

2020 INFORMATION BOOKLET

FOR PARENTS OF INTERNATIONAL STUDENTS

31 Fifth Avenue

Tauranga

Ph (07) 578 6222

office@tauranga.school.nz

www.tauranga.school.nz



**TAURANGA
Primary School**

*Together, we are learning to go places
Akongia tātou, ngā haere ki wāhi kē*

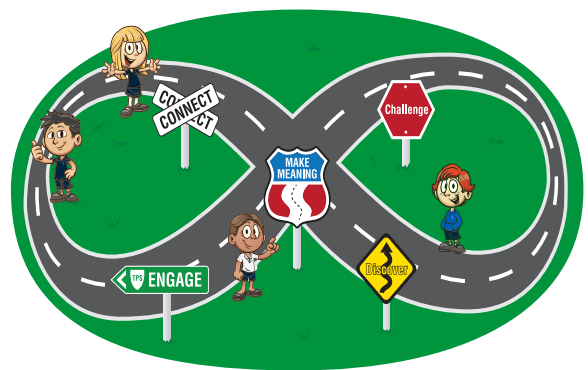
Welcome

Welcome to Tauranga Primary School.

With a proud history as the first school in Tauranga, we are committed to equipping our learners with the necessary skills, knowledge and dispositions to thrive in learning and life.

We are dedicated to providing a world class quality education for your child(ren) and enjoy a reputation as a leading primary school in Tauranga. At TPS we individualise learning for each student. Class teachers know and care for every student in their class. Specialist ESOL teaching is provided for International Students to accelerate the development of their skills to speak and communicate effectively in English. Pastoral care for your child(ren) is important to us, we work hard to ensure your child and you are happy and well support for your time in Tauranga, New Zealand. We support our International Students to develop friendships and enjoy the healthy outdoor environment in New Zealand.

The principle of 'learning to learn' is central to our philosophy of teaching and learning at Tauranga Primary School. We have defined learning as: **Learning is engaging in an ongoing process of making connections, discovery, and challenge; building knowledge and skills to make meaning of our world.** The Tauranga Primary School **Learning Model** is taught and referred to across all year groups. We use the Learning Model to make learning visible by explicitly teaching the process of how to learn, and build learner dispositions and capacity; so that our learners can acquire the knowledge and skills to make meaning of their world.



I look forward to getting to know you better as one of our TPS school families.



Fiona Hawes
PRINCIPAL

principal@tauranga.school.nz



T.P.S. History

Tauranga Primary School, as it is today, has arisen from a series of interesting happenings commencing as the first school with the establishment of a Missionary School in 1835 by Sarah Wade, the wife of the Rev. R. W. Wade on a site where 'The Elms' now stands.

The school was responsible for educating 30 local children. In 1836 Archdeacon Brown arrived and so the permanent establishment of Tauranga District School began.

Bishop Selwyn produced the plans for an imposing two storied gable building, with a belfry, to become a 'Mission Training Institute' for 60 young Maori children, to be trained in various crafts and agriculture. This building was opened in 1860.

With a growing conflict between Maori and Europeans the Institute was closed in 1863 and was used as a hospital during the Gate Pa Battles. After the hospital closed the Institute was turned back into a School (approx. 1886) with Mrs Dalziell as the teacher, and a roll of 50 pupils. On Monday 9 January 1871, The Central Education Board took over the operation of the School, paying Mrs Dalziell £40 per year, and expecting the community to match this figure.

In 1872, the school was moved onto land between St Johns Street and 10th Avenue. Three further rooms were built and both Maori and European children were taught.

In 1880 a second site closer to town was purchased, on the corner of Harrington Street and Cameron Road, where the current Court House is situated. This No.2 school was built at a cost of £1,070.

In 1904, at a cost of 432 pounds, the No 2 School was moved to its current location and the No.1 school buildings were sold. The Tauranga District School and its roll continued to grow, and in 1920 the Junior school was relocated onto land bordering 5th and 6th Avenues. In 1958 Tauranga Boys' College was built, and the school was renamed Tauranga School.

Now, in the 21st Century, Tauranga Primary School is a learning environment where research based teaching practice provides high quality education for our students. The school grounds include modern classrooms, well-equipped library, technology suite, swimming pool, adventure playgrounds and school hall to support the teaching and learning programmes.



CONDITIONS OF ACCEPTANCE

It is Tauranga Primary School's policy that it will only enrol long term International Students who reside with their parents or a legal guardian. All students must have the appropriate medical insurance and student visa before enrolment can commence.

