

## **WELCOME TO WAKARI SCHOOL**

*You and your children are important to our school and our community. We look forward to your involvement and hope your association with Wakari School is both rewarding and enjoyable.*

This booklet provides general information about the school. If you have any additional questions, feel free to phone (telephone 476 3140 and press 2), or call into the school office between 8.30am and 4.00pm.

## **OUR SCHOOL'S PURPOSE**

To help children reach their personal best according to their abilities and learning needs, by providing the means for achievement across a balanced range of curriculum content and within a caring, secure environment.



## **SCHOOL ORGANISATION**

Wakari is a Primary Contributing School. It caters for children from five to eleven years of age. (Years 1-6)

Our school organisation is usually based around 12 to 14 composite classes and is divided into three syndicates. Each has a team of teachers working with the support of a senior teacher. Syndicate teachers meet regularly to plan programmes, evaluate their effectiveness and to utilise their resources effectively. While children spend most of their time with their home room teacher, syndicate interchanges and team teaching are encouraged. In this way children become accustomed to working with a range of teachers and benefit from the skills, interests and experience of all staff.

A major school emphasis is to keep class sizes small to maximise children's learning opportunities.

## **THE SCHOOL BOARD OF TRUSTEES**

The school is managed by its Board of Trustees. Five members of the school community (staggered elections every eighteen months), the Principal, and a teacher nominated by the staff make up the Board. There is also the option for the Board to co-opt additional members as and when required. The Board works alongside staff and parents to ensure the smooth and efficient running of the school, and to formulate policies within the guidelines laid down by the Government.

The Board welcomes and encourages any input from parents. Meetings are held on the third Tuesday of the month and are open to any interested member of the school community.

## SCHOOL POLICIES

Policies are developed by the Board as required. Copies of all our policies are available in both entrance foyers or you may download them from our website. Current policies include for example: Homework, Codes of Conduct, Health and Safety, Concerns and Complaints procedures. Please contact the school office if you would like a copy to take home.

## HOME AND SCHOOL ASSOCIATION

The Home and School Association has the role of strengthening the link between the school and parents, and enhancing the school environment.

The Committee consists of:

- a member of the Board of Trustees
- a member of the staff
- a group of parents elected at the annual meeting at the beginning of the year.

They arrange and run social, educational and service functions to inform, entertain and support the school and the wider community.

Recent fund raising projects have been used to purchase additional computers and school and playground equipment. The committee meets once a month. Please feel free to contact the president or secretary with any questions or suggestions.

## PARENTAL INVOLVEMENT

There are many opportunities for parents to become involved in the life of the school and the children. During the year requests are made for parent help for a variety of activities, which include reading, music, theme activities, sports, swimming and camping for the standard 3 and 4 (Year 5/6) classes. This assistance is very much valued by both teachers and pupils.



### Continuing opportunities include:

- Serving on the Board of Trustees
- Serving on the Home and School Association Committee
- Rostered surveillance of the school grounds during holidays. This helps to keep vandalism to a minimum
- Casual surveillance of the school grounds during out-of-school hours
- Assistance with the making of junior classes resources and the occasional help within classrooms

- Assistance in the school library
- Assistance with Road Patrol
- Children's lunch arrangements on Wednesdays and Friday s
- Assembly dates are advertised regularly in the newsletters and parents are most welcome to attend.

**Also from time to time parents are asked to:**

- Assist with transport to and from various venues
- Come and help children with particular activities
- Share in special school syndicate events
- Visit classrooms

Any assistance you are able to give with any of the above would be very much appreciated.

The school sends out an annual request for a donation - this money makes it possible to provide additional sporting, computing, art, music, and library facilities for the children. The school fundraises for a different organization or appeal each year, we ask children to earn a small amount of money to contribute to this fund, (through Syndicate activities).

**ADDITIONAL INFORMATION**

The following resource information is available at the school for your perusal:

The School Charter

Board of Trustees minutes

School Policies

School Curriculum Plans

These are available in the school office, school foyers and they can be downloaded from our website.

