

TAMATEA INTERMEDIATE SCHOOL HANDBOOK

www.tamateaint.ac.nz

A young boy with short brown hair is shown from the chest up, wearing a maroon zip-up jacket with white stripes on the sleeves. He is looking down at a guitar he is holding, with his hands positioned on the fretboard and strings. The background is a solid blue color with a pattern of light blue stars of varying sizes. The text 'Our school mission statement is:' is written in a white, sans-serif font in the upper right area of the image.

Our school mission statement is:

LEARNING FOR
THE FUTURE IN
A SUPPORTIVE
ENVIRONMENT

TAMATEA INTERMEDIATE SCHOOL

Our Aim

Our aim during the next two years is to help your child reach their full potential by providing them with the best educational experiences possible.

Tamatea Intermediate offers a secure, supportive and innovative environment specifically focused on the educational and social needs of the 'emerging adolescent' (10-13 years).

Tamatea Intermediate endeavours to support and encourage students to become more responsible.

The added advantage of contact with other specialist staff during the day significantly enhances the scope of your child's learning and helps prepare them for their future schooling.

We look forward to working with you and your family to ensure your child reaches their full potential.

Our Focus

A specific focus, designed, resourced and staffed to meet the needs of 10-13 year old students.

Recognised leaders/innovators in:

- Digital Learning / PrEP – Primary Enterprise programme
- A wide variety of activities while maintaining the core commitment to literacy and numeracy
- A fully integrated Technology programme
- Modern teaching and learning environments

Tamatea Intermediate provides an environment where students can be fully involved in the running of the school.

Elements of the curriculum and aspects of school organisation are designed to prepare students for High School.

We have an experienced, cohesive team of positive teachers.

Education is an active partnership between home and school...

OVERVIEW

The following information provides an overview of how things are organised at Tamatea Intermediate.

Class organisation

- We operate between 14 – 16 home-rooms. Classes are either Year 7 (Form 1) or Year 8 (Form 2) with their own teacher.
- A staffing gender balance is maintained within teaching teams providing both male and female role models. For some subjects, students are regrouped to better provide for their ability, needs or interest e.g. Mathematics, Languages.
- Specialist subjects such as Technology and Art are taken by specialist staff.
- Staff constantly review the organisation of the school to improve educational opportunities for students.

Curricula

The Tamatea Intermediate learning programme follows the New Zealand Curriculum, covering the eight Learning Areas of: English, Maths, Social Sciences, Health & PE, Technology, The Arts, Science and Languages.

My learning

Personalised 21st century learning that provides greater partnership and empowerment of students, is an integral part of our learning programme.

Extension/Enrichment

Music, Instrument tuition, Science, Speech, Drama, Dance, Languages, Maths, Literacy, Debating, Radio.

Social Skills

A targeted learning programme that incorporates school virtues and current relevant challenges for adolescents including me2, Positive Puberty, Skills for Adolescence, Keeping ourselves safe.

Technology

Multi-material Technology, Metal/Electronics, Fabric Technology, Food Technology, Bio/Science Technology, Art, Robotics and coding.





School organisation and procedures on the first day

Students start school at 8.40 a.m. They should bring their lunch, a writing pad or old exercise book and pencil/pens. Those cycling to school may place, and lock, their bikes in the stand by the office. Students who enter via the Taradale Road gates are required to walk their bike through the school grounds to the bike stand by the office.

Attendance

- Students are expected to be at school no later than 8.35am each morning, and 1.20pm following lunch.
- Late students must report to the attendance officer to have their name recorded and be issued a Late Pass.
- If your child is going to be absent please text **027 341 5373** or notify the school by using the absence function on the School App before 8.40am giving the following details:
Caller's name, child's name, room number and why the child is absent.

- We also request the provision of a written note (to the class teacher) when your child returns.

Positive behaviour for learning (PB4L)

Tamatea Intermediate School provides a positive, secure and safe environment for students using the Positive Behaviour for Learning approach (PB4L) and restorative practice. This aims to recognise and reward the majority of students who do the right thing at the right time. The school has a set of expected behaviours based around our four virtues.

The core foundation of PB4L is the building of respectful relationships to ensure effective learning takes place in our school.

Each class has clear behaviour expectations that have been developed by staff and students.