APPLICATION REQUIREMENTS

1. Enrolment Eligibility

Tauranga Primary School is able to offer placements for a number of international students. Each enrolment application will be considered on an individual basis, taking into account the school's existing student demand, class sizes and available resources.

2. Student Visa

- a) All International Students, whether previously enrolled at another school or not, must obtain a student visa to attend Tauranga Primary School. A student visa is particular to that student and that school. Tauranga Primary School must be named on the student visa.
- b) Students from visa waiver countries are eligible for a short-term visitors visa and may study for up to three months under this visa. However, for longer periods of tuition, they must obtain a student visa before the expiry of their visitor visa. To see if you are eligible for a short-term visitor visa please visit <http://glossary.immigration.govt.nz/VisaFreeCountries.htm>
- c) Passports of students and parents will be checked for immigration status and must be provided to Tauranga Primary School as required. (A photocopy of the passport and visa will also be taken prior to the commencement of any tuition.)

3. Student Details and Accommodations

International Student enrolment is subject to the parent living and continuing to live with the student in New Zealand. Tauranga Primary School must be provided with the personal details, full name, current address and telephone number, and accommodation situation of the student. Should a student be found not living with a parent, the school is required to notify the Immigration Service and the student visa may be revoked.

Tauranga Primary must also be provided with emergency contact details of a family member from their country of origin. Any changes in personal details, either in New Zealand or overseas, must be communicated to the school as soon as possible.

Homestay accommodation may also be organised by Tauranga Primary School for short term group students. Group students aged 10 years and above may reside in such organised accommodation arrangements. Group students under the age of 10 years must reside with a legal or biological parent within the same homestay residence.



4. Insurance

All International Students must have appropriate travel and medical insurance. Insurance cover must be translated in English for the school and must meet the minimal cover standards as outlined by the Code of Practice for the Pastoral Care of International Students. The guidelines for 'appropriate insurance' can be accessed on <http://www.nzqa.govt.nz/assets/Providers-and-partners/Guidelines-for-insurance-NZQA-2013.pdf>

Insurance in New Zealand may be terminated due to non-disclosure of personal details. Should, for any reason, the international student have insurance terminated, the student will be required to be absent from school until appropriate replacement insurance is obtained. International students without insurance are unable to be enrolled at Tauranga Primary School.

TERMINATION OF AGREEMENT

1. The school's responsibility for the student ends on their last day of enrolment.
2. Either party may terminate this agreement at any time upon 2 weeks' written notice being given to the other party. If the agreement is terminated, the **Fee Protection and Refund Policy** will apply.

COST OF TUITION

The current International Student School Fee for the school year will be NZ \$12,250 (including GST) per annum to be paid in advance of commencing tuition. Where the period of tuition is for less than one term, a higher weekly fee may be charged. This fee is inclusive of English tuition, stationery and any incidental costs associated with the school programmes. This fee does not cover the cost of the camp (Year 4,5 and 6 students), school uniform, sports teams, photos and other non-educational school based activities.

An administration fee of \$200 and a registration fee of \$285 (including GST) is charged to each student to assist with the initial enrolment process. A non-refundable **deposit** of \$1,000 (including GST) and the administration fee of \$285 is payable to secure a place at Tauranga Primary School.

REFUND CONDITIONS

Fee refunds

If a student withdraws from their course of study before the completion date, they may be eligible for a refund of tuition fees. The school will always investigate requests for a refund and act fairly. Refer to the **Fee Protection and Refund Policy**.

FEE PROTECTION

Fees paid by international students are secure and protected against the possibility of an interruption to the course. Our school's internal procedures to monitor income and expenditure ensure that money is controlled appropriately.

The conditions of the **Fee Protection and Refund Policy** must be accepted and signed before enrolment begins. The School holds sufficient reserves to be able to refund the Student's fees if the School is unable to provide, or continue, the course of tuition.

The Code of Practice for the Pastoral Care of International Students

When students from other countries come to study in New Zealand, it is important that those students are well informed, safe and properly cared for. New Zealand educational providers have an important responsibility for international students' welfare.

The Code of Practice is a document providing a framework for service delivery by educational providers and their agents to international students. The Code sets out the minimum standards of advice and care that are expected of educational providers with respect to international students. The Code applies to pastoral care and provision of information only, and not to academic standards.