**SCHOOL HOURS**

Morning session: 9.00am to 12.30 noon

Afternoon session: 1.30pm to 3.00pm

**Children should not arrive at school before 8.30am.** There is no supervision before that time. Children are asked to be at school by 8.55am so that they are ready to start classes at 9.00am.

In the children's interests, a school rule requires them to go straight home after school, unless alternative arrangements have been made and these are known to both child and parents.

## **AFTER SCHOOL CARE**

Wakari School has an after school care programme which is run independently from the school Board of Trustees. The after school care is OSCAR approved. For more information and an enrolment form, please phone the after school care programme on 425 0772 or 021 840 716.

## **COMMUNICATION WITH THE TEACHER**

Every effort is made to keep parents well informed about what is happening at school. We use notices and newsletters (every second Thursday) to pass on any information. Please ensure that your child gets in the habit of giving these to you when they get home.

If you have any concerns or problems regarding your child, feel free to make contact with your teacher through notes, or ring and make a time that suits both of you for a meeting. You may also ring the Principal to discuss concerns. Parent-teacher interviews are currently offered in February and June.

## **PEDESTRIAN CROSSINGS**

The Helensburgh Road and Shetland Street crossings are patrolled from 3.00pm to 3.10pm. Children and adults are expected to use this crossing. The vehicle entrance on Helensburgh Road is not for use by parent drivers or anyone on foot. When collecting your children in a vehicle, it is sometimes difficult for patrols to see around parked cars.

## **LUNCH-TIME ARRANGEMENTS**

Prior notice must be given to the class teacher and office if parents require their children to go home, or to take them from the school premises at any time during the lunchtime break.

Children having lunch at school are not to leave the school grounds at lunchtime without a parent or caregiver. Arrangements have been made with local shops to provide lunch orders - details will be given to you separately. Children have their lunch outside in fine weather. On wet days, the classes remain in their own rooms and children stay seated while they are eating.

The Library is open for quiet activities during lunchtime. If your child is not able to run outside for health reasons, please inform the teacher.

Children inside during intervals and lunchtimes are expected to work quietly on appropriate activities.

## **ABSENCES**

If your child will not be at school, please let the class teacher know with a note or message from another child, or ring the school on 476 3140 and **press 1** to leave a message, preferably before 9.00am.

## **SCHOOL BANKING**

Children can bank with Westpac or Credit Union Otago at the school. Application forms are available at the school office and these forms can be sent with your child's first banking. Banking day is Wednesday.

## **LOST PROPERTY**

Naming clothes is the best way to keep track of them. If clothes do get lost you can check in the lost property cupboard found at the bottom of the school's main stairwell.

We do not encourage children to bring toys to school. They often get lost and staff cannot be responsible for the safety of personal possessions.

## **SCHOOL CLOSURE**

Occasionally the school is closed, or opens late in winter, due to snow or ice. Listen to the local radio stations 4XO, 4ZB or Radio Dunedin in the morning for a cancellation announcement. These notices are broadcast from 7am or as soon as it is possible to make an appropriate decision. If you miss these announcements, phone the School on 476 3140 and **press 3** for cancellations.

## **SCHOOL STATIONERY**

All children will be given a list of books, pencils etc that are needed at the start of the year and will be notified of any replacements required during the year. These can be brought at the school stationery shop in the room under the main stairwell between 8.30am and 8.55am.

## **SCHOOL LIBRARY**

All classes have a period in the school library each week. Children may borrow two books at a time. These can be changed at any lunchtime, or at class library sessions.

The school has an up-to-date computer-issuing system. Please encourage your child to take responsibility for their school books, keep track of them and return them on time.

## COMPUTING

Each classroom has at least two computers and an interactive whiteboard that are used during class time, before and after school, and at lunch times. All children are introduced to computer technology at Wakari School. Children can only use the internet under adult supervision.

