



Principals Welcome...

Kia ora and Welcome to Waitoki School!

Waitoki School prides itself on recognising our students as individuals who bring experiences and talents to our learning community. A school wide virtues programme is in place that encourages and fosters good social skills including honesty, politeness and respect for others and the environment.

We are proud of and cherish our rural character, idyllic location and the family based atmosphere that encapsulates everything that we do here. From a solid foundation of literacy and numeracy acquisitions develops a broad, holistic 21st Century education, that fosters critical thinking, inquiry learning and creativity. We hold a strong set of values that underpins school life and our dealings with each other and our environment.

I invite you to read through the information here to assist with enrolment and for future reference for the child's time here at Waitoki school.

Kind Regards

A handwritten signature in blue ink, appearing to read "Chris Neison".

*Chris Neison
Principal*



Key School Values...

Grit (determination,perseverance)

Ownership (responsibility,excellence)

Acceptance(respect/Manaaki,empathy)

Tolerance (understanding,cooperation)



Our rural values encompass everything we strive to achieve. Through these values of grit, ownership, acceptance and tolerance, our aim is to fully develop the whole child so they are prepared for the 21st century.

Our Vision

We are a proud country school who integrates adaptive learning, community engagement and strong core values, within a nurturing and inclusive environment, to raise creative passionate and committed children who reach their potential in every way....

Waitoki school believes our inclination to revere natural talent is misguided: in terms of achievement, the effort we put in and our reaction to set backs count for far more. GRIT is something that can be learnt and offers a new formula for individual and collective success.

School Description...

Waitoki School is a small rural full primary catering for students from Year 0 (New entrant) to Year 8. Our school roll is around 164 students. Our classes are of mixed year levels eg. Year 3 and 4, Year 5 and 6, providing considerable flexibility for students to be grouped for learning according to their individual abilities.

Ten enthusiastic teaching staff (plus the principal) and super support staff provide a broad learning programme, including all aspects of the core curriculum (Reference: New Zealand Curriculum).

The school has a comprehensive range of learning resources, including access to various information and communication technologies, a 20 x 8 metre swimming pool, library/information centre, large hall/variable space, adventure playground, art centre and sensory garden.

The school's philosophy is that children learn best in an environment in which they feel secure, valued and respected. Staff strive to develop student's responsibility and nurture strategies for lifelong learning (for both now and in the future).

Waitoki School is an active member of the Kahui ako o Kaipara which is a community to raise awareness of all students in the Kaipara district.



Waitoki School ... Continuously improving

We aim to provide

- A focus on students and their learning
- A developing partnership between Students, Parents, Staff, BoT, Friends, Community
- A safe social, intellectual and physical environment
- Quality facilities and resources
- An emphasis on enjoying a 'variety' of learning experiences
- A focus on numeracy and literacy
- A developing future orientated, 21st Century Curriculum
- A 'spot' of fun here and there ☺
- Committed, skilled and supported staff
- Detailed and efficient planning and management.

We believe...

- ✓ ...in learning to learn
- ✓ ...that powerful learning comes through engagement
- ✓ ...that both the process and the product of learning are important
- ✓ ...our education comes from a wide range of experiences
- ✓ ...in encouraging and celebrating each other's successes and achievements
- ✓ ...in nurturing risk taking, initiative and creativity
- ✓ ...in nurturing inclusiveness and diversity
- ✓ ...in committing to ongoing, life-long learning

'Graduate Profile' ... We aspire for Waitoki students to leave with...

- ✓ A love of learning
- ✓ An excellent academic grounding
- ✓ Digital literacy skills
- ✓ The disposition to want to succeed and achieve (aspire and strive)
- ... 'to be the best we can be'
- ✓ Embraced virtues, including respect for self and others
- ✓ Effective communication and collaboration skills
- ✓ The skills to be flexible, creative thinkers, risk takers and problem posers and solvers
- ✓ The spirit of inquiry
- ✓ Independence, self-reliance/confidence and responsibility

Implementing the New Zealand Curriculum

THE LEARNING AREAS

English (reading, writing, oral and visual language), The Arts (Dance, Drama, Music, Visual Art), Health and Physical Education, Learning Languages/Maori, Mathematics and Statistics, Science, Social Sciences (Social Studies), and Technology – are all implemented at Waitoki School.

