

# PROSPECTUS 2009



Ngunguru School  
Te Maika Road  
RD 3  
Whangarei

## **SCHOOL DESCRIPTION**

Ngunguru is located 24 kms north east of Whangarei, situated along the scenic Tutukaka coast. Ngunguru is a growing coastal community approximately 20 minutes drive from the outskirts of Whangarei, which is 2 hours north of Auckland.

The Tutukaka coast is a popular holiday destination with an ever-increasing number of permanent residents resulting in flourishing coastal development.

Ngunguru School serves the larger population base of the Tutukaka coast. The school is a full state primary catering for students years 0-8. Ngunguru School is a decile 7. The school has a current role of approximately 180 students.

The school is serviced by buses provided by the Ministry of Education that enables the children within the district to attend.

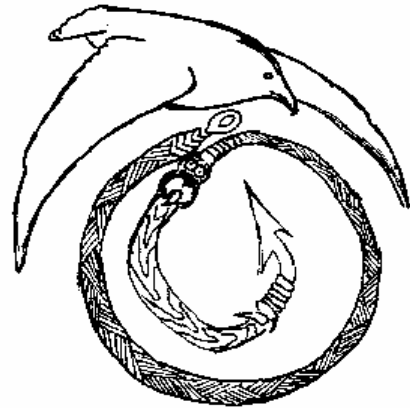
The school is situated at the mouth of the Ngunguru estuary surrounded by native bush. This unique rural / coastal location supports a wonderful learning environment for our children. This plays an important role within the school and is integrated at every opportunity into the school curriculum. The schools pool (the Pacific Ocean) is accessed regularly for our aquatics programme which is a feature of the school.

Business and services available in the local area include grocery / general store, medical centre, hardware, restaurants, sports complex, golf course and many more. Quality accommodation is available on the coast.

The Board of Trustees and school are well supported by an active Parent Teachers Association and a newly formed Whanau Support Group. The PTA provides personnel and resources for fundraising activities and curriculum support. The school has a happy, stable and motivated staff. Professional development is promoted and readily available. Staff are fully involved in future planning as well as day-to-day management of curriculum areas. We celebrate the unity of the school and the diversity of our community.

## **THE SCHOOL LOGO**

The school logo depicts the 'Tukuaia' (Sea Eagle) guardian of the Nagati wai Iwi which embraces and protects the 'Hook', a symbol of our life long passion, motivation and desire for learning. These beliefs are embedded in our motto 'Hooked on Learning'. Ngunguru School enjoys a rich cultural and traditional history and the school actively celebrates its heritage.



## **Ngunguru School Board of Trustees**

Boards of Trustees have been given the power, by the Education Act 1989, to manage the school.

The Board consists of five parent representatives, who are elected by parents of pupils for a three year term, the Principal of the School, and a staff representative, who is elected by fellow staff members. The Board of Trustees meet every six weeks in the school staffroom. Public are welcome to attend these meetings.

If you have any queries or problems, please feel free to contact the Principal or any other Board of Trustees member. A copy of the Ngunguru School Charter is available at the Office on request.

## **Board of Trustees Members (Current)**

Norman Pratt	(Chairperson)
Marcelle Comins	(Staff Representative)
Sally Hume	
Daryl Heswall	
Peter Jackson	
Mark Smith	
Rick Sayer	(Principal)

## **Staff Directory 2010**

<b>Principal</b>	Mr Rick Sayer
<b>Associate Principal</b>	Mrs Jakki Tuhaka (Junior)
<b>Associate Principal</b>	Ms Marcelle Comins(Senior)
<b>Gifted &amp; Talented</b>	Mrs Vicky Taylor
<b>Administration Officer</b>	Lenise Ludlow/ Shirley Bowers
<b>Teacher Aides</b>	Phyllis Gibbs/ Renae Humphries
<b>Librarian</b>	Miriam Post
<b>Caretaker</b>	Peter Tuhaka

## **Emergency Contacts**

<b>Principal</b>	Rick Sayer	Ph 0276867017
<b>BOT</b>	Jan Hewitt	Ph 434 3348
<b>Caretaker</b>	Peter Tuhaka	Ph 434 44419