## SWIMMING



The school has the use of the Dunedin City Council pool adjacent to the school. At the beginning and end of each year, each class has swimming lessons each day for two to three weeks. You will be given prior notice of when this includes your child. Children need a swimsuit and towel, in a named bag. Named clothing assists teachers and parents who are helping in the changing rooms. Junior and Middle Syndicate children also have the opportunity to swim with the Jill Clarke Swim

School in terms one and four.

## PLAYGROUND

New Entrant children are helped to explore our extensive playgrounds and learn which areas are specifically for their use. From 12.45pm to 1.25pm children are allowed to borrow Phys-Ed equipment (ropes, balls, hoops, cricket gear etc) from the sports cupboard. Equipment borrowed must be returned by the borrower. Children and families are welcome to use the school grounds outside of school hours - common sense rules apply.



## ACCIDENTS AT SCHOOL/SAFETY

Teachers supervise playgrounds at morning interval and lunch times. If a serious accident occurs, staff endeavour to contact the parents. In an emergency, the school may call doctors and/or an ambulance. Parents are requested to provide alternative phone numbers

of friends or relatives who can act as a substitute parent in case of an illness or injury at school.

## HEALTH CHECKS

A Public Health Nurse visits the school regularly. All five-year-old children are given a routine health check. Parents are advised when this will take place and are invited to be present. Five-year-old children also have their eyes and ears checked by a Hearing and Vision tester from Public Health South. If you have any concerns at any time, please talk to your child's teacher. If there are any concerns arising from the school health check, you will be contacted. Older children causing concern, or listed as requiring on-going monitoring, are included in the annual visit when time permits.

## DENTAL TREATMENT

Dental treatment is available free to every child at the Wakari School dental clinic. The therapist, will check children's teeth regularly. The dental therapist can be contacted on 027 284 9932. Please leave a message on her answer-phone and she will return your call.

## WEBSITE

Wakari School is also on the Internet. You can find us at [www.wakari.school.nz](http://www.wakari.school.nz). The latest notices, calendar, term dates, sports draws and newsletters are among the information found at our website. You can also email the school office from this site.

## HISTORICAL NOTE

In 1857 the Otago Provincial Government established an Education District to cater for the settlers in Halfway Bush, the area stretching across from Highgate to the slopes of Flagstaff. The first one-roomed clay school, which was part of the teacher's house, was opened in 1858 with a roll of 34 pupils. The school was sited beside School Creek (across Helensburgh Road from the present school, where some retirement cottages stand today) and was named Wakari, the Maori name for Flagstaff.



A side-school to the Wakari School, known as the Brockville side-school, was established in 1862 to serve the lower end of the district. This was situated at the northeast corner of Falcon and Kaikorai Valley Roads until it closed in 1869 when the Kaikorai School opened.

The growth in roll numbers at Wakari led to the erection of a new two-roomed school on the same site in 1863, and this was replaced in 1880 by the brick building (now also gone) at the front of the present school site. The old school building then served for many years as the church of the Good Shepard but was demolished in 1957. In 1958, the centennial year, the St. John's Parish returned the original bell from the old school.

During the first two decades of its life, the School Committee had to find a portion of the school's finances. Part of this was achieved from fees: children taking all the subjects, English, Reading, Arithmetic, Writing, Grammar and History, paid ten shillings a quarter. For the balance the Committee raised a levy based on an assessment of the property owners of the Education District: the record shows however, that this is often proved hard to collect. From 1877 schooling became free, and compulsory!

Wakari remained a small suburban-rural school for its first eighty years. Dunedin's first Government Housing development adjacent to the school, beginning from 1937, resulted in the doubling of the roll in ten years with a peak of 604 in 1954.

Despite the opening of Balmacewen Intermediate in 1964 and the consequent decapitation of Wakari School, new housing, notably in the Helensburgh area, contributed to more growth and a post-decapitation roll of 550 pupils at the end of 1976. This growth led the Education Board, for a period, to limit enrolments to children living outside the school's boundaries. Since a low of around 280 in 1992, the roll grew again until a high of 353 was reached in December 1996.

