

KORAKONUI SCHOOL 2021



Dear Parents and Caregivers,

At Korakonui School our Vision Statement is:
'Learning for Life'

KORAKONUI 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 Korakonui Signpost is explicitly taught and then integrated into all learning activities and programmes.
- ✓ Korakonui Learner posters are displayed in every classroom and in public areas around the school.
- ✓ Our Korakonui 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.



KORAKONUI 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**



Korakonui Parent Information 2021

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.) 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.

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 94% attendance for learners to reach national expectations for their year level.**

ASSEMBLY

Class assemblies are held once a term on a Friday from 2.20pm in the Multi Purpose Room. Parents and caregivers are most welcome to attend. Please check notices for dates.

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.

BOARD OF TRUSTEES

The Board is comprised of 6 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. Please see our school website for Board profiles.

BUSES

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.

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.

COMMUNICATION

All activities and other important information is detailed through our weekly notices (which are emailed, and posted on Facebook), and via Linc Ed - our student management system, which emails parents directly. Please check the school website for Weekly Notices/Newsletters. www.korakonui.school.nz Our Facebook page will often be updated with the most up to date information.

DENTAL CLINIC

A mobile dental clinic comes to our school 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.

FUNDRAISING COMMITTEE

The fundraising committee is a group of parents who work alongside the Principal and a Board representative to plan and run major fundraising events. Funds from these events enable students to experience greater opportunities in all levels of learning, leadership experiences and class resources.

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
- Check Weekly Notices on our school website - www.korakonui.school.nz
- 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
- At the start of each year, we hold a 'Meet The Team' evening. It is imperative parents attend this so that they understand the strategic direction of our school, as well as gaining understanding of classroom expectations and preferred methods of communication between parents and teachers.
- 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.

KORAKONUUI KICKSTART (BEFORE SCHOOL PROGRAMME)

An invitation to join the Korakonui Kickstart programme will be sent out 10 weeks before a child's 5th birthday and Kickstart sessions occur for the 8 weeks leading up to each child's 5th birthday. These sessions are run on Friday mornings from 9am -10.15am and based in the Mangatutu Hub. The sessions are designed to help the children prepare for school, and to allow them to build relationships with all staff and their peers in Mangatutu Hub.

NB: An adult must be at school with their 4 year old during these sessions.

LATE TO SCHOOL

If your child is late for school please ensure your child goes to the school office to sign in before going to their classroom.

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.

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 it's purpose (e.g. for throat infection).
- Labelled with clear dose rate instructions (e.g. 5 mls to be administered at lunch time.)

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.

MONEY AT SCHOOL

Any money sent to school for lunches, stationery, activities, etc., must be put in an envelope and sealed. The name of the student and the purpose for which the money is intended is to be written on the outside of the envelope. Students put the envelope into a classroom box at the beginning of the day, and the box is taken to the school office.

POLICE VETTING

If you wish to attend school trips and or camps, we now 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) and returning this with two forms of ID to the school office.

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

Each term your child will have posts on their learning uploaded to their Korakonui Hero account. This is a digital record of your child's learning journey through Korakonui School.

Formal reporting on student's progress is as follows:

- ✓ Two student centred meetings with teacher during the year
- ✓ Two written reports on progress and achievement in relation to the New Zealand Curriculum Progressions on Hero.

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 8.30 – 9 am and 2.40 – 3.10pm.
- ✓ Making sure the driver and passengers of vehicles are wearing seat belts.

SCHOOL ACCOUNTS

All school fees, camp charges, stationery purchases, extra curricular expenses, will be charged to your child's school account. 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 HOURS

School day starts at 9am

Morning tea 11am-11.20am

Lunch 12.45-1.30pm

School day end 2.50pm

Please note: Students are not to be dropped off at school before 8am

SCHOOL LUNCH SYSTEM

Please read the weekly notices to be informed about school lunches available for purchase. At morning tea time on a Friday, the senior students sell ice blocks for \$1 each.

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.

SMOKE FREE

Please note that Korakonui School, including all grounds, is a SMOKE FREE area.

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 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 school office or

Tessa Honeyfield, Stock Scheme Co-ordinator, Phone 027 5277885 Email tessahoneyfield@gmail.com

SUNSENSE POLICY

In line with our Sun Sense policy, all students are required to wear a sun hat during the summer period, as notified in the school weekly notices. Student's 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 from the school office for \$8.

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.

KORA CARE - (After School Care)

Kora Care is available daily, Hours 3pm - 6pm. Please phone or email the office to book. (*Enrolment forms available from the office or website*). Kora Care will be charged to your HERO school account.