Waitoki School recognises that success in **English** is fundamental to success across the curriculum. We aim to develop in students the skills, knowledge and attitudes which will enable them to cope confidently with the literacy of everyday life. This is achieved by planning and implementing a meaningful teaching and learning programme that focuses on the skills of Listening, Reading, Viewing, Speaking, Writing, and Presenting.

Mathematics learning at Waitoki School is structured around three strands: Number and Algebra, Geometry and Measurement, and Statistics. Our students learn to develop the ability to think creatively, critically, strategically and logically. Wherever possible we integrate mathematics skills into other learning areas in ways that will help them make sense of the world around them.

INTERGRATING PLAY-BASED LEARNING

Message from the principal...

"I must admit I am slightly disinclined to use this title, as I think it belittles the theory and basis for this style of learning – it also reeks of a 'package basis learning approach' which are becoming popular – and in some cases implemented very badly within schools.

Here at Waitoki we are slowly and gradually implementing play-based approaches to learning, in manageable chunks. Monitoring its effect and mitigating any drawbacks.

Which is why I'd like to change its name – we are making changes, creating something that works for Waitoki.

The majority of the work so far has been in the junior school, with the majority of our observations being around young boys transitioning into primary school. Too frequently we have forced young boys into academic style learning well before their brains (frontal lobe) have been developed. So instead of actually teaching the subject area – we are teaching boys to become despondent, learning failure, and in the end creating an absolute reluctance to engage in future learning".

THE CREATIVE CURRICULUM

Creative side of the curriculum / Mixed Year Groups.

Multiple pieces of research have determined that it is extremely hard to teach Creativity, but extremely easy to kill it.

Ken Robinson – "if we want our students to be Innovative, we must understand that before innovation comes creativity".

Question – Why are some of the higher achieving Academic countries (as per PISA results) sending researchers to the USA (A lower performing Academic Country – as per PISA results) to investigate the correlation between High G.D.P and Innovative thinking within young people.

Once a week here at Waitoki we run the Creative Curriculum, where Teachers bring to life parts of the New Zealand Curriculum, which can often get swamped, overtaken or nudged out the way by the more formal subjects.

Teachers take one curriculum area (which reflects where their abilities lie) – plan for multiple year levels.

Students rotate through different Teachers and different curriculum areas. Covering subject areas from the Arts (Music, Singing, Various Art Mediums) - Exploration Science - Physical Education -through to complex problem games and Coding.

Rationale:

Here at Waitoki we believe everyone can, and everyone needs/deserves the right to succeed within the School environment.

There are multiple beneficial reasons for having mixed year group learning occasions;

- learning disposition qualities (like perseverance)
- Developing a Whanau/Family Culture.
- Peer to peer learning.

Benefits as far as timetabling is concerned;

- Allows teachers to set a learning environment, which may be resource dependent (art materials, science equipment, sports gear) – and keep it running for the whole morning, not having to pack it away after an hour lesson.

THE KEY COMPETENCIES - Capabilities for Living and Lifelong Learning

The New Zealand Curriculum identifies five key competencies:

Thinking; Using Language, Symbols, and Texts; Managing Self; Relating to Others; Participating and Contributing. Their development is encouraged and monitored at all levels of our school.

ATTITUDES AND VALUES

Through their learning experiences, students will learn about:

- their own values and those of others;
- different kinds of values, such as moral, social, cultural, aesthetic and economic values;
- the values on which New Zealand's cultural and institutional traditions are based;
- the values of other groups and cultures.
- Through their learning experiences, students will develop their ability to:
- express their own values;
- explore, with empathy, the values of others;
- critically analyse values and actions based on them;
- discuss disagreements that arise from differences in values and negotiate solutions;
- make ethical decisions and act on them.

Learning programmes support students to meet their learning potential. Where they find difficulty we have put in place systems to support their learning.

Reports – Learning Progress and Achievement

The gathering of information to report individual student's progress and achievement is an ongoing process. This occurs through observation and assessment.

Learning and achievement discussions occur twice annually. These provide further opportunity to discuss students' progress and current learning goals.

Two written reports are issued through each year. Mid-year and at the end of year (Year 1-8) If you wish to discuss aspects of your child's learning at any time, please make contact with their classroom teacher.