*Historical note compiled by Mr. Ken Duncan (Principal 1969 - 1988)*



**2008**

Wakari School now serves the mature Dunedin City suburbs of Wakari and Helensburgh.

## STAFF 2011

Mr Brent Caldwell (Principal)

### Senior Syndicate

Mrs Stacey Gribben (Deputy Principal)	Years 5 & 6	Room 13
Mr Murray South	Years 5 & 6	Room 3
Miss Sarah Bell	Years 5 & 6	Room 2
Ms Kim Blackwood	Years 5 & 6	Room 12

### Middle Syndicate

Mr Lou Maguire (Syndicate Leader)	Years 3 & 4	Room 10
Mr Richard Murray	Years 3 & 4	Room 11
Miss Andrea Benwell	Years 3 & 4	Room 15

### Junior Syndicate

Mrs Judith Stanbridge (Asst. Principal/Syndicate Leader)	Year NE	Room 6
Ms Lynda Pollock/Mrs Cathy Logie	Year 1	Room 7
Miss Lisa Tipa	Year 1	Room 8
Mrs Bridget Spain/Mrs Mary Wilson	Year 1/2	Room 9
Miss Aleisha Williams	Year 2	Room 4

### Itinerant Resource Teachers of Learning and Behaviour

1. Mrs Ngaire Van Midden
2. Mrs Claire Radford
3. Mrs Claire Hewitt

### Learning Support Teachers

1. Mr Graeme Dickie
2. Mrs Geraldine Cooke

### Special Education

Mrs Jo Brooks - Specialist Teacher  
Ms Lynda Pollock - Reading Recovery

### Support Staff

Mr Bryce Horgan - Office Manager  
Mrs Glenda Sargeant - Teacher Aide / Office Administrator  
Mrs Ginni Kwok-Lillis - Teachers Aide      Mrs Adele Brewer - ORRS Teachers Aide  
Mrs Ellie Savage - Teachers Aide      Mrs Jane Pali - Teachers Aide  
Ms Julie Gibbs - Teachers Aide      Mrs Tania Daniell - Teachers Aide

## WAKARI SCHOOL BOARD OF TRUSTEES

<b>Chairperson/Legal Req.</b>	Brian Shea	476 2596
<b>Principal</b>	Brent Caldwell	476 3140
<b>Staff Representative/Review</b>	Lou Maguire	477 7216
<b>Secretary</b>	Glenda Sargeant	476 2237
<b>Treasurer</b>	Liz Sims	476 4282
<b>Property</b>	Jason Thompson	476 3315
<b>Review</b>		

## WAKARI HOME & SCHOOL COMMITTEE

Nicky Shea (President)

Kim Blackwood

Ginni Kwok-Lillis

Shirlene Pryde

Kim Wright

Liz Sims

Glenda Cameron

Jackie Flintoff

Sherie Irvine

Penny Laughton

Raewyn Rowe

Susan Rusbatch

Claire Wood

Ann Gyssels

Debbie McLister

Kristin Mair

Sharon Rohtmets

Teresa Sowerby

## **Term Dates for 2011**

**Term 1:** Wednesday 2<sup>nd</sup> February to Friday 15<sup>th</sup> April

**Term 2:** Monday 2<sup>nd</sup> May to Friday 15<sup>th</sup> July

**Term 3:** Monday 1<sup>st</sup> August to Friday 7<sup>th</sup> October

**Term 4:** Tuesday 26<sup>th</sup> October to Friday 17<sup>th</sup> December.

For the term dates for 2012 onwards, go to [www.wakari.school.nz](http://www.wakari.school.nz) and click on 'term dates'

### **Holidays**

Waitangi Day        Sunday 6 February

Otago Anniversary Monday 21 March

Good Friday        Friday 22 April (In term one holidays)

Easter Monday     Monday 25 April (In term one holidays)

Anzac Day         Monday 25 April (In term one holidays)

Queen's Birthday Monday 6 June

Labour Day         Monday 24 October

### **Other Useful Information**

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