<b>Class</b>	<b>Name</b>	<b>Year</b>
<b>Room 1</b>	<b>Mrs Carolyn Thompson</b>	<b>Year 1</b>
<b>Room 2</b>	<b>Miss Karen Johnson</b>	<b>Year 1-2</b>
<b>Room 3</b>	<b>Mrs Jakki Tuhaka</b>	<b>Year 3</b>
<b>Room 4</b>	<b>Miss Heather McWilliam</b>	<b>Year 4</b>
<b>Room 5</b>	<b>Mr Quinton Rahui</b>	<b>Year 5</b>
<b>Room 6</b>	<b>Ms Kelly Brookland</b>	<b>Year 6</b>
<b>Room 7</b>	<b>Ms Loren Hope</b>	<b>Year 7– 8</b>
<b>Room 8</b>	<b>Ms Marcell Comins</b>	<b>Year 7 - 8</b>

## **PUPILS WELFARE**

**School commences:..... 8.30 a.m.**

**Morning break: ..... 10.30 a.m.**

**Lunch: ..... 12.30 a.m.**

**School finishes: ..... 2.30 p.m.**

### **Getting to school**

Children are encouraged to walk to and from school by the shortest route, using appropriate walkways and footpaths, and to walk with a friend or in a small group. No child will be detained in school after 2.40pm unless prior notification has been given to parents.

### **Notification of Pupil Absences**

Parents are requested to notify the school office of their child's absence before 8.30am each morning. Written notes are required if no other notification of absence has been made.

### **Telephone Contact Numbers**

Parents must keep the school informed of telephone number changes for both work and home

### **Cycling**

Children aged 9 years and over may ride a bicycle to school provided that:

The cycle is maintained in a road-worthy condition.

The child knows and uses the road code.

The child wears a protective helmet.

### **Parking**

Parking is always a safety issue at school. The school bus parking area must only be used for dropping of or picking up children. Cars are not to park there for any reason. Please observe the "No Parking" areas.

### **Buses**

Buses service the school district. Please ask at the school office for details re runs and specific times.

### **Collecting Children From School During School Hours**

Parents who require children to leave school during school hours must arrange to have them picked up from the office area or the child's own home group area.

### **Telephone Contact Numbers**

Parents must keep the school informed of telephone number changes for both work and

home.

**First Aid**

Basic facilities are provided at the sick bay adjoining the school office. Ngunguru school staff are trained regularly in the use of first aid

**Public Health Nurse**

The Public Health Nurse visits the school each week.

**Medication**

If your child requires medication at school please notify the school office and your child's teacher. Medical and immunizations record are held securely in the school office. Medication is held in the staff room for use by your child. Your child may be referred to the Public Health Nurse by parents or teachers if a health problem appears to exist. To contact the Public Health Nurse office: Ph 437 1061

**Dental Clinic**

The Dental Clinic is opposite Rooms 5 and is open at certain times of the Year. These dates will be advertised in the school newsletter. Parents are welcome to contact the dental therapist with any queries. Phone No. 430 4101 ext 7915

**Hearing and Vision Testing**

Hearing and vision screenings are done annually. Children may be enrolled at the clinic at age two and be treated until the five year old level. Thereafter children who failed the initial test or who are referred by parents or teachers, receive further screenings up to Form 2. Parents are welcome to contact the therapists with any queries. Telephone No. 430 4100

**Special Education Services**

Children with special learning needs e.g. learning, behavioral, may be referred to Special Education Services by parents or teachers.

## **The Curriculum**

The school follows the National Curriculum objectives as set out by the Ministry of Education, which state the learning outcomes to be achieved by all students across the essential learning areas. The essential learning areas are Language, Mathematics, Science and the Environment, Technology, Social Sciences, the Arts, Physical and Personal Development.

In addition, extension and enrichment classes have been established to assist children who need further opportunities.

## **Local Curriculum Initiatives**

Our local curriculum contains programme initiatives developed by the school. It aims to promote further education opportunities for our pupils and is sustained through our own funding.