Staff

Principal	Mr Chris Neison
Deputy Principal Snr School	Miss Chelsea Brown
Deputy Principal Jnr School	Mrs Lynda Peebles
Teachers	
Year 1	Mrs Sharon Hartley
Year 1/2	Mrs Lynda Peebles & Mrs Serena Bateman
Year 2	Mrs Michelle Dicks
Year 2/3	Mrs Charmaine Wiesner
Year 3	Mrs Laura Weston
Year 3/4	Mrs Deb White
Year 4	Mr Ben Ward
Year 5	Mr James Thomlinson
Year 5/6	Mrs Becky Minton
Year 7/8	Miss Chelsea Brown (Snr School Deputy)
All Years	Mrs Trudi Green (works across the school)
Sports	Mr Dave Peebles (PE specialist)
Teacher Aides	Mrs Linda Westbrooke
SENCO	Mrs Lynda Peebles
Administration/Office	Mrs Kerry Cottrill and Mrs Claire Nolan

Board of Trustees

Chairperson	Mrs Jane Jackson	021 025 35575
Principal	Mr Chris Neison	09 420 5244
BOT Members	Mr James Turner	
	Mr Grant Difford	
	Mr Luke Weston	
	Mr Stephen Sylvester	
	Mrs Lynda Peebles (Staff Rep)	

Contact Details

Address	1119 Kahikatea Flat Rd, RD1 Kaukapakapa Via Helensville 0871
Telephone	09 420 5244
Email address	admin@waitoki.school.nz
Website	www.waitoki.school.nz



Should you have any 'queries', 'concerns' or 'pats on the back' please do not hesitate to make contact with the Staff at Waitoki School.

TERM DATES

Term 1 Wednesday 3rd February 2021 – Friday 16th April 2021

Term 2 Monday 3rd May 2021 – Friday 9th July 2021

Term 3 Monday 26th July 2021 – Friday 1st October 2021

Term 4 Monday 18th October 2021 – Wednesday 15th December 2021

School hours

8.30 a.m.	Classes start
9.30 a.m.	Brain food (healthy snack during lesson time)
10.05 a.m.	Morning break (20 minutes)
12.05 p.m.	Lunch
12.55 p.m.	Afternoon learning programmes begin
2.20 p.m.	Classes end

Attendance

The value of regular attendance cannot be overstressed. All students are expected to be conscientious about punctuality and attendance. We expect all students to arrive on time to begin the school learning day at 8:30am. We encourage students to be at school at least 15 minutes prior to the start of our learning day. This gives students time to settle in and organise.

In the event of absence from school (this includes lateness), parents/caregivers are asked to inform the school on the day of the absence via our school app or telephone with reason of absence. Should students be late to school they must come to the office for a late slip.

Thank you.

After School

Please notify the school at the start of the year as to how your child is to return home from school i.e. walk, bus or collected by parent or caregiver and provide relevant phone and mobile phone numbers.

If your after-school plan changes (e.g. due to children's sports commitments) or you wish your child to alter their usual means of returning home, please send a note or contact the school office before 2.00pm (preferably before school or during lunchtime). This ensures we are aware that the change in routine has your approval and is not something merely arranged between children during the day.

A teacher will be on duty at the gates at the end of the school day until 2.30pm. Students remaining after school need to occupy themselves inside school grounds on the deck by the New Entrants room from 2.30pm onwards. They should be picked up by 2.40pm at the latest or promptly at the end of scheduled sports/event practices.

An After School Care programme is offered in our school hall by sKids (Safe Kids In Daily Supervision) from 2.30 – 6pm Mon-Fri. Please contact Daniel Torres on 027 846 1725 or email waitoki@skids.co.nz for more information.

After Hours Use of Grounds

People are welcome to use the school grounds outside of school hours in a considerate and sensible manner. Please note that the staff or Board take no responsibility for injury or harm when using school facilities. Trustees do not undertake to supervise or be responsible for such activities which are at parents or children's own risk.

Security

There are security cameras present in the school grounds and carpark, and are functioning 24 hours per day, 7 days a week. The security cameras are there for the prevention of vandalism and misuse of the pool.

Complaints or Concerns

A formal procedure is available for making a complaint about anything involving the school. This can be obtained from the school office. However, most issues are simply resolved by discussing the problem directly with the relevant parties.

Costs and Contributions

The requested financial contribution is currently set as follows:

One child	\$220 per year
Two children	\$350 per year
Three children +	\$420 per year

This contribution goes towards costs which are outside the daily operational expenses incurred by the school and benefits your child/children directly by helping to extend and enhance learning programmes and resources.

The school acknowledges that financial contributions are not compulsory. We rely on the goodwill of parents/caregivers to make the donation and fully appreciate every cent we get.