"A positive, supportive school environment that is based on a shared vision and high expectations"

ERO 2014

Innovative programmes

Tamatea Intermediate prides itself on offering innovative programme options that are relevant and engaging in their learning. We are constantly evaluating and refining these initiatives to ensure the maximum benefit for students. A sample of these programmes include:

me² – positive choices

Tamatea Intermediate has pioneered the me² positive choices programme focused on such issues as peer pressure, drugs and alcohol. This builds upon our success with the previous DARE programme and sees us working in partnership with Police Education Officers and leading local health facilitators.



Digital Learning/BYOD

Digital Learning is a particular strength within our school. We are constantly expanding students access to, and developing, powerful 'digital learning' opportunities. All classrooms are well equipped with the school providing either 1:1 or 1:2 devices between every student. The majority of our devices are Chrome Books or Netbooks.

Google Accounts and other learning platforms are provided for all our learners. Students also have the option to bring their own devices to school (Bring Your Own Device BYOD). Digital Learning/BYOD usage guidelines and permission forms need to be signed prior to bringing them to school. If you want advice on purchasing a device for your child we are also happy to help. It is important to remember that digital devices are simply a 'tool' that helps us support high quality teaching and learning opportunities for our students.

Early birdz

Breakfast and a warm, supervised environment is provided daily free of charge for early arrivals (from 8am). Perfect for those that have early sports training, have missed breakfast at home or who have simply run out of time!

PrEP – Primary Enterprise Programme

Tamatea Intermediate is a 'Lighthouse School' for the Primary Enterprise Programme. This exciting 'economics based' programme involves students in the design and operation of their own functioning community within the school. Students form a government, hold jobs, produce, market and sell goods and services and operate within a school currency.

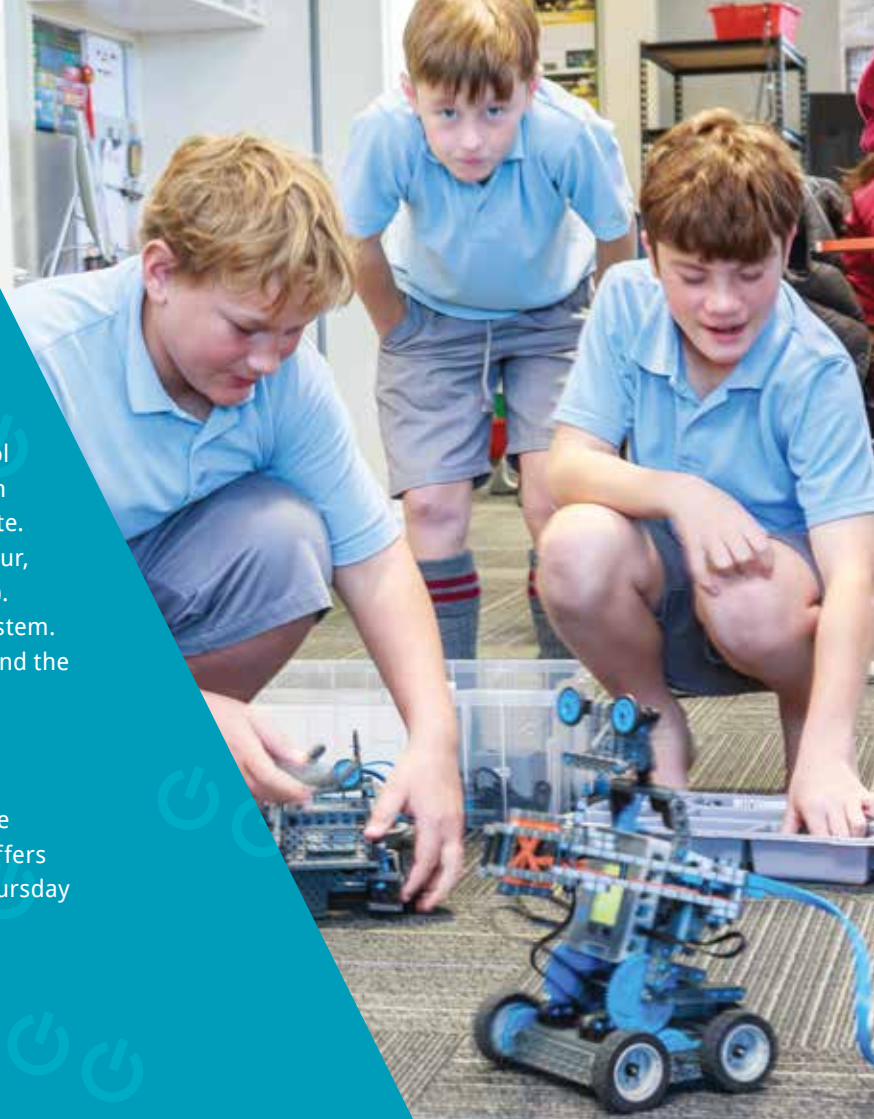
Encouraging enterprise skills within students from a young age will prepare them well for their future lives in the global economy.

