Unclaimed clothing is kept at school in the lost property container until the end of the term. If named, it is returned to the owner. All unnamed items are given to a worthy cause at the end of each term.



**MEDICINES AT SCHOOL** - If sending any medicines or tablets to school which your child is required to take (e.g. penicillin), the medication must be sent to the school office:

- Named.
- Labelled with the name of the drug (e.g. penicillin), and its purpose (e.g. for throat infection).
- Labelled with clear dose rate instructions (e.g. 5 mls to be administered at lunch time.)
- For medications administered daily for a prolonged period – a consent form from parent to administrator is required.

**MOBILE PHONES** – Phones are not needed during the school day. If your child needs to bring their phone to school, due to an after school event or activity, we ask that they hand the phone into the school office upon arrival to school for safekeeping and then collect the phone after school. For students travelling on the school bus, we ask that their phones remain in their bags. Phones can cause significant distractions for the bus driver that put the safety of everyone at risk.



**POLICE VETTING** - If you wish to attend school trips and/or camps, we require all parents to be police checked. This is in line with our Korakonui School policies, and the Vulnerable Children's Act. Please assist us by completing the form (available from the school office or on our website under Enrol Your Child, Enrolment pack) and returning this with two forms of photo ID to the school office.

To ensure the vetting is completed prior to the event, please submit your vetting consent at least 8 weeks prior.



**QUESTIONS ABOUT YOUR CHILD'S LEARNING** - If you wish to find out how your child is progressing, or are concerned about something that appears to be happening at school, please make an appointment to see the class teacher in the first instance.



**REPORTING TO PARENTS** - Formal reporting on student's progress is as follows:

- ✓ Parent teacher interview during Term 1
- ✓ Two written reports on progress and achievement in relation to the New Zealand Curriculum Progressions on Hero.

These reports are published at the end of Term 2 and Term 4.

Parents / caregivers are also welcome to make an appointment with their child's teacher if they have any concerns regarding their child's progress, social interaction etc. These appointments are to be made by contacting the classroom teacher directly.

**ROAD SAFETY** - The school is situated beside a busy road with traffic, including trucks and milk tankers, travelling at 100 km per hour. Every care is taken by the school to promote road safety, and we ask you, as parents / caregivers, to actively support and role model road safety rules by:

- ✓ Parking on the school side of the road at all times.
- ✓ Parking away from school gates and bus stops between 8.30am – 9am and 2.40pm – 3.10pm.
- ✓ Making sure the driver and passengers of vehicles are wearing seat belts.



### **SCHOOL HOURS**

School day starts at 9am

Healthy snack - 10am

Morning tea 11am-11.20am

Lunch 12.45-1.30pm

School day ends 2.50pm

*Please note: Students are not to be dropped off at school before 8.10am*

**School office hours: 8am - 4pm    [office@korakonui.school.nz](mailto:office@korakonui.school.nz)**

**SCHOOL ACCOUNTS** - All school fees, camp charges, stationery purchases, extracurricular expenses, will be charged to your child's school account. You can access your school account anytime through the HERO app. Accounts are emailed to parents on a monthly basis. We advise parents to make regular time payments through online banking, to alleviate the initial expenses at the start of the school year.

**SCHOOL PHONE** - Messages for students will be accepted TO COVER EMERGENCY SITUATIONS ONLY. Children will only be permitted to use the school telephone if given permission by their teacher.

**STUDENTS MOBILE PHONE** - Mobile phones need to be handed in to the office daily and collected in the afternoon. No use of phones on the bus – mobile phones must be kept in the students' bags on the bus.

**SMOKE FREE** - Please note that Korakonui School, including all grounds, is a SMOKE FREE area. This also includes NO vaping.

**STOCK SCHEME** - Here at Korakonui School, we run a stock scheme as our major fundraising initiative. This money allows us to provide the best possible education for the kids in our community. How does it work? We ask our farming families for a kind donation of a weaned calf. These donated calves are collected by the Stock Scheme Committee volunteers and relocated to donated grazing, through to maturity.

If you are able to be a part of our successful stock scheme programme, by either donating a calf or being able to provide grazing, please contact the stock scheme coordinator at [stockscheme@korakonui.school.nz](mailto:stockscheme@korakonui.school.nz)

**SUNSENSE POLICY** - In line with our Sun Sense policy, all students are required to wear a wide brimmed or bucket hat during the summer period, Terms 1 and 4. Students who do not have a sun hat at school during that time must stay under the sun shelter during intervals.

Students are to wear a brimmed sun hat and to apply sunblock in the mornings before coming to school. Korakonui School bucket hats are available for purchase from the school office for \$10.

**SPECIAL PROGRAMMES** - We employ a SENCO (Special Educational Needs Co-ordinator) who coordinates programmes specifically for students with learning needs. Our School provides an extensive range of interventions to accommodate a wide range of student needs. We also have Support Staff who assist students with their learning they work with children of all abilities.

**STATIONERY** - Most stationery requirements are available through the year from the Office. Stationery lists will be available at the beginning of each year so that you can purchase all requirements ready for school work on Day 1.

**SCHOOL SWIMMING POOL** - During the summer months and in the holidays the pool is available for use by the community. A key system operates and the keys are available at the Office for \$80 - with a \$10 key refund at the end of the season. A key is for one family only and must not be shared with others. Key holders have the responsibility of ensuring that appropriate behaviour is followed by pool users. Normal school rules apply when using it and primary school aged children must be supervised by an adult. No dogs, food or drink allowed in the pool area, pool rules to be obeyed at all times, and the school reserves the right to withdraw keys if the conditions are not met. Swimming caps are desirable and applying sunscreen at least 30 minutes prior to entering the pool.

**SCHOOLDOCS** - Korakonui School uses SchoolDocs for our policy and procedures – you can view all docs at [www.schooldocs.co.nz](http://www.schooldocs.co.nz) - search for Korakonui School - username and password **korakonui**



**TECHNICRAFT FOR OUR YEAR 7 AND 8 STUDENTS** - Year 7 and 8 students travel by bus to Otorohanga South School for technicraft every second Tuesday of the year. Students get to sew, cook, learn metal work and woodwork. Bus leaves at 8.50am sharp - students must wear covers shoes.



**UNIFORM** - No uniform here at Korakonui School, however, we do encourage students to purchase a school sunhat, beanie, house t-shirt and sports polo shirt. All of these items are available from the office and can be charged to your school account.



**VISITING SCHOOL** - All visitors to the school are required to come to the office to sign in. This is to ensure that we know who is at school at all times and in the case of an emergency.



**OUR SCHOOL WEBSITE** - [www.korakonui.school.nz](http://www.korakonui.school.nz) is a world of information. It is updated and added to regularly and contains useful information



## KORAKONUI SCHOOL

734 Wharepuhunga Road  
R D 3, Te Awamutu 3873  
Email: [office@korakonui.school.nz](mailto:office@korakonui.school.nz)  
Phone: 07 8722762