The Code applies to all education providers in New Zealand with students enrolled on an international study visa. The Code is mandatory to these providers and must be signed by them. You can request a copy of the Code from your New Zealand educational provider. The Code is also available online from <http://www.education.govt.nz/ministry-of-education/legislation/regulations-to-support-international-students/#education>

The Code sets standards for educational providers to ensure that:

- High professional standards are maintained
- The recruitment of international students is undertaken in an ethical and responsible manner
- Information supplied to international students is comprehensive, accurate and up-to-date
- Students are provided with information prior to entering into any commitments
- Contractual dealings with international students are conducted in an ethical and responsible manner
- The particular needs of the international students are recognised
- International students under the age of 18 are in safe accommodation
- All providers have fair and equitable internal procedures for the resolution of international student grievances

How do I know if an educational provider has signed the Code?

The New Zealand Ministry of Education will maintain a registrar of all signatories to the Code. If the educational provider that you are seeking to enrol with is not a signatory to the Code, you will not be granted a student visa from the New Zealand Immigration Service and you will not be able to study at that institution.

INTERNATIONAL STUDENTS

What to do if you have a problem

Problems with school

| | |
|--|--|
| <ul style="list-style-type: none"> Talk to your classroom teacher | |
| <ul style="list-style-type: none"> Talk to Director of International Students | Cathy Ediker – Office - dp@tauranga.school.nz |
| <ul style="list-style-type: none"> Talk to Principal Talk to Agent | Mrs Fiona Hawes - principal@tauranga.school.nz |

Problems with enrolment

| | |
|---|--|
| <ul style="list-style-type: none"> Talk to Director of International Students Talk to Agent | Cathy Ediker – Office - dp@tauranga.school.nz |
| <ul style="list-style-type: none"> New Zealand Immigration Service | Phone 0508 855 8855 - www.immigration.govt.nz/contact |

Problems with health

| | |
|---|--|
| <ul style="list-style-type: none"> Talk to Director of International Students Talk to Agent | Cathy Ediker – Office - dp@tauranga.school.nz |
| <ul style="list-style-type: none"> See the public health nurse | Ask at the office for an appointment |

Problems with homestay – Group Students

| | |
|--|---|
| <ul style="list-style-type: none"> Talk to Director of International Students | Cathy Ediker - dp@tauranga.school.nz |
| <ul style="list-style-type: none"> Talk to Principal | Ask at the office to see Mrs Fiona Hawes |

If you have a complaint that can't be resolved at school, school can help you to contact NZQA about your problem. See your NZQA "How to make a complaint" brochure, and talk to the International Student Director.

If you have a complaint about Tauranga Primary School breaching the Education (Pastoral Care of International Students) Code of Practice 2016, follow Tauranga Primary School's format complaint process first. If this does not resolve your complaint, you can contact the New Zealand Qualification Authority (NZQA) by phone on 0800 697 296 or email gadrisk@nzqa.govt.nz Or, if it is a financial or contractual dispute, you can contact FairWay Resolution by phone on 0800 77 44 22. More information is available on the FairWay Resolution website:

<https://www.fairwayresolution.com/got-a-dispute/istudent-complaints>



How do I contact the New Zealand Qualification Authority

- **Contact by phone or post**

- **NZQA Call Centre is open Monday - Friday, 8.00 am - 5.00 pm**

| | |
|-------------------|--|
| Free phone in NZ: | 0800 697 296 |
| Telephone: | +64 (4) 463 3000 |
| Fax: | +64 (4) 463 3112 |
| Postal address: | PO Box 160 Wellington 6140 New Zealand |

A copy of the International Student Contract Dispute Resolution Scheme may be accessed at: <http://www.education.govt.nz/assets/Documents/Ministry/consultations/Draft-International-Student-Contract-Dispute-Resolution.pdf>

Quality Assurance

The school is signatory to the *Education (Pastoral Care of International Students) (Code of Practice 2016)* (the code) established under section 238F of the Education Act 1989. The school has attested that it complies with all aspects of the code.

At the time of this review there were thirteen international students attending the school.

The school has comprehensive systems and processes to support the wellbeing and learning of international students. Students' cultures are valued through the inclusive learning environments. Induction and orientation for students and parents is well considered to promote their positive involvement in school activities. There are effective systems for identifying and responding to individual learning needs, including regular access to English language learning programmes.

Education Review Office 2019



Cathy Ediker
Deputy Principal
International Student Director
dp@tauranga.school.nz

School Hours

| | |
|--|---|
| 8:30 – 8:45 am | Playground Open & Road Patrol (Cameron Rd) |
| 8:50 – 10:00 am <i>10:00 – 10:20 am</i> | Learning Block 1 <i>Morning Tea</i> |
| 10:20 – 11:30 am <i>11:30 – 11:40 am</i> | Learning Block 2 <i>Brain Break</i> |
| 11:40 – 12:50 pm <i>12:50 – 1:45 pm</i> | Learning Block 3 <i>Lunch Time</i> |
| 1:45 – 3:00 pm | Learning Block 4 |
| 2.50pm 3:00 pm | Students in Year 1 and 2 can be collected from their class <i>Classes end for all students</i> |

Note: School does not close early in wet weather, or on the last day of terms except for the last day of Term 4 (December).