Blue Awards

The Blue Award is our highest award where students are recognised for excellence in Academic Endeavours, Technology, Cultural Pursuits, Sports, Virtues and Service to the School and Fellow Students. Students are presented with a badge to attach to their uniform and a certificate. The weighting level depends on attitude, behaviour, commitment and attendance and fair play (sport). Students manage and record their own points system. We value and recognise long term commitment and the greater effort to achieve.

Lunch Options/Canteen

A school canteen is available at lunchtimes for the purchasing of drink and hot food. Lunch online offers healthier options and is available Wednesday, Thursday and Friday. www.lunchonline.co.nz to sign up.





Outdoor education

The school aims to give all students an opportunity to participate in a wide range of Outdoor Education activities in the course of the two years spent at Tamatea Intermediate.

All students will be expected to take a full part in the Outdoor Education programme, which aims at developing self-esteem and social skills as well as physical skills.

Sports

Students have a wide variety of both summer and winter sports to choose from: rugby, soccer, hockey, badminton, basketball, gymnastics, triathlon, swimming, surfing, golf, softball, cricket, table tennis, netball, canoe polo, volleyball, touch, running, cycling, handball, athletics, golf croquet, boxing, bowls, darts, chess.

All students participate in a weekly afternoon 'House based' sports programme. Students also have the opportunity to join a club in their chosen sport to further develop skills with specialised coaching.

Thanks to staff, additional formal and informal lunch-time sports programmes also operate. This includes inter-class and team activities in a wide range of sports and games.



Super six competition

Regular competitions occur between the six Hawke's Bay Y7 and Y8 Intermediate Schools. Sports include: rugby, soccer, netball, swimming, cross country, athletics, volleyball, touch and canoe polo, badminton and softball.

Sports code of conduct

Students, parents and/or caregivers are asked to complete a sports code of conduct at the beginning of the year to help foster and adopt positive behaviour both on and off the field. This helps encourage everyone to behave professionally and ethically.

School uniform

Our school uniform has an important part to play in developing in the students a sense of identity and pride.

Parents are asked to support the school by ensuring that their child/ren attends school in the **correct, clean and named** school uniform. We maintain and encourage high standards of dress and general appearance of students.

Please also help us by reinforcing the following:

- Jewellery is not permitted except for one plain stud per ear.
- No cosmetics or nail polish.
- Extreme hairstyles and colours are not acceptable. Long hair will have to be tied back.
- For sun protection, school hats are available for purchase at The Warehouse and must be worn during Term 1 and Term 4.
- Wear uniform correctly (in emergency situations, a uniform pass can be obtained by the Home Liaison Officer if a note from home is provided with a valid explanation).
- A list of approved footwear can be obtained from selected shoe retailers or come and look at the poster in our office.
- For safety reasons all technology workshops require covered shoes.

School uniform and stationery suppliers

Our school uniform including our PE uniform is supplied through The Warehouse at very reasonable

prices. A full uniform list is included with this handbook. There will be a second hand uniform sale in December and any leftover second hand uniform may be available the week prior to school starting in January. Stationery packs are available for sale at our School Office between 9am and 12pm the week prior to school starting.

Kapa haka

A highly respected and well-supported Kapa Haka Maori Performance Group operates in the school. Each year this group performs with distinction in the community and local events.

Cycles and scooters

Students riding to school should ensure that bikes are in good condition and fit to be on the road. Those students not able to follow road safety guidelines are encouraged not to ride to school. Cycle helmets must be worn. Children must LOCK their bike in the stands provided. Scooters and skateboards can be used in the designated area on the courts and are kept by the classrooms.



