

**EAST TĀMAKI SCHOOL**

*Te Kura O Tāmaki Rawhiti*



**INFORMATION FOR  
FAMILIES  
2019**

**Kia Kotahi Tatou  
Let us come together as one**

We welcome parents and families as a very important part of the East Tāmaki School community.

### **East Tāmaki School Vision**

Partnering with the community so that our children achieve high levels of success in a rich natural environment.

**P O Box 58-035  
Botany  
Auckland  
2163**

**Phone: 274-9246  
Mobile: 02102944884**

**Email: [office@easttamaki.school.nz](mailto:office@easttamaki.school.nz)**

**Website: [www.easttamaki.school.nz](http://www.easttamaki.school.nz)**

## Daily Routine

<b>8.00 – 8.15</b>	<b>Arrive at school</b>
8.30 – 8.45	Start of Day Activity – Learning begins
10.50 – 11.00	Eating morning tea in classrooms
11.00 – 11.30	Morning tea
11.30	Learning time
12.45 – 12.55	Eating lunch in classrooms
12.55 – 1.30	Lunch time/play
1.30 – 2.45	Learning time



## School Times

**Children are expected to be at school by 8.15am as school begins at 8.30am with the Start of Day Activity (SODA).**

Children can arrive between 8.00am – 8.15am. The school is not responsible for children who arrive before 8.00am.

## At the End of the Day

All children are to go straight home at 2.45 except those who are waiting to be picked up by an after school care service such as SKIDs.

East Tamaki school staff cannot supervise children after this time. Please do not ask us to do this. It is the parents' responsibility to ensure children get home safely.

If you have an emergency which means you will be a little late to pick up your children please phone the office.

# **East Tāmaki School Expectations**

## **School Expectations of Parents/Caregivers**

### ***Attendance***

#### **It is important that:**

- Children attend school every day unless they are very sick.
- Children be at school by 8.15am.
- Parents phone or text the school if a child is sick.

### ***Bags***

#### **Your child is expected to:**

- Bring a schoolbag to school every day.
- Bring a book bag to school every day.



### ***Uniform***

#### **Your child is expected to:**

- Wear the full school uniform every day including school shoes.
- Wear a clean uniform.

### ***Lunch***

#### **Parents are expected to:**

- Provide a sufficient healthy lunch for their children every day.

### ***Support***

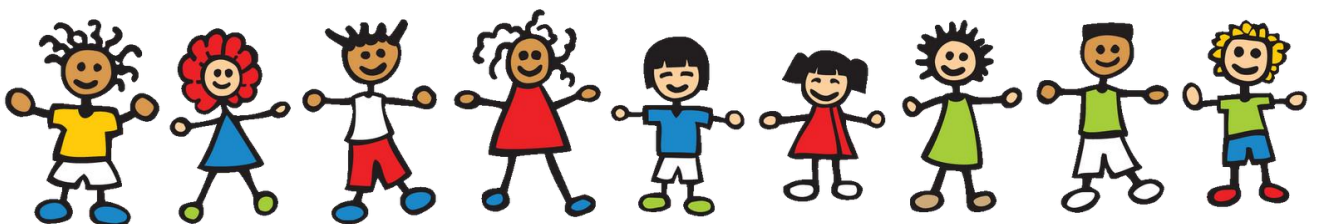
#### **Parents are expected to:**

- Listen to their child read the books that they bring home and talk about these.
- Support the school in activities such as parent interviews and Home School partnership evenings.

## Staff Expectations of Students

### It is important to:

- Be ready for learning.
- Do the right thing at the right time.
- Ask for help if you do not understand what to do.
- Take part in all learning activities.
- Complete your home learning.
- Wear the school uniform properly.
- Speak respectfully.
- Use your manners at all times.
- Treat others the way you want to be treated.
- Stand still and listen when someone is talking to you.
- Put rubbish in the nearest bin.
- Eat all food inside.



## **Attendance**

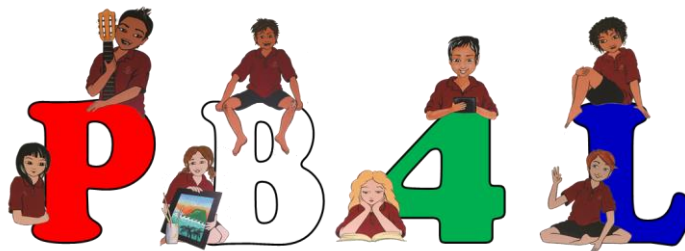
- If a child is away please phone the school on 274-9246 or 02102944884.
- All children are expected to come to school every day unless they are very sick.
- If a child is away without notification the attendance service or neighbourhood police team will be informed.

## **Behaviour**

We are a PB4L school – Positive Behaviour for Learning.  
Our three behaviour expectations are:

- Respect for ourselves
- Respect for others
- Respect for property

The East Tāmaki School community will create a safe environment for learning where everyone feels respected, supported and included. Children's behaviour will be addressed fairly and effectively.



There are many ways that we reward the expected behaviours including certificates and Kapai Awards.

If children constantly behave inappropriately parents will be informed to work alongside the school to help the child.

If you have any concerns please contact the office to make an appointment.

## Books, Pens and Pencils



- Parents need to buy books, pens and pencils on the day your child enrolls.
- Parents should buy these from East Tamaki School as stationery bought from other places is almost always inappropriate, i.e. wrong lines in writing books. To replace these items ends up costing parents more money than they would have paid if buying from the school.