Financial contributions are classified as a donation and therefore are tax deductible. Contributions (part or full payments) can be made by eftpos or direct credit and will be receipted through the school office.

School Stationery – Stationery can be purchased through OfficeMax MySchool online (more information supplied in the enrolment pack) or you can request a copy of what's required at the school office and purchase elsewhere.

Activity Donation – As with any trip or event, your classroom teacher will always notify you of the cost – it will then be included on that term's invoice. In cases of donations, they feature on your invoice as a 'donation' – in many cases they are aspects of your child's learning, which are delivered by external providers who have resources that we do not. Please contact the office to discuss payment options.

If you have any difficulty in making any payments or have any questions about school donations, please contact the Principal in confidence.

School T-Shirts/Caps/Tracksuits – These are available by order. Each student must have a school t-shirt to wear when involved in representing the school on sports or other group/event outings (such as class trips) to make them readily identifiable.

Dental Clinic

Our school is catered for by a Mobile Clinic which visits Kaukapakapa. Our local Dental nurses arrange annual check-up appointments for your children's teeth and arrange follow-up appointments as required. If your child needs attention between visits, please contact the school office for the mobile service phone number.

Hats – Sun Safety

To promote being safe in the sun, students are required to wear a hat outside at all times in Terms 1 and 4, otherwise they must stay in shaded areas. Thank you.

Sun block is available in the first aid room if you forget to apply before school.

Homework

Homework will be set where it is meaningful and relevant to an individual's learning needs. Expectations will vary from class to class. If you are uncertain of what is expected, please check with your child's teacher. (There will certainly be a focus on reading, spelling, basic facts... and problem solving/inquiry.)

Library/Information Centre

Considerable time, money and effort goes into maintaining our library resources. What a super resource it is. We have created some voracious readers at Waitoki School (Great to see!).

Students are encouraged to borrow books and your assistance in monitoring their treatment at home helps to keep repairs and replacements to a minimum. If books are damaged beyond repair or lost, the school may require some reimbursement.

Leaving school during school hours

Once at school, students are expected to remain within the grounds. Parents/caregivers are asked to contact school either personally, by phone or note if you want your child to leave before 2.20pm. This enables the school to account for all students in case of emergency and promptly recognise absences of genuine concern. A copy of appointment confirmation is required as per Ministry Guidelines if a child is not attending school due to an appointment.

Lost Property

Students are encouraged to be responsible for their own belongings, however, named items are more likely to be returned to their owners. Found property is collected and held near the New Entrants class – students and parents can access as necessary to seek missing items. At the end of each week any unclaimed items are donated to charity.

Lunches

Healthy food choices are encouraged. Students are given approximately 15 minutes to eat, during which time they are expected to remain seated either inside or outside (depending on the weather).

Currently you can order lunch on a Wednesday and Friday through ezlunch (www.ezlunch.co.nz). The suppliers are Pita Pit Silverdale (Friday option) and Sushi4U (Wednesday option). Please see website for menus. Munchbox.co.nz also supply healthy lunches every day. Order online.

Newsletters

Newsletters are a key form of communication between school and parents/caregivers. These are issued as required, usually fortnightly to keep families informed of school events, timetables, achievements and opportunities. If you have more than one child at the school, newsletters are given to the eldest child. Please check with your child regularly to ensure you are receiving newsletters promptly. This is also available on our website and school app.

School App

Our school app is a 'one stop shop' for all things Waitoki. On the app you will find newsletters, notices, calendar dates, school contacts, and absence reporting. Download this free app from playstore or appstore on your phone, search for Waitoki School and have everything at your fingertips.



Parking

Parking is available at the front of school or in the car park area at. Please do not park in the bus bay at any time, this is a thorough fare only to the car park. You are welcome to use the drop off zone in a morning or afternoon to pick up your child but please do not leave your car in this zone. This drop off zone is designed for children that are old enough to use a zebra crossing safely and can make it to their classes unassisted by an adult.

Physical Education Dress Code

In the interest of freedom of movement and hygiene, a pair of shorts and a T-shirt are preferred clothing for taking part in physical education (particularly for senior students).

Religious instruction

'Optional' religious instruction based on the national 'Churches Education Commission' programme is offered to students once a week during the lunch period 12.05pm – 12.35pm (subject to availability of trained volunteer teachers). Parents need to advise the office if they would like the child to attend (more information supplied in this enrolment pack.)