Te waka o Tamatea

"He waka eke noa"
We are all in this together

MANAAKITANGA

PERSEVERANCE

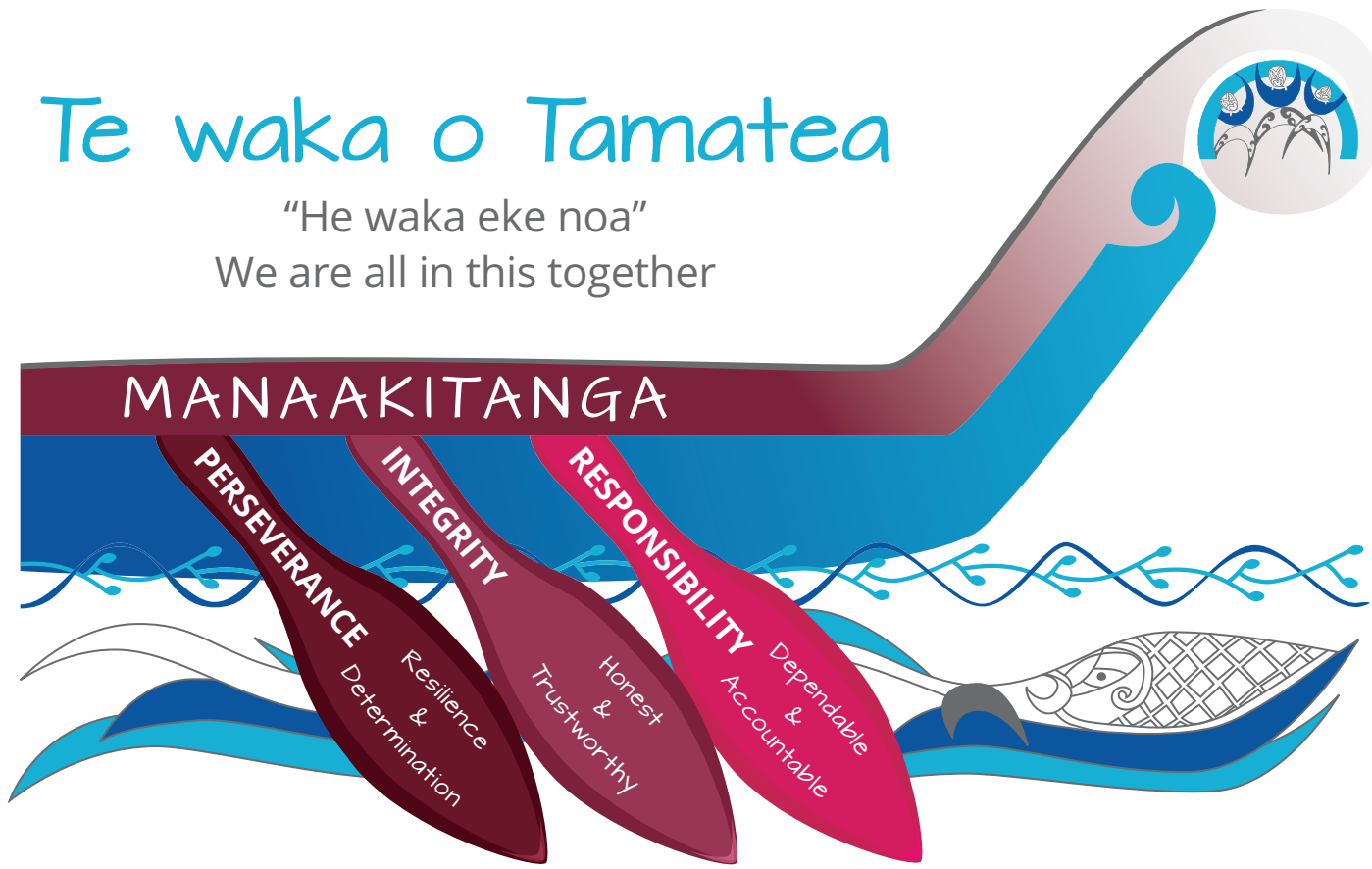
Resilience
&
Determination

INTEGRITY

Honest
&
Trustworthy

RESPONSIBILITY

Dependable
&
Accountable



The four virtues

Te Waka O Tamatea

He waka eke noa

Our school culture is based on the four virtues our community believe are essential for guiding learners through adolescence. These are the virtues of

