

# FOXTON BEACH SCHOOL



# Parent Handbook

## WELCOME TO FOXTON BEACH SCHOOL

At Foxton Beach School we are passionate about providing our students with a quality education. We base all learning around numeracy and literacy, also ensuring our students get a balanced education.

We want our students to be actively engaged in their learning and where possible, we incorporate aspects of technology into the classroom programme.

We also endeavour to meet the physical and cultural needs of our students. We have strong sports teams that play in local competitions and our school Kapa Haka Group is outstanding. Please feel free to make an appointment and we will show you around the classrooms and discuss what Foxton Beach School has to offer your children.

Hamish Stuart  
Principal

## MISSION STATEMENT 2017 - 2019

At Foxton Beach School we are motivated, diverse, future focused learners who through connection to our community and environmental success.

Ki te Kura o Te Awahou kit te moana he kipakipa, he matatini ngà àkonga aro mataroa kia hono hapori, hono taiao eke panuku ai.

Our learning is supported by our values of

- Respect **Whakaute**
- Innovation **Auahatanga**
- Confidence **Màia**
- Excellence **Hiranga**

And we incorporate the Key Competencies in all we do.

### OUR PRINCIPLES

- Our Teachers will deliver quality teaching in all curriculum areas.
- All Teachers will have thorough planning which will cater for all abilities in their class.
- There will be an emphasis on incorporating information communication technology into all curriculum areas.
- The staff will develop and promote high expectations of behaviour and work standards
- The Principles of the Treaty of Waitangi will be recognized as an important part of the culture of Foxton Beach School
- All staff will continue to provide a warm, nurturing environment both in and out of class.

### CORE VALUES OF FOXTON BEACH SCHOOL

**Respect - Honesty, Loyalty, Valuing each other**

**Innovation - Always trying new ideas**

**Confidence - Being proud of ourselves and our achievements**

**Excellence - Doing our best in all we do**

**RICE for short**

### GOALS

- For all our children to be highly numerate and literate by the time they leave this school .
- To have all children learn in a modern learning environment, utilizing modern technology.
- To provide quality programs that cater to the varied needs of our children.
- To develop more involvement in the school from our immediate parent group.

**IMPORTANT POINTS TO REMEMBER** ·Do listen to what the children want to tell you when they arrive home.

- Do discuss books with them when they bring them home.
- Do admire their pictures and drawings and talk about them with your child.
- Do show sympathy if your children come home upset but sort things out with them so they are happy to go to school the next day.
- Do try to attend functions, your children like to see your interest.
- Do back up the school by teaching road safety rules.
- Do give lunches that the child likes and enjoys. Include water in a plastic bottle.
- Do contact us if you have any problems.

**ENJOY YOUR CHILD'S SCHOOLS DAYS WITH THEM.  
THEY GROW UP AND LEAVE HOME VERY SOON.**

## ABSENCES

Children's absences must be telephoned to the school office by 9am.

A text message will be sent if your child is not at school asking their whereabouts shortly after 9 am.

An answer phone service is available 24 hours a day on 06 363 8331

or text a message to 027 363 8331

or e-mail [office@foxtonbeach.school.nz](mailto:office@foxtonbeach.school.nz)



At Foxton Beach School we want all of our students to learn and we are also responsible for ensuring all children attend school on a regular basis. If your child's attendance falls below 85% we will let you know by way of letter so you can plan accordingly. If it falls below 75% and there is no explanation for this then it may be referred to the attendance services in Levin.

If families are planning on being away for an extended period of time parents need to discuss this with the classroom teachers so plans can be put in place.

## ACCIDENTS

If your child is involved in an accident at school we will notify you immediately and if necessary arrange for medical attention. If you change address or contact details, please make sure you let our administrator at the school office know.

## BELL TIMES

Grounds Open 8.30am

School Commences 8.55am

Interval 10.40 - 11.00am

Lunch 12.30 - 1.15pm

Final Bell 2.45pm



Children are not to be in the school grounds before 8.30am and must go home when dismissed at 2.45pm as there is no staff supervision of children outside these hours. Children are not to be in the school grounds while study centre is running. Study centre ends at 4:45pm.

## CHEWING GUM & FIZZY DRINKS

Lollies and chewing gum are not permitted at school or on school trips.

We are a water only school and this includes sports trips and camps etc.

## CELL PHONES & OTHER TECHNOLOGY

Children must hand cell phones in to the office before school.

They will be kept in a secure place and can be collected at the end of the day. If students have Chromebooks parents would have completed the Kawa of Care with the students. No other students should be handling anyone else's device as they each have one of their own. If a child interferes with someone else's device and it is damaged they will be liable for the insurance excess.



