



**Show Respect, Be Courageous, Have Resilience, Strive for Excellence**

# Information Booklet

## Mission Statement:

A place where people and nature are nurtured and the whole school environment is a learning resource.

# Welcome to Ngutunui Enviro School:



- \* Decile 6 School.
- \* High Achieving ERO Report
- \* Delightful country atmosphere.
- \* Spacious grounds.
- \* Park like surroundings.
- \* Bus service.
- \* Two classrooms.
- \* Years 0 - 8.
- \* Highly resourced school.
- \* Effective literacy and numeracy programmes.
- \* Reading support and extension programmes for individual students.
- \* Focus on Environmental Education.
- \* Recycling/Worm farming/Native planting/Gardens.
- \* Education Outside the Classroom opportunities.
- \* Computers in the classrooms.
- \* Well resourced library.
- \* Swimming pool.
- \* Playground.
- \* Large hall on site
- \* Experienced and motivated teaching staff.
- \* Supportive B.O.T. and Community.
- \* Friendly, caring family school.

Please feel free to phone, visit the school and meet the staff.  
We are only too happy to show you around.

## Staff:

Principal  
Teachers

Mark Harrop  
Laura Dowding  
Suzanne Ings

Teacher Aides

Rebecca Penny  
Anne Kruse

Office Administrator  
Caretaker/Cleaner

Lesley Clayton-Greene  
Donna Knight

## Board of Trustees:

Ngutunui Enviro School is fortunate to have such dedicated and hardworking members of the community on the Board of Trustees. The Board meets once a month to discuss, review and plan governance related issues. Board of Trustee meetings are open meetings and parents are invited to come along.

B.O.T. meeting minutes are displayed on the noticeboard in the School Office.

Chairperson  
Board Members

Karen Crake  
Sue Bethell  
Kath Riley  
Leanne Oldfield  
Sarah Barron

Staff Representative  
Principal  
Minute Secretary

Rebecca Penny  
Mark Harrop  
Lesley Clayton-Greene



## **Ngutunui Fundraising Committee:**

The Home and School Fundraising Committee plays an integral role in fundraising ventures that benefit the school and the children.

New parents, parents of existing children at school, whanau, extended family and community members are welcome to come along to committee meetings and be involved. With your help and support we can continue to make our school a better place, and provide the very best for our children.

Chairperson: Nick Riley

## **School Hours:**

School Begins	9.00am
Morning Interval	11.00 – 11.25am
Lunch	12.40 – 1.30pm
School Finishes	3.00pm

## **Term Dates 2017:**

Term 1	1 February - 13 April
Term 2	1 May - 7 July
Term 3	24 July – 29 September
Term 4	16 October – 15 December

## Contact Details:

Phone: 07 8719426

E-mail: [office@ngutunui.school.nz](mailto:office@ngutunui.school.nz)

## Absences:

If your child is absent for any reason it is important that the school is contacted by phone by 8.50am. Any pupils not at school after the roll is taken are recorded in the absence book and parents are called to ascertain their child's whereabouts and welfare by 9.30am.

If your child will not be travelling on the bus in the morning please ring Lesley our Bus Driver on 07 8710634 by 7.30am.

## School Lunches:

As part of our new Nutrition Guidelines, daily lunches available for sale at school are currently under review

## School Newsletter:

The School newsletter is published fortnightly and sent home with the eldest child at school from each family.

The District Newsletter is published once a term and sent out to the school families and wider community.

The newsletters are an effective communication tool and advertising agent for the school and community. They allow us to welcome new families to the area, recognise special cultural, sporting and academic achievements. They also keep everyone informed of school activities.

## **School Donations / Stationery:**

We request \$60-00 to cover all stationery requirements and some Education Outside the Classroom activities. There are several payment options.

## **School Bus:**

You can discuss your eligibility for the School Bus with our Office Administrator Lesley Clayton-Greene.

Children who use the bus, and their parents / caregivers, must sign a bus safety code of conduct.