Language classes in Maori, French and Spanish are available for Year 5 –8 pupils. Information and Communication (ICT) studies are available throughout the school. This is a feature of our school and we currently enjoy a ‘Site-School’ status with Renaissance Industries.

Education outside the classroom features strongly in all our learning programmes and is enhanced by school camps for Year 4-6 pupils held in March each year. In addition to camps our Year 7 & 8 pupils build on these experiences, participating in variety of Geographical and Urban outdoor activities. An integral part of our unique aquatic environment is our 'Waterwise' programme in Term 1 and 4 annually. This is strongly supported by a local aquatic tourism business ‘Dive! Tutukaka’.

Year 4, 5, 6, 7 & 8 pupils are encouraged to sit the annual Australian Mathematics, English and Science Examinations.

Other opportunities for children include:

- Participation in the biennial Arts Focus.

- Opportunity to be involved in a biennial school musical production.

- Participation in additional music activities, choir and playing a musical instrument.

- Taking part in the Languages programme, (Year 5 to 8 children).

- Annual Speech & Drama Contests

- Waka Ama club.

- Annual Dance Festival

- Inter-school sport

- Maori protocol programme incorporating our relationship with Paratene Te Manu Marae.

- Year 3 – 8 girls Saturday netball

- All age group soccer

- After school Golf and Tennis

## **Your Child's Progress**

Our reporting systems are inline with the Ministry of Educations guidelines. We report two times during the year, specifically measuring pupil progress against achievement, expectations in literacy and numeracy. All learning areas are reported on during this reporting cycle.

Parent/Teacher orientations are held in Feb/March.

Parent interviews are held again in July/Aug after the Mid year Report is issued. In November a final full written report is issued and the statement includes an achievement level as well as an effort rating. Concerns about the progress of your child may be addressed anytime.

Please telephone for an appointment.

## **How parents and the School can Communicate**

There is a fortnightly school newsletter. This comes out each Friday.

Additional newsletters and/or information bulletins are forwarded to cover special events e.g. social occasions, sports, parent consultation.

Term newsletters from the child's teacher will include information related to area events, homework, help required etc.

Newsletters are also sent out by the Parent Teacher Association and the Board of Trustees. Information is also available from the 'Focus' magazine, our local coastal publication.

## **Talking to the Principal or Teacher**

The office staff and Principal are always prepared to assist you with your enquiries and concerns. We have a genuine 'open door' policy. We would far rather deal with a concern before it becomes a **problem**.

It is usually necessary to make an appointment if you wish to speak to the principal or a teacher about matters related to the well being of your child.

Teaching staff are not available to answer the telephone during school times. Please leave a message. They will return your call. Class newsletters will come out at the start of each term outlining your child's programme and major learning focus for that term.

Parent helpers are encouraged to be involved in the class by arrangement with the teacher. This might include helping with the writing programme, school trips, sporting and craft activities.



## **General Information**

### **Enrolment**

When enrolling your child you will be required to bring their birth certificate or passport and vaccination information. The enrolment packages takes about 5 minutes to complete and is available in the school office. (Please ask for the new entrant enrolment pack).

### **School Grounds**

Children and parents are most welcome to use the school grounds outside school hours, but please observe the restrictions:

**NO** skateboards, golf, dogs.

The School is a Non Smoking Environment

### **Hireage of Grounds**

The school grounds may be hired by approved persons.

Organisations or individuals wishing to use or hire the school grounds must apply to the Principal in writing.

### **Telecom School Connections Programme**

This is sponsorship programme where our school is donated funds gained from a percentage of your toll account with Telecom. To nominate our school contact Telecom on their web site or complete the forms available in the school office.

### **School Strategic Plan and Policies**

The schools 3 year Strategic plan and all supporting policies are available at the school office. The relevant aspects of these will be communicated regularly through the school newsletter.

## **Uniform**

There is currently no formal uniform at Ngunguru School though a hat to support our 'Sunsmart policy' is essential for Terms 1&4

## **Children's Clothing and other Personal Items**

We recommend all items of children's clothing be named. Lost property is held in storage and parents may inspect and claim articles anytime during the school day. Please check with the school office first. Treasured and valuable items are not to be brought to school except by prior arrangement.

