



Starting School Prospectus

Vision: **ACHIEVING OUR POTENTIAL**
ACCEPTING CHALLENGE, BRINGING EFFORT AND PERSEVERING
He rākau morimori, e kore e taea te piki

Education Review Office (ERO observed) "An improvement-focused board, leadership and staff are working together to build relational trust and collaboration throughout the school. The team has established positive expectations to support consistent practices in teaching and learning. These refer directly to the school's values, the newly-created learner profile and the key competencies. There is a strong culture of care and a deliberate focus on promoting the wellbeing of students."

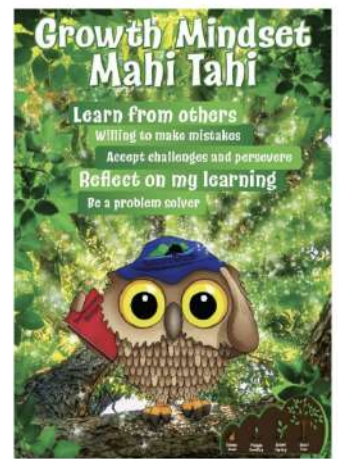
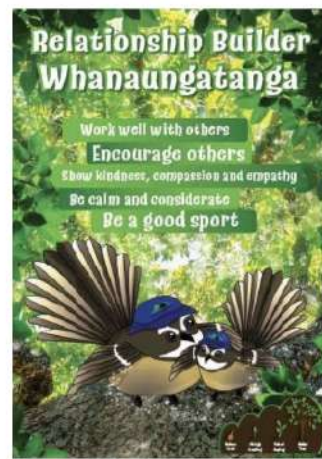
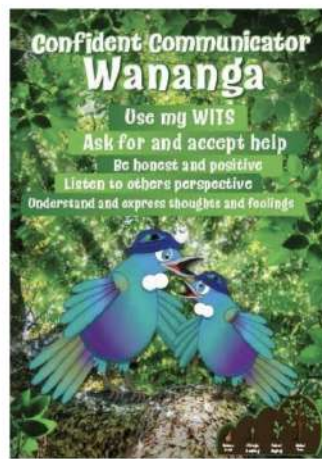
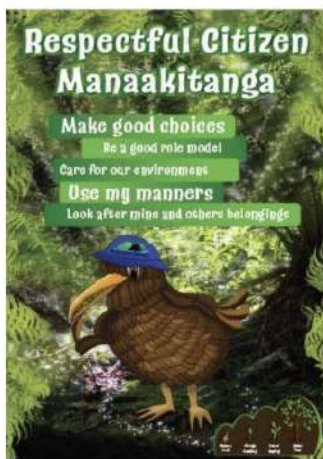
The learning environment supports participation and engagement for students. Themes within the curriculum enable students to engage in relevant teaching and learning topics. The board makes appropriate resourcing available for staff and learners to ensure the needs of students are met." ERO July 2019 report

Welcome to Glentunnel School



We look forward to working with you and tamariki to make this **LIFELONG** journey of learning **REWARDING** and **EMPOWERING**, so that all tamariki can **ACHIEVE THEIR POTENTIAL** and be equipped with essential skills to ensure future success. We believe in the importance of learning to read, write, develop numeracy skills and have authentic learning experiences, which link to real world settings.

Starting school is an exciting and important step for both you and your tamariki. Our skilled and dedicated staff are committed to meeting the needs of all tamariki and we plan our programmes to ensure that all the needs of tamariki are met, developed and their special attributes are valued. Our amazing kura (school) is centred around our four school values which came about through stakeholder consultation in 2020. Our four values of Mātai Rangatira (Glentunnel School) are: **Manaakitanga (Respectful Citizen); Wananga (Confident Communicator); Whānaungatanga (Respectful Citizen); and Mahi Tahī (Growth Mindset).**



These four values are displayed around the school in poster and flag form and in our learner profile, and weaved throughout our teaching and learning programmes. Each week in our values assembly we ‘unpack’ one of the values and their key criteria during school assembly and class teaching time. As a school we are committed to:

- Promoting excellence and equity through principles, values and social development
- Developing a mutually supportive teaching and learning environment
- Reinforcing high expectations and the school values throughout learning and playground environments
- Always recognising, acknowledging and celebrating what tamariki do well through praise and rewards during class, newsletters and school assemblies i.e. Principal’s award, Certificates, and Gold Box card awards (reinforcement of our school values)
- Ensure all areas of the New Zealand Curriculum and key competencies are taught through the integration of our day-to-day learning programme, and our inquiry themed term model
- Tamariki (student) agency - tamariki opinions are encouraged, learning is directed with tamariki input and choice and directly linked to real world settings, and creating opportunities for tamariki to engage with their learning through play, make and create, social development and engaging with the local environment which they are educated in.
- Providing a safe and inclusive learning environment where all learners, cultures, and abilities work together in collaborative and respectful ways.
- Ensure opportunities are provided to empower and enrich tamariki in meaningful ways, so that they **‘Achieve their Potential’** and have a passion for learning.