Manaakitanga

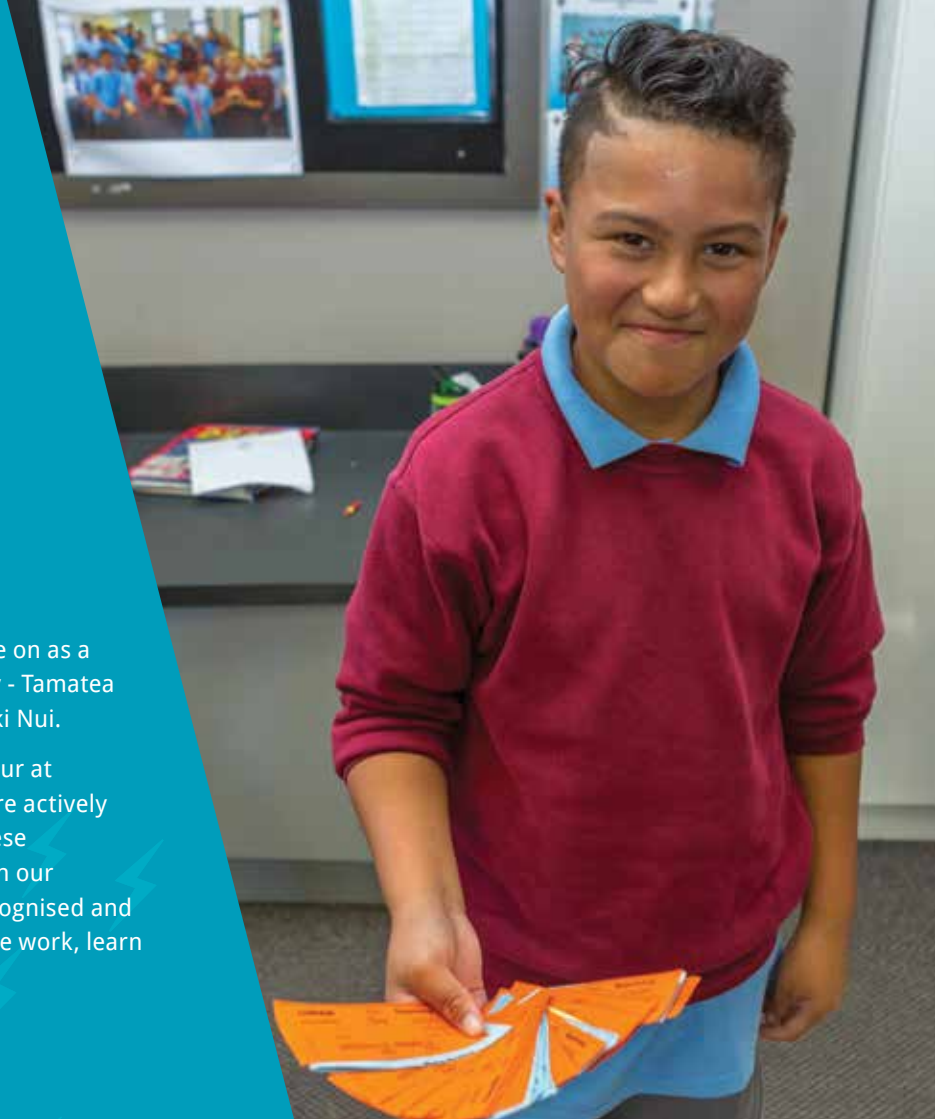
Perseverance

Integrity

Respect

The waka represents the journey that we are on as a school with our three chiefs guiding the way - Tamatea Pokai Whenua, Rongokako and Tamatea Ariki Nui.

These virtues guide all learning and behaviour at Tamatea Intermediate. Staff and students are actively involved in defining and redefining what these virtues mean in our everyday life here and in our community. Appropriate behaviours are recognised and acknowledged. The virtues are about how we work, learn and interact alongside each other.