## East Tamaki School Uniform

**Children are to wear the correct and clean uniform every day.  
Please put your child's name on all items of the uniform.**

### Available at East Tamaki School

Details and prices as follows:

Black Polar Fleece	\$30.00
Red Short Sleeve Shirt	\$25.00
Red Sun Hat	\$12.00



### To be purchased at any shop

Shorts – black  
Pants – black  
Skort – black  
Skirt – black  
Socks – black



Black closed in shoes or black sandals. The shoes and socks must all be black with no other colours on them.

## Home School Partnership

There are many ways parents and families can help.

Parents are very welcome to help at school in the classroom listening to children read, helping with art and sorting equipment. Parents could also help around the school and with the Garden to Table programme.

**or:**

You may have a skill that you can share with us, and/or the children. Please talk to your child's teacher or speak to Ms Sarah Mirams – the principal.



## Food at School

- East Tamaki School is a Health Promoting school and Garden to Table school.
- Children learn better if they eat healthy food.
- Therefore we expect all children to bring healthy food to eat at school.
- This could be a sandwich, filled roll and fruit.
- Children can **only bring water to drink** at school.
- If children bring food or drink which is not healthy such as twisties, lollies or sugary drinks they will not be able to eat them at school.
- All children are given a piece of fruit for morning tea each day.





## School Newsletter

Newsletters go out on a Tuesday and Thursday. Parents need to look out for them as they have many important notices in them. The newsletters are also available on the school website.



## Terms for 2019

Term 1: Tuesday 29 January to Friday 12 April  
Term 2: Monday 29 April to Friday 5 July  
Term 3: Monday 22 July to Friday 27 September  
Term 4: Monday 14 October to Thursday 12 December

## Public Holidays

Waitangi Day Tuesday 6 February  
Good Friday Friday 19 April  
Easter Monday Monday 22 March  
East Tuesday Tuesday 23 March  
Anzac Day Thursday 25 April  
Queen's Birthday Monday 3 June  
Labour Day Monday 28 October



## Inquiry Concepts for 2019



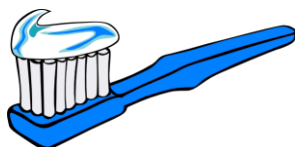
<b>Term 1</b>	<b>Term 2</b>	<b>Term 3</b>	<b>Term 4</b>
Creativity/Diversity	Environmental Change	Hauora	Community Service

We will also:

- continue to emphasise achievement in literacy and numeracy.
- maintain the focus on school values and key competencies.
- continue further developing the school environment and music programmes.

## **Dental Nurse**

The Dental Nurse is here from time to time. The dental clinic phone number is 837-6635.



## **School Nurse**

The school nurse is at school Monday to Friday for part of the day to check for skin infections and rheumatic fever. The Healthline is 0800 611 116 if you need more information.



## **Car Parks**

**For safety reasons parents are asked NOT to bring their cars into the school car park off Preston Road. If you wish to drop off or pick up children, please use the Fisher Crescent entrance. There is much less traffic and this is a much safer area for the children to wait.**



## **Concerns and Complaints**

1. Talk to the class teacher by note or ring the school office.
2. If you are still not satisfied then arrange a meeting with the Associate Principal or Principal through the office staff.

If something happens at school that you are unhappy about please contact us. The following process is most helpful.

## **Addresses and Phone Numbers**

If you change your address or phone number, please notify the school. This is **particularly important** when we need to contact parents/caregivers in case of sickness or accident.

## **School Donation**

School donations are \$40.00 per child per year, or \$60.00 for a family per year. You can pay \$10.00/\$15.00 per term if you choose.

## **Reporting to Parents**

**Written reports** will be sent home at various times throughout the year.

**Achievement Review discussions** are held each year with parents, students and the teacher. If you are in any way concerned about your child, please contact us and make an arrangement to come to school and discuss the matter with the principal and/or your child's teacher.



## **STAFF LIST**

Principal	Ms Sarah Mirams
Deputy Principal	Mrs Tumua Pala'aia
Deputy Principal	Mrs Gemma Cooper
Room 1	
Room 3	Mrs Susan Stanney
Room 4	Mrs Kimberley Atkinson
Room 8	Mrs Jenni von Below
Room 9	Mrs Anne Kata-Makahili
	Mrs Helen Armstrong
Room 10	Miss Abigail Wheeler
Room 11	Mrs Irene Morgan
Room 12	Mr Josiah Macnamara
Room 14	Mrs Debra-Kim Croggon
Room 15	Miss Traleenah Bentley
Science Teacher	Mrs Helen Armstrong
Music Teacher	Mrs Maria Winder
Office Manager	Mrs Veronica Keswell
Office Administrator	Mrs Ashleigh Van Niekerk
Library/Resource Manager	Mrs Rachel Robinson
Learning Assistants	Mrs Sandra Seymour
	Mrs Belinda McKain
	Mrs Gloria Prasad
Kitchen Specialist	
Garden Specialist	Mrs Fiona Wilkinson
Caretaker	Mr Paul Gibson



## **BOARD OF TRUSTEES MEMBERS**

Chairperson

Ianny Greig-Pori

Principal

Sarah Mirams

Staff Representative

Kimberley Atkinson

Members

Siki Ah-Shaw

Angeline Narain

Gloria Prasad

The Board of Trustees meet once a month in the meeting room at 4.30 pm. The public are welcome to attend these meetings. A copy of the school Strategic Plan, Board Policies, Minutes and Agendas and various reports are available in the office.