School Visits: 4 (or more) visits occur before your child starts their first school. Why?

- To successfully **transition** tamariki from ECE (Early Childhood Education), Playcentre or Home Based learning to primary school through 3 pre-visits to the class they will start in. If any tamariki has additional or special learning needs, regular meetings will be arranged with us and the Early Intervention Team, SENCO (Special Education Needs Co-ordinator) and class teacher will occur.

Visits 1 and 2: 9.00am to 12:30 pm. Please bring morning tea and a water filled drink bottle.

Visits 3 & 4: 9.00am - 3.00pm. Please bring morning tea, lunch and a water filled drink bottle.

- For parents/caregivers to see class routines, experience our positive school culture and how tamariki **interact** and **socialise**.
- Our **New Entrant teacher** will liaise with the ECE or Playcentre personnel to ensure tamariki are known and to continue with their social, behavioural and learning development.
- We value the **partnership** between home and school and have an **open door policy** and **value open communication** between our stakeholders.
- We believe in the importance of learning to read, write and develop numeracy skills, as well as social skills for life.
- During school visits tamariki will need to be picked up by car. They will not be allowed to use the school bus while they are not enrolled.

School Key Personnel and How to start the process of enrolment:

1. Parents/caregivers contact **Alison Brown (Office Manager) - enrolment forms**

admin@glentunnel.school.nz or **03 318 2717**

2. Early Childhood Education Liaison Co-ordinator **Anne Cornish (Assistant Principal)**

anne@glentunnel.school.nz - co-ordinating visits for school and your child's ECE

3. **Ed Trotter (Principal) or a member of the leadership team** to show parents/caregivers with or without tamariki around our school for 30 minutes and ask questions about the enrolment process:

principal@glentunnel.school.nz

Enrolment Information: (for any year group). The school office will need to have copies of:

- Verification of **date of birth** – either a birth certificate or passport or if applicable, relevant visas
- We require **2 original address verification documents**. At least one of these documents must be: *a rates bill, a tenancy agreement, a sale and purchase agreement, or a utilities bill*. Please bring these with you when submitting your enrolment application
- Immunisation status – an immunisation certificate from either the plunket book or doctor
- Covid-19 vaccination status – if your child has been immunised. **This is NOT a condition of schooling** and your child can attend school whether they are immunised for Covid-19 or not.
- We will photocopy originals
- Parents/caregivers also will provide a signed agreement to the following:
 - Use of school digital technologies (iPads, chrome books or robotics) and NetSafe internet
 - Opt-in for weekly Bible in Schools sessions on Fridays 9.00am - 9.30am

➤ Permission to use your child's art works or photo/video for the school website

➤ EOTC (Education Outside the Classroom) permission for local trips like Joyce Reserve, Selwyn River, Glentunnel Community Centre, Hororata Golf Club and Glentunnel Domain and other close locations within walking distance from the school. A separate form will come home for EOTC trips which require parental transport or a chartered bus

Other information included with the enrolment form:

- Stationery lists for classes are available from the School Office manager. New Entrant stationery packs can be purchased from the school.
- The school uniform list will be given to you by our School Office Manager. All tamariki receive a free sunhat and hi-vis vest sponsored by our 'Home and School Team' and a local building company 'Phase 2'. School uniform items can be purchased from the school. There are also various second hand uniform items available.

It is important to keep your contact details up to date, please inform the school office of changes to email or phone numbers to receive information like newsletters and communications from the school.

Parent Information for Tamariki Starting School

- Tamariki who are 5 and starts school between February and June will be classified as a Year 1. Tamariki who start between July and December will be classified as a New Entrant (Year 0).
- Tamariki who start between April and June will have their learning closely monitored and depending on their needs, a discussion will be held with parents/caregivers before classification as a Year 1, for the following year at school.
- Tamariki work at their instructional level. Tamariki usually remain in their entry class until the end of that year. They then progress yearly and complete school with us in Year 6.

Authentic Learning Experiences

Sport events - athletics, cross country, swimming, cricket, golf, arts and music programmes, Student Council, Teina & Tuakana buddy class, Life Education visits for Health and Wellbeing, Genius Hour, EOTC week, Composting; Community Garden, Bee Hives, Year 6 Camp, Science Fair, Matariki celebration, Pet Day, Play Make Create, Kapa Haka, fundraisers, Discos, School Picnics, Art Evening, Book Fair, swimming programme, school trips and lots more.