## CHROMEBOOKS

If your child is in year 4 to 8 then a lot of the work they do is shared with them electronically through Teacher Dashboard. We have a number of devices at school for students to use but they can't take these home. If parents choose to purchase a device through the Te Hinaki Trust it can be paid off over 1,2 or 3 years.

## COMMUNICATION

- We encourage parents to communicate with teachers at all times of the year.
- If you wish to help in the class, you can by negotiation with the Principal.
- If you have a concern, make an appointment with your child's teacher.
- The Principal's door is always open, if you wish to discuss any matter.
- The Deputy Principal is also happy to help with any matters.
- We have parent conferences and written reports in Term 2 and 4 for all Year 4 to 8 children.  
For children who are younger they will receive a midyear and end of year report based on when they started school during the year.
- We also have parent evenings and open days where parents can see class programmes in action.

## CURRICULUM PROGRAMMES

- Literacy - Reading, Written, Oral & Visual Language
  - Numeracy
  - Te Reo
  - Social Sciences
  - Science
  - Technology
  - Health
  - Physical Education
  - The Arts
  - Learning Languages—Yr 7 & 8
  - Digital Technologies (from 2018)

We extend the basic curriculum as and when relevant through:

- Special Needs Teaching
- Special Abilities Programmes
- Kapa Haka
- Music
- Choir
- Weekend & after school sports

## CYCLISTS

Bikes are kept in a designated area which is out of bounds unless children are collecting their bikes. Helmets must be worn and bikes are not to be ridden in the school grounds. If a child brings a bike to school without a helmet they will need to ring to have one brought to school. We will not allow children to leave the school grounds without a helmet.



## DENTAL CLINIC

The mobile dental clinic visits the school annually for two weeks. Any other urgent appointments can be made by ringing Levin Health Centre 06 366 0060 where the clinic is based.

## ENROLMENT SCHEME

From 29th January 2018 and enrolment scheme was put into place by the Board of Trustees. All children enrolling after this date must live within our home zone. For more information please contact the school.

## FRIDAY LUNCHES

Every Friday children can purchase either Fish and Chips through Mr Grumpy's or Chicken and Chips through the Four Square. The fish and chips can be ordered before school at the kitchen on the hall. If you want to order chicken and chips it must be ordered at the Four Square. During the rest of the week you can order lunches to be delivered to school at the Four Square. These are healthy options only.

## HEADLICE

Once or twice a term some of the parents in our Home and School group will check and treat for headlice. This is a really awesome service that is supplied by our parents and the nit treatment is supplied free to us through Kidscan. We do ask parents to ensure that children are brushing their hair on a regular, nightly basis as this will break the legs of any nits which kills them. The Home and School group are always looking for extra helpers as it can be a very busy time.

## HEARING & VISION TESTING

Public Health Service Technicians carry this out each year. All new entrants and Year 7 children are checked each year plus any children whose hearing or vision is causing concern.

## HOMEWORK

Work given will be relevant to the curriculum and current topics.

Homework will be set by the Teachers each week.

Homework is designed to be done at home, so it should

be relatively easy. Homework is set for each night and is normally marked on a Friday.

If the teachers do not set homework for the night then parents should be getting their children to read some material from around the home or do some basic facts work with the children.



## HOME & SCHOOL GROUP

Parents are welcome to join in with this group who meet regularly in support of the school with extra help, events and fundraising. Every parent that enrolls their children into the school is automatically a parent in the Home and School group.

The Home and School carry out some very important activities within the school such as helping with the breakfast club at morning tea times, nit checks and treatments a couple of times each term, running disco's and organising and running other fundraisers.

We encourage all parents to join in with some, or all of these activities.

## STAFF

### Principal

Mr Hamish Stuart

### Deputy Principal

Mrs Felicity Apperley

### Teachers

Miss Rebecca Lock

Miss Carly Lanham

Mr Nick Baker

Mrs Rebecca Van Der Zwan

Miss Hannah Rowland

Miss Gabrielle Gloyn

Mrs Denise Cash, Reading Recovery

### Support Staff

Mrs Sue Price, Administrator

Mrs Diane Whittaker, Teacher Aide

Ms Sarah Garner, Teacher Aide

Mrs Caroline Rainham, Teacher Aide

Mr Dan Rodda, Caretaker

### Social Worker In Schools

Mr Murray Woodcock

## **BOARD OF TRUSTEES**

Chairperson	Mr Mike Moses
Treasurer	Ms Janelle Perreau
Property/Health & Safety	Mrs Whetu LLOYD
Community Liaison, Personnel	Ms Katie Clark
Staff Representative	Miss Rebecca Lock
Minute Secretary/Finance	Mrs Sue Price
Principal	Mr Hamish Stuart

**The Board meets monthly at 5.30pm. The Board does not meet during school holidays. Parents are welcome to attend meetings.**