Homelearning

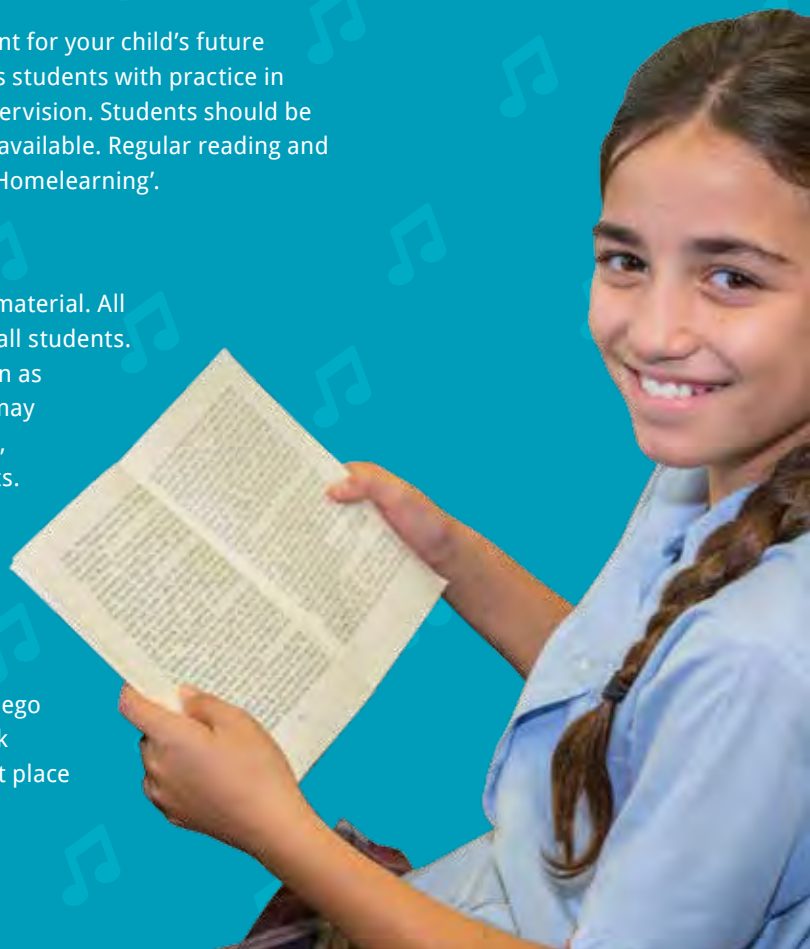
Development of effective work and study habits is important for your child's future learning and success. Setting 'Homelearning' tasks provides students with practice in completing tasks in a specific time-frame with minimal supervision. Students should be supported in spreading their 'Homelearning' over the time available. Regular reading and revision of maths basic facts are an important element of 'Homelearning'.

Library

Our Library is resourced with a broad selection of reading material. All books are on a computer catalogue, which is accessible by all students. Two books may be borrowed at a time and changed as often as necessary. The initial loan period is two weeks, but books may be renewed. The library is open at lunch times for research, reading/quiet time with a book, a game of chess or draughts.

Inside club

Not everyone wants to be outside in the playground so we have created an Inside Club for those that would rather be indoors. The Inside Club provides a supervised quiet space at lunch times where students can create with lego and machinery, play cards, battleships, magic tricks or work quietly on hobbies of their choice. The Inside Club is a great place to make new friends.





Immunisations

Health Care Hawke's Bay offer immunisations to Year 7 students. From time to time additional immunisations may also be offered. Consent from parents must be obtained. Year 7 students also have their vision tested.

Internet usage

Every class is connected to the Internet by a fast and reliable fibre connection. With technological changes happening so quickly we are constantly reviewing student access to the internet to ensure browsing is as 'safe' as possible. We currently use sophisticated filtering technology but we are also trying to 'teach' students positive, practical strategies for using the internet. Students and parents are required to sign and return the school's Digital Learning Agreement prior to accessing the Internet to ensure the correct protocols and behaviours are adhered to. This is designed for the protection of all students.

Learning an instrument

The school provides the opportunity for interested students to learn guitar, drums,

clarinet, strings, flute, brass, saxophone, percussion and keyboards. The cost of these lessons is heavily subsidised by the school.

The school also forms a music rock band that competes in local competitions as well as performs at school functions or public events.

Privacy

All information collected by the school is confidential to school staff, and any government agency allowed access through legislation. The school's appointed privacy officer is the Principal.

