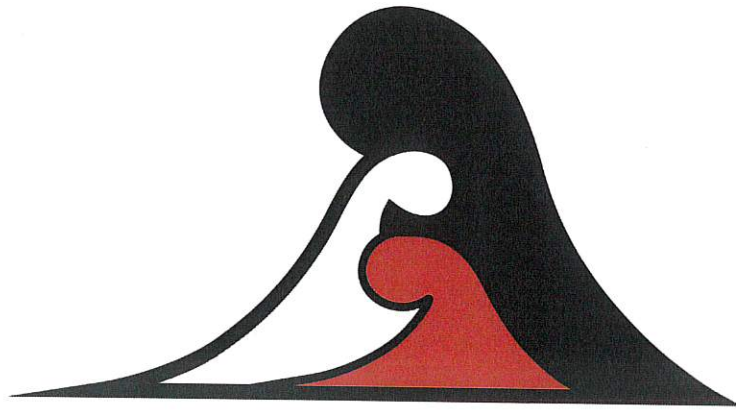


EAST TĀMAKI SCHOOL

Te Kura O Tāmaki Ki Rawhiti



**INFORMATION FOR
FAMILIES
2020**

**Kia Kotahi Tātou
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

Inspire Learners – Strengthen Mana –
Influence the Future.

P O Box 58-035
Botany
Auckland
2163

Phone: 274-9246
Mobile: 02102944884

Email: office@easttamaki.school.nz

Website: www.easttamaki.school.nz

East Tāmaki School Values

Ngā Uara

Manaakitanga Kindness and Trust

To express kindness, generosity and support
by helping others and being trustworthy

Whanaungatanga Connections and Belonging

To build connections and belonging through
Korero and talanoa between students,
colleagues and whānau

Kaitiakitanga Preserve and Protect

To preserve, nurture and protect the well-being
of all people and our natural environment
by showing care and respect

Daily Routine

8.00 – 8.15	Arrive at school
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, 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.
- Children must bring the lunch to school with them in the morning.

Support

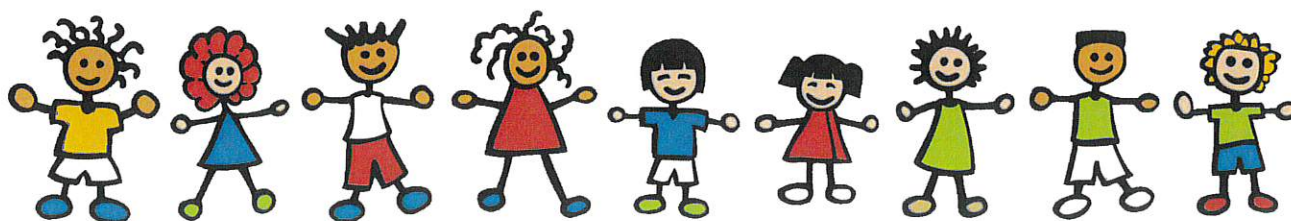
Parents are expected to:

- 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

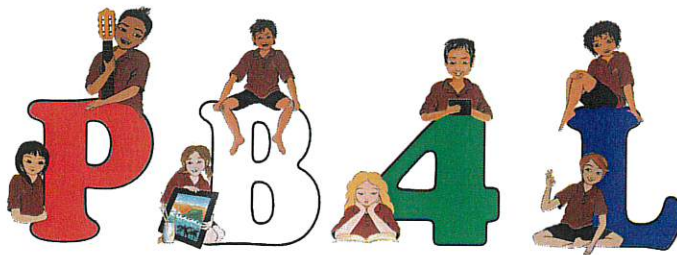
- If a child is away please phone the school on 274-9246 or 02102944884.
- All children are expected to come to school every day unless they are very sick.
- If a child is away without notification the attendance service or neighbourhood police team will be informed.

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.

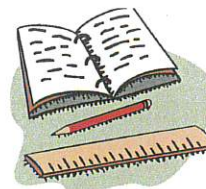


There are many ways that we reward the expected behaviours including certificates and Kapai Awards.

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. Please note that the only earrings a child can wear are studs not hoops or dangly earrings. This is for safety reasons. Children are not to wear make up to school.

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 appropriate school shoes or black sandals. The shoes and socks must be all black with no other colours on them. Boots and jandals are not acceptable.

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.

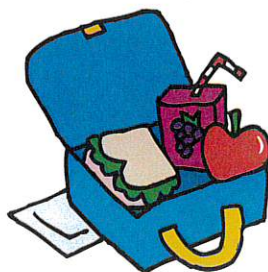
or:

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.
- Chewing gum and bubble gum are not allowed in the school grounds.
- 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 each week. 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 2020

Term 1:	Thursday 30 January to Thursday 9 April
Term 2:	Tuesday 28 April to Friday 3 July
Term 3:	Monday 20 July to Friday 25 September
Term 4:	Monday 12 October to Friday 11 December

Public Holidays

Waitangi Day	Thursday 5 February
Good Friday	Friday 10 April
Easter Monday	Monday 13 April
Anzac Day	Thursday 27 April
Queen's Birthday	Monday 1 June
Labour Day	Monday 26 October



Inquiry Concepts for 2020

Belonging
Metamorphosis/Growth
Innovation/Sustainability

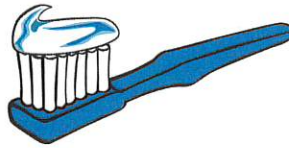


We will also:

- 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.

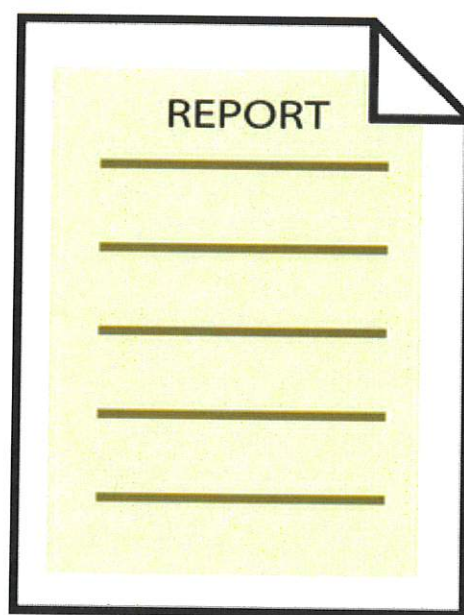
Addresses and Phone Numbers

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.

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 Roshni Sidhwa
Room 1	Mr Josiah Macnamara
Room 2	Mrs Anne Kata-Makahili
Room 3	Mrs Susan Stanney
Room 4	Mrs Kimberley Atkinson
Room 7	Mrs Jenni von Below
Room 8	Mrs Debra-Kim Croggon
Room 9	Mrs Helen Armstrong
Room 10	Miss Abigail Wheeler
Room 11	Miss Traleenah Bentley
Science Teacher	Mrs Helen Armstrong
Music Teacher	Mrs Maria Winder
Office Manager	Mrs Veronica Keswell
Office Administrator	Mrs Ashleigh Van Niekerk
Learning Assistants	Mrs Sandra Seymour Mrs Belinda McKain Mrs Amelia Tipasa Ms Antonella Nobilita
Kitchen Specialist	Mrs Margaret Boswell
Garden Specialist	Mrs Fiona Wilkinson
Caretaker	Mr Paul Gibson



BOARD OF TRUSTEES MEMBERS

Chairperson

Principal

Staff Representative

Members

Ianny Greig-Pori

Sarah Mirams

Kimberley Atkinson

Siki Ah-Shaw

Angeline Narain

Gloria Prasad

Tangikina Fakaosilea

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.