Order of the School Day

8.15am to 8.50am Arrive at School for class. Tamariki can play in the playground. Teachers are in their rooms from 8.30am.

The first bus arrives at school at 8.15am. See the school office if you are in the zone for the Whitecliffs or Coalgate bus.

8:55am Bell rings for learning to start

9:00am to 10:20am First block of learning.

10.20am to 10.30am Tamariki supervised eating their playlunch/break food

10.30am to 10.45am Break time - playing outside, if wet inside

10.45am to 12.30pm Second block of learning

12:30pm to 1:00pm Playtime during lunchtime

1.00pm to 1:20pm Whole school supervised eating of lunch

1.25pm to 3.00pm Third block of learning

3.00pm School finished for the day. Coalgate bus leaves at 3.05pm. Whitecliffs bus leaves at 3.30pm approximately.

3.30pm DJ's (paid Afterschool care starts). If you are interested in knowing more please ask at the school office.

DJ's Afterschool Care for Glentunnel School tamariki - school term only

- DJ's operates to allow working parents the chance to finish a bit later without worrying about the kids pick-up at 3.00pm. It also means that if you want to shop without the children or catch-up with a friend parents can do so knowing that their child is being professionally cared for. There are 3 regular caregivers co-ordinated by Pat Gill (TA), Denise and Rose and Nicole occasionally joining the team. Each main staff member is a grandma, first aid trained and loves children.
- DJ's is located in the kitchen between Rm 3 and 4, the school library and outside in the playground and in summer the school pool.
- Charges are listed below and invoices are sent to parents fortnightly by email. Prompt payment, through the bank or by cash, is appreciated. Pat and the team look forward to taking care of your most precious asset.
- Daily charge: 3.30pm - 4.00pm \$5 each child with afternoon tea provided. 4.00pm - 5.00pm \$5.00 for the first child or \$2.50 for subsequent siblings. 5.00pm - 5.55pm \$5.00 1st child or \$2.50pm for subsequent siblings. Maximum amount charged for 1 child is \$15.00 per day and a subsequent child \$10.00 from 3.30pm - 5.55pm. Children collected after 5.55pm will be charged \$5.00 for every 5 minutes or part thereof.
- For parents to enrol their child in DJ's ring **Pat Gill 021-18-98-518**. For already enrolled students, whose parents want them in DJ's then ring Alison in the office on **03-318-2717**

For your tamariki's first day at Mātai Rangatira please ensure they have:

- personal articles named - school uniform, school sunhat, towels & togs (Terms 1 & 4), books
- school sunhat (these are compulsory in Terms 1 & 4). The first sunhat is provided free.
- lunchbox and water bottle (named clearly) with the school bag
- **a BIG smile and a GROWTH MINDSET**

School Organisation

"The Tuakana-Teina relationship is an integral part of traditional Māori society, and provides a model for buddy systems. An older or more expert tuakana (brother, sister, or cousin helps and guides a younger or less expert teina (originally a younger sibling or cousin of the same gender). In a learning environment that recognises the value of ako (teaching and learning relationship), the tuakana-teina roles may be reversed at any time." Curriculum Guidelines for Teaching and Learning Te Reo Māori."

In 2022 our FIVE Classes for our 101 tamariki consist of:

- 2 composite Year 5/6 classes Rm 4 & Rm 5

- 1 Year 3/4 composite class Rm 1
- 1 Year 2 class Rm 3
- 1 NE/Yr 1 class Rm 2

Please check out these **Ministry of Education** links to support your tamariki's learning:

[Starting School](#)

[Supporting your child's learning](#)

[Covid-19 - Covid Protection Framework \(CPF\) - Traffic Light System](#)

(website: <https://www.education.govt.nz>)

Encouraging Healthy Eating (2020-2022 Health Curriculum)

To promote oral health care and help tamariki develop healthy habits we encourage tamariki:

- to drink only water in class. We are a water only school, so no sugary drinks please.
- to bring a named water bottle to drink from during class – this has been shown to increase attention span and concentration
- to eat sugar free snacks for morning tea.
- to eat fruit and healthy alternatives to lollies, chocolate and other such foods.

Every year we have a visit from the Life Education Trust. We spend time looking at how our bodies work and what we can do to make them work better.

Should you wish to ask questions or discuss any matters please contact Alison Brown in our School Office to make an appointment with the Principal (Ed Trotter) or Deputy Principal (Jane Wright). For more information about our great kura check out www.glentunnel.school.nz

We look forward to hearing from you and welcome you to our epic kura.

Ngā mihi nui,



Ed Trotter

Tumuaki/Principal