## **TERM DATES & HOLIDAYS 2018**

Term 1: Monday 29th January 2018 - Friday 13th April

Term 2: Monday 30th April - Friday 6th July

Term 3: Monday 23rd July - Friday 28th September

Term 4: Monday 15th October - Wednesday 12th December

## **SCHOOL WILL BE CLOSED ON THE FOLLOWING DATES IN 2018**

Waitangi Day Tuesday 6th February

Queen's Birthday Monday 4th June

Labour Day Monday 22nd October

## **KAPA HAKA**

The school has an active Kapa Haka group that perform at various school functions. Kapa Haka is currently being taught on a regular basis. All the children in our junior rooms take part in kapa and then they have the choice to take it further with our senior kapa haka group from Yr 4 to 8



## **LIBRARY**

Children are encouraged to use the Library for leisure reading and research, as well as in timetabled class times. If children bring books home please ensure they are returned.

Parents are welcome to help their children select books for home reading.

## **NEW ENTRANTS**

From 2018 we will be implementing cohort entry. What we are trying to do is to ensure that when children start school they are school ready and not just age ready (they have turned 5). There will be more discussions between the school, the pre-school and the parents to decide when it is the best time for the children to start. We will also be having one intake each term, this will be on the first day of the term.

- Knows own name and address well enough to repeat it when necessary
- Knows how to print own name (not in capitals)
- Knows the safest way to and from school
- Puts away toys and materials after using them

- Knows how to put on and take off shoes, coat and jersey
- Knows how to go to and flush the toilet and wash hands afterwards
- Can blow their own nose when needed?
- Uses scissors
- Listens to and enjoys stories
- Is used to drinking water and eating healthy options at break time.
  - Can carry their own school bag and it is big enough for all of their items.
  - A bonus would be your child knowing the following.....
  - Knows their alphabet letter names and some sounds.
  - Can count, write and order numbers to 10.

### WHEN CAN MY PRESCHOOLER START SCHOOL

From the beginning of Term 2, 2018, Foxton Beach School will be bringing in cohort entry of all new entrants starting school. This means that all new entrants looking at starting will begin on the first day of the term or mid term date after their birthday or at a time the parents feel that they are school ready.

The reasons why we are implementing cohort entry are:

- 1) All the children have visits together and start at the same time. It removes some of the barriers for children starting by themselves.
- 2) Each term we will be carrying out a welcome to officially welcome all new students and their whanau.
- 3) It will help us better manage the number of new entrants starting and the flow on effect this has with other classes.

Pre-enrolment forms can be picked up from the office. Once pre-enrolled the new entrant teacher will then contact the parent to organise visits a month or so before they are due to start school. In some situations there may be a discussion with the pre-school, new entrant teacher and the family about the possibility of the children having more time at the ECE. Children do not have to start at 5, we are looking for children to start when they are school ready.

Children under 6 years can remain at ECE's. This is a decision that ECE's and parents can make together, however as soon as they turn six, the child is able to start school on their birthday anytime during the term.

	Start date	Cohort Start Date (based on birth date)
Term 1 2019 Mid term 1 2019	28th Jan 2019 20th March	Turns 5 before 28th Jan 2019, starts on 28th Jan 2019 Turns 5 between 29th Jan and 20th March, starts 20th March
Term 2 2019 Mid Term 2 2019	29th April 10th June	Turns 5 between 21st March and 29th April, starts 29th April Turns 5 between 30 April and 10th June, starts 10th June
Term 3 2019 Mid Term 3 2019	22nd July 2nd Sept	Turns 5 between 11th June and 22nd July, starts 22nd July Turns 5 between 23rd July and 2nd Sept, starts 2nd Sept
Term 4 2019	14th Oct	Turns 5 between 3rd Sept and 14th Oct, starts 14th Oct Turns 5 after 15th Oct starts 2020

## **NEWSLETTERS**

These are sent home with the children on Wednesday's each fortnight. Additional copies are also available on our website [www.foxttonbeach.school.nz](http://www.foxttonbeach.school.nz)

They will keep you fully informed about what is happening at the school and also give information from the Board of Trustees. Once a term a community newsletter is delivered to all Foxtton Beach households. Please make sure that these are read so you are keeping up with all the happenings at school.

## **OUTDOOR EDUCATION**

Outdoor Education plays an important part in the senior school. As a rule the senior classes have a major trip every two years (even years). These trips have to be self supporting so there will be a charge for each child attending.

## **PARENT TRANSPORT**

From time to time throughout the year parents are asked to provide transport to and from sporting activities, class trips, etc. If you can assist with this please leave your name at the office. All cars must be registered and have a current WOF. Drivers must have a full licence.

## **PUBLIC HEALTH NURSE**

The Public Health Nurse visits the school on a regular basis. If parents are concerned about their child's health, a message can be left with the Principal who will arrange for the nurse to look at the child when she visits the school.