Extra-curricular activities

In addition to the core curriculum areas, Waitoki School offers a further range of learning opportunities through activities run with the support of the wider school community.

EOTC – Education Outside the Classroom

Waitoki School students enjoy a wide range of outdoor/outside the classroom learning opportunities. In addition to physical education programming, including water safety and swimming in the on site pool during summer, students participate in national health awareness programmes, e.g. Police supervised bicycle safety training; trips out of the classroom to visit sites of special interest or curriculum relevance; and bi-annual class camps to a range of locations. The exact nature of these additional activities depends on the learning needs, opportunity and programmes/resources available. Parent/caregiver help is a vital ingredient in making these learning experiences so successful. Thank you.

Ag (Agricultural) Day

In keeping with its rural environment Waitoki School includes an annual Ag Day in the calendar. Held in October, "Ag Day" involves all of the students preparing classroom displays of innovative

arts and crafts. They can also rear a calf, lamb or goat for judging on such aspects as grooming, leading and calling. Ag Day animals are subject to specific rules (which can be obtained through the school) all place-getters of school events go on to take part in the South Kaipara Group Day (Inter-school competition) and regional A & P shows. In recent years the school has also provided day old chicks for children to rear and display as an Ag Day alternative. We offer a lamb daycare facility which allows students to look after/feed their lamb during the school day.

Year 7 and 8

The Waitoki School Year 7 and 8 class continues to focus on implementing curriculum requirements and is individualised to meet each students' learning needs. At this level skill that will serve students well during their secondary school years continue to be focused upon, including:

- self motivated learning
- digital learning – 1-1 devices
- research skills
- problem solving strategies
- time management
- continuing building of resiliency
- increased individual responsibilities

Our Year 7 and 8's attend a Technology programme held at Kaipara College (subsidised by caregivers). Here they have the opportunity to learn a wider range of skills e.g. through hard tech, fabric tech, food tech and digital tech.

Particularly at this level student have the opportunity to learn another language and there is a beginning focus on careers – skills, potential, pathways and leadership.

Feedback from various secondary schools and parents indicate that past Year 8 students from Waitoki have been notable for their work ethic and attitude on entering secondary school. Please ask for an appointment with Miss Chelsea Brown (Teacher – Year 7 and 8) or Mr Chris Neison (Principal) to discuss the Year 7 and 8 learning curriculum and how we can assist in meeting your child's learning needs.

Interschool Visits

Our school is part of the Kaipara Schools group, comprising of: Waimauku, Woodhill, Parakai, Waioneke, Helensville and Kaukapakapa. Annual group fixtures are held for swimming, triathlon, cross-country and athletics enabling our students to test themselves against their peers. The top achievers in these events often go on to larger regional competitions. Other encounters are organised as opportunities allow.

Parent/Caregiver Help

There are many ways that parents and caregivers can contribute to the school and directly influence the facilities and learning opportunities available to their children.

If you have time to spare and would like to assist at school in some way, please do not hesitate to contact the school through a teacher, the principal or the school office. Parents can assist with many tasks inside and outside of the classroom, including some that can be done at home.

Friends of Waitoki School

The support of parents and the community through fundraising is critical to the ongoing high level of education and facilities provided at Waitoki School. An active group of parents arrange fundraising meetings as required to organise events such as a High Tea, occasional gala/country fair days and other activities throughout each school year. Many hands make light work and newcomers are always welcome to join in and contribute their time, services or expertise in whatever way they are able. Fundraising meetings and contributions are notified through the school newsletter/school app.

Working Bees – Feel the Buzzzz

Working bees are occasionally held to manage certain property and maintenance tasks. A great way to meet other committed parents and do something positive for your school that will directly benefit your children. Working bees are often combined with a lunch or morning tea provided by other parents. The works involved can be big or small and are generally outlined beforehand through the school newsletter.

Board of Trustees

The Waitoki School Board of Trustees is elected by the school community every three years. The board is responsible for the overall governance and direction of the school as determined in conjunction with the principal and staff.

Board of Trustee meetings are held in the staff room, and meeting dates and times (usually 6.30pm) are notified in the school newsletter. Parents and members of the public are welcome to attend. Should visitors require speaking rights please contact a member of the board in advance of the meeting.

You can contact board members at any time to provide feedback about the school and its direction, however for issues related to day-to-day operations of the school and teaching matters, please talk to one of the teaching staff, or the Principal.