Parent/teacher contact and reporting to parents

We strongly believe that for a student to learn well they must be happy and comfortable in their surroundings. If you have any concerns please make an appointment to see your child's teacher.

Opportunities are provided for parents to consult with staff on the progress of their children including written reports and formal conferences. Parents may request an interview at any time.

School fees and donations

General Donation

Per family/per year (tax deductible) **\$60**

Technology / ICT Fee

Per student/per year **\$60**

Payable either term by term or as a lump sum.

Health and safety

- Please inform us of any medical condition affecting your child. Conditions such as allergies, asthma, epilepsy, hearing loss, or special medication should be noted.
- First aid will be provided in case of accident. In the case of serious injury assistance will be sought through St John's Ambulance or the local medical centre. Parents/caregivers are contacted as soon as possible.
- Personal medication, suitably labelled may be held in the school office (e.g. allergy tablets, inhaler etc).
- For safety reasons schools cannot provide students with panadol, aspirin or other medication unless we have parental consent.

- A signed request must be made to the office should you wish medication from home to be dispensed at school. This request must identify the medication, dose and time medication should be administered. Requests must be signed by a parent/caregiver and dated. All care will be taken, however the school accepts no liability. Advice from medical practitioners indicates that the administering of antibiotics can be effectively managed through doses outside of school hours.
- The school is not equipped or staffed to look after sick children. Students who are sick should not be sent to school. If your child becomes sick during the day you will be asked to collect them from school.

PROVIDING AN EMERGENCY PHONE NUMBER IS ESSENTIAL

Leaving school grounds

No child will be permitted to leave the grounds at any time during the school day without parent authority. Students going home for lunch on a regular basis are issued permanent lunch passes.



Traffic routes

To keep students safe we advise the following routes to and from school;

- Students living east of Kennedy Road move south along Kennedy Road, under the Motorway, turn right into Konini Crescent and cross Taradale Road at the patrolled crossing.
- Students living in Tamatea-Greenmeadows take the most direct route to Freyberg Avenue entrance and use the supervised crossing point opposite the school gates.

NOTE – The over-bridge above Kennedy Road and surrounding green belts, intersection of Coventry Avenue and Taradale Road is STRICTLY out of bounds.

School times

Monday – Thursday

Morning 8.40am - 12.30pm

Afternoon 1.25pm - 3.00pm

Friday

Morning 8.40am - 12.05pm

Afternoon 1.00pm - 3.00pm

NB. Without prior notice, children may be kept in class by the class teacher for up to fifteen minutes to tidy the room, complete work, attend a meeting or for counselling purposes.

If a child is to be detained for longer (up to half an hour after school closes) the teacher will advise the parents, by note, the day before the detention. Do not hesitate to contact the school if your child is unusually late home (20 minutes plus) from school.

Short lunch hour

On wet days the lunch hour is shortened to 30 minutes and school closes at 2.35pm. This is done to minimise unstructured time in wet/cold conditions and maximise learning. Parents are advised through the school website and Parent App. We also encourage you to 'like' us on Facebook to receive up-to-date information.

If parents do not wish their child/ren to leave the grounds before 3.00pm please advise us and supervision will be arranged.

Download our school App now







Textbooks and stationery

The school will provide all necessary textbooks. Students are expected to take reasonable care of them and accept responsibility for loss or defacement. Invoices will be issued for lost / damaged school library books.

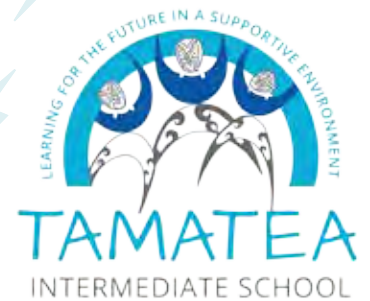
Stationery packs are sold through the school office and contain everything needed for the school year. Approximate costs are \$35 per pack. These are available for purchase from the first day of school.

Valuables, money and clothing

The school can accept no responsibility for valuable items / money etc that students bring to school.

Cell phones that are brought to school must be handed in to a teacher or the office at the start of the day. Unfortunately the school cannot accept any responsibility for lost or stolen cell phones. All other property including uniforms must be named.





Freyberg Avenue
Napier, New Zealand

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