After assessing the New Entrant Health Form filled in by parents, only the five year old children who require a medical check will be looked at by the Public Health Nurse. Parents have the opportunity to be present for this assessment.

## **SCHOLASTIC BOOK CLUB**

About twice a term the children are able to order reasonably priced books for their own collection through the Scholastic Book Club Scheme.

Pamphlets are issued regularly to each child. Money and orders to the school office please.



## **SCHOOL FEES**

School fees are \$40 per child or \$60 per family.

Fees help subsidise school trips, extra sports equipment, visiting performers, art and extra curricular activities. This is still to be confirmed as the new government is yet to announce what is happening with funding for schools that don't charge school fees.

## **SCHOOL GROUNDS**

The school grounds are available for use by children and families out of school hours. All school rules apply when the grounds are being used out of school hours. Staff and Board of Trustees' Members have the right to ask people to leave the grounds at any time. Grounds are out of bounds after 7.30pm or when dark.

If people cause intentional damage to our property they will be trespassed from the school grounds. All we ask is the people respect our school grounds and property.

## **SCHOOL PHOTOS**

An independent photographer comes once a year to take class photos. Parents have the option of allowing their children to be photographed. Purchase of photographs is voluntary.



## SCHOOL UNIFORM

We have a school uniform - jade T-shirts, navy shorts, skorts (shorts/skirt combo), trousers and polar fleece vests and jackets. Long sleeved navy or black thermal tops may be worn under T-shirts in winter. As part of our uniform in term 2 and 3 children are allowed to wear Canterbury Stadium Track Pants (Blue only) The uniform is compulsory.

NO jewellery is to be worn to school other than studded earrings (one in each earlobe). Platform soled shoes are discouraged because of the safety factor. Makeup including nail polish is not to be worn at school. Hair colour is to be natural and the hairstyle must be appropriate for school.

It is compulsory for children to wear sun hats in Term 1 and Term 4.

When you enrol your child into Foxtan Beach School you are accepting and supporting our uniform policy. If your child is wearing non uniform items they may be asked to ring parents and have uniform items brought to school.

## SPORTS

Children are encouraged to participate in sports both at school and with inter-school competitions.

We offer

Swimming Terms 1 & 4

Hockey Term 2, 3 & 4

Soccer Term 2

Rippa Rugby Term 3

Netball Term 4

Interschool Cross Country Team

Basketball Term 2 & 3

Athletics Term 4

Cross Country Term 3

Our teachers organise a lot of the sport but we are always looking for parents to help coach, manage or transport children to their games. Please keep an eye out for notices regarding the organisation of sports. We try and organise the teams a term ahead of when they are playing so the children have time to practice together.

We ask all children and parents to respect the calls that the referees and the coaches make. Both the refs and coaches give up their own time to make sure these sports happen.

## STATIONERY

All school stationery requirements may be purchased at the school office between 8.30-8.55 am. At the start of the year the children will be supplied with a start up pack by Home and School. In this start up pack will be all the stationery that the children need to get their year underway. Any other items that need to be purchased during the year is at the parent's expense. If you have a child who is using a Chromebook we would like you to purchase a set of headphones for the children to use in class.

## SUNSMART

With today's awareness of melanoma, it is the school's policy for school hats, which are wide brimmed style, to be worn for protection during intervals, lunchtimes and all sports activities during Terms 1 and 4. Hats are provided by the school for the children to wear.

Children are encouraged to be responsible for sunsmart protection by using their own personal supply of 30+ sunscreen and applying it before they arrive at school. The school, will make sunscreen available in all classrooms during Terms 1 and 4 each year.



## **SWIMMING POOL**

During the swimming season all children take part in swimming instruction unless excused by a note. Named clothing is essential and independence in dressing is appreciated. The pool is filtered and maintained in top condition throughout the summer. **PLEASE REMEMBER** that when the weather is cold, the teacher decides if there is swimming or not, so swimming gear must be sent along **EVERY DAY**.

For afterschool and weekend swimming, keys are available to parents/guardians. **NO** children are permitted in the pool area without a parent/guardian and that adult has full responsibility for those children in the pool area.

**NO** other children are permitted in that area without their parent/guardian.

The key also opens the outside door to the junior boys toilet door by the concrete ramp.



## **TECHNOLOGY**

As part of the Technology Programme, Year 7 & 8 children will travel by bus to the Foxton Technology Centre, Manawatu College. An annual technology fee of \$87.00 is charged to cover materials. Fees are reviewed annually.

## **VISITING THE SCHOOL**

Parents/guardians are encouraged to visit the school and to discuss their child's progress with the class teacher. To ensure uninterrupted discussion it is advisable to contact the teacher and organise a suitable time. When visiting the school during class time please first go to the office before going to the classroom. On arrival at the classroom please knock to make your presence known to the class teacher and inquire as to whether your visit is convenient.