## **Parent Helpers**

Parents who wish to participate in the school programme are most welcome. Parent assistance can include helping with children's learning, library assistance, helping with the sausage sizzle, sport, school trips, activity programmes etc.

## **Home Learning**

Home learning is an integral part of the successful learning partnership between the home, the student and the school. Comprehensive guidelines are available from your class teacher or from the office.

## **Money**

Operational levy and General School Donation

A voluntary parent contribution is requested each year by the Board of Trustees. This is \$85 for the year or \$170 per family. Please secure money in an envelope and return to the office. Notices are distributed in the first week of the school year. Invoices will follow. Advance permission will be sought for all activities that require a parent charge.

## **Stationery**

Parents are responsible for providing stationery for their children

A stationery list is forwarded to each family prior to the new school year. The school will keep stationery packs for New Entrants only.

If your child requires further items you will receive a note from the teacher. For further information contact the school office.

## **PTA ...Essential Information**

The Parent Teacher Association meets on the fourth Monday of each month at 3.00pm in the School Library. These meeting are advertised in the School newsletter. Membership is open to any parent or guardian of children attending Ngunguru School and includes staff representatives.

The Association's main functions are:

Fundraising activities (eg: school gala/ Art Auction)

Organising social activities for parents and staff

Organising working bees and special projects.

Provide a forum for communication between the school and the parents.

Some ways that you can help are:

Class Representative

Library Help.

Monthly sausage sizzle (eg cooking, serving).

Attend working bees and organized functions.

We welcome any input that you may offer. If you have any great fundraising ideas or suggested projects, please let us know.

If you would like to be involved in this active, friendly and effective group please contact a member of this Association or come to our next meeting. You will be most welcome.

**THIS ASSOCIATION RELIES ON YOUR SUPPORT AND PARTICIPATION.**

## Bus timetable

*All arrival and departure times are approximate*

<b><u>AM run</u></b>	<b><u>Leaves</u></b>	<b><u>Arrives</u></b>
<i>HIGH SCHOOL RUN</i>		
Sandy Bay	7.30	
Matapouri Store	7.35	
School		7.55
Wellingtons Bay	7.35	
School		7.45
Steam Boat Landing	7.55	
Tongatu Road	8.05	
Munro Place	8.10	
School		8.15
<i>HIGH SCHOOL RUN</i>		
Waitoi Road	7.45	7.55

<b><u>PM Run</u></b>	<b><u>Leaves</u></b>	<b><u>Arrives</u></b>
School	2.30	
Tongatu Raod		2.40
Steam Boat Landing		2.50
School	2.30	
Waitoi Road		2.35
Wellingtons Bay		2.40
Tutukaka		2.45
Matapouri Bay		3.00
Sandy Bay		3.10

## **At A Glance**

### **New Entrant Information**

More detailed information for parents is provided through our 'Ready for School?' brochure which is available from the school office

### **Things we require from you when you enroll your child:**

We need to site your child's birth certificate and any other relevant information regarding health and welfare. E.g. asthma plan, custody papers.

We also need contact phone numbers in case of an emergency and your family doctor's details.

### **Things to consider:**

#### **A bag that is big enough to carry:**

Reading folder

Lunch box

Drink bottle

Swimming togs and towel

A pair of shoes

Sweatshirt

Library book

Home Learning

If your child will be using the bus on a daily basis.

Permission to perform regular nit checks.

### **Things you need to know:**

Buses- children may need to know which bus to catch, where and when.

Lunch orders – Friday \$1.50 sausage and \$1 fruit drink.

School Assembly – each alternate Friday starting Week 1 of each term 8.30am start and parents are welcome to attend upstairs in the gallery.

Your child will come home with some Home Learning to do each day of the week.

### **Stationery:**

New Entrant stationery packs are available from the office at approximately \$20.00. This is subject to change.

Contact the school office on **09 4343 805**

E-Mail [office@ngunguru.school.nz](mailto:office@ngunguru.school.nz) or [www.ngunguru.school.nz](http://www.ngunguru.school.nz)