## **School Library:**

We have a school library and issue books regularly during class library periods. Books are very expensive to replace or repair so every care is needed to ensure they stay in good condition. The children take library books home in their book bag which is provided by the school. Lost or damaged books are charged at their replacement cost.

## **Reporting to Parents:**

There is an opportunity for parent and student meetings twice a year. Parents are encouraged at any time to contact the class teacher instead of waiting for the formal interview time. Written reports are issued in Terms Two and Four.

## **Behaviour Management:**

Ngutunui Enviro School recognises that students and teachers have a right to enjoy their days at school in a safe, nurturing learning environment. At Ngutunui Enviro School we promote self-management and respect and we support our students to develop these values.

## E-Learning:

We are committed to providing high quality learning programmes for our students. All classes are well equipped with up-to-date technology and ultra fast broadband.

We are proud to be leading the way in the use of cutting-edge mobile technologies. With our small class sizes and multiple devices the students get lots of access and so are confident and excited to learn, discover new things, create and then share their learning.



## Senior Leadership Programme:

All students from Year 6 to Year 8 are involved in our Senior Leadership Programme. This involves making connections with five other rural schools through online learning communities. Our students meet twice a term for shared learning experiences including career expos, overnight camps, hiking, science and arts inquires.



## **Project Energize:**

We are part of the Project Energize initiative run by Sport Waikato. The students have many opportunities to participate in a range of fitness and physical education activities. They are encouraged to practise healthy eating and make good choices.

## **Swimming Pool:**

Our swimming season is from December through to late March (weather permitting). All pupils are required to attend swimming classes at school as part of our Physical Education Programme. Pool keys are available to school families and community members.

## **Inter-School Sporting Events and Education Outside the Classroom:**

The students participate in a number of sporting and outdoor education events during the year including Swimming Sports, Cross Country, Athletics Day, school trips and School Camp every alternate year.

## **Environmental Education:**

We are committed to providing high quality education with a focus on sustainability and environmental issues. We recycle our rubbish and have composting and worm farming.

There is an Otorohanga District Council Community Recycling Centre operating out of our old bus shed on Pekanui Road. Cardboard, paper, glass bottles, some plastics and tin cans can be dropped off for recycling.



## Te Reo me Tikanga Maori:

Te Reo and Tikanga Maori are part of our teaching and learning programmes. We have an active Kapa Haka group that performs at school events and inter school concerts and festivals.



## Second Language Learning:

The Senior Class also learns a second language with a focus on vocabulary, phrases and simple conversations. Children also have an opportunity to learn New Zealand Sign Language.

## Agricultural Day:

This is held every year in the beginning of Term 4. The students are encouraged to participate and can have a calf, lamb or kid. They also have the opportunity to attend Group Day which we host every three years. We next host this in 2017.

## **Technology / Arts:**

Our Tech Arts provider is Pirongia School. All Year 7 and 8 students are able to attend from 11.00am until 3.00pm each Thursday during Terms 2, 3 and 4. Students learn hard and soft materials (woodwork / sewing), Food technology (cooking) as well as Music, Visual Art, Dance and Drama.

We transport students to these classes and parents / caregivers arrange transport home. The College bus is able to transport some students home, depending on their home address.

## **Homework:**

Homework supports the school's curriculum. It provides a link between school and home, and assists in reinforcing learning.

## **Medication:**

The school keeps a file of those pupils who have special medical needs, and we ask parents to keep us informed of any changes. If medication is required at school please send it along clearly named with instructions.

## **Dental Clinic:**

The Mobile Dental unit is available to families at a local school during the year.

## **Sun Safety:**

We are a Sun Smart accredited school. As part of our sun safe practices the students are required to wear a school sunhat during terms 1 and 4.

## Lost Property:

Please name all your child's clothing so it can be easily returned. Any left over clothing that is not claimed is given away to charity at the end of each term.

## Ngutunui Play Group:

Playgroup meets every Tuesday from 9.00am – 12 noon at the school in the hall at school. Everyone is most welcome to attend with their pre-schoolers.

Contact Lynn Bartlam: 0272943652