PLEASE NOTE: No child is permitted to leave the school grounds during school time or the lunch hour unless collected by a parent/caregiver. Children leaving school during the day must be signed out and back again at the office.

It is desirable that children arrive at school between **8:30am** and **8:40 am**. This enables them to deposit school bags in the cloak bay, and provides for a well-organised start to the day at **8:50am**.

All children who walk home should be home by 3:30pm at the latest. Children are not detained for any reason after school. However, some school sports practices may occur at this time.

All children should be collected by 3:10pm at the latest, any children remaining after this time need to wait in the office for collection. No supervision is provided after 3:15pm, as teachers have other commitments after that time, and the office is closed at 3:30pm.

OFFICE HOURS 8:30AM - 3:30PM
Phone: 578 6222



2020 TERM DATES

School Office Open: 28th January – 31st February

Term 1:

Monday 3rd February – Thursday 9th April 10 weeks

Waitangi Day - 6 February (School Closed)

Teacher Only Day - 13th March

Easter Friday - 10th April (School Closed)

Term 2:

Tuesday 28th April – Friday 3rd July 10 weeks

Anzac Day – 27th April (School Closed)

Queen's Birthday - 1st June (School Closed)

Teacher Only Day - 15th May (School Closed)

Term 3:

Monday 20th July – Friday 25th September 10 weeks

Teacher Only Day - 21st August (School Closed)

Term 4:

Monday 12th October - Tuesday 15th December 10 weeks

Labour Day - 26th October (School Closed)



General Information

NZ SCHOOL SYSTEM

| Basic Education in New Zealand | | |
|--------------------------------|-----------------------|---------------|
| Schooling Level | Years/Grades | Age |
| Early Childhood | Pre-school | Birth-5 years |
| Primary school | Years 1-8 | 5-13 |
| Intermediate school | Years 7-8 | 11-13 |
| Secondary school | Years 7-13 | 11-17 or 18 |
| Tertiary | University or Similar | 17 onwards |

Early childhood

Early childhood education provides education and care for children before they are old enough to go to school.

New Zealand has more than 4000 licensed early childhood education services available, including kindergartens, childcare centres, play centres, home-based care and playgroups.

Primary Schools

Primary school students study subjects guided by New Zealand National Curriculum: English, the arts, health and physical education, languages, mathematics and statistics, science, social sciences and technology.

Students' abilities in reading, writing and maths are regularly assessed against expectations for their age level, as set out in the New Zealand Curriculum.

Intermediate schools

Intermediate schools are a bridge between primary school and secondary school. Primary education starts at Year 1 and continues through to Year 8. Years 7 and 8 are offered either at a primary school or at a separate intermediate school.

Secondary Schools

New Zealand has three types of secondary schools:

- state schools, where 85% of Kiwi children go
- state-integrated schools, which may be run by a religious faith or use specialist teaching methods
- private schools.

Students at secondary schools - also known as high schools or colleges - work towards the National Certificate of Educational Achievement (NCEA). Secondary schools also offer some vocational subjects, such as tourism and computing.

Tertiary Education

New Zealand has eight state-funded universities, 16 Institutes of Technology and Polytechnics (ITPs) and about 550 Private Training Establishments (PTEs), which include English language schools.

Choose the type of institution that's best for your career path:

- Universities offer higher degree-level education. Programmes are research-led and generally academic rather than vocational. In the 2015/16 QS World University Rankings, all eight of New Zealand's universities were in the top 100 in at least one subject.
- ITPs and a few larger PTEs offer vocational degree-level education.
- PTEs tend to offer specific vocational programmes, mainly at certificate and diploma level.



Visit this website for more information.

<https://www.studyinnewzealand.govt.nz/why-nz/education-system>

Behaviour Management at Tauranga Primary School

- The TPS Way -

To keep our students mindful of The TPS Way and thus to keep our school a safe place where everyone can learn we do the following things.

As staff of TPS we have a collective responsibility for all our students.

- We understand that everyone is a learner and we are all learning new skills and strategies, so that we can make meaning of our world and be a positive contributor.
- It is our professional responsibility to coach positive strategies and skills to manage challenging behaviour.
- We teach, model and refer to The TPS Way (our school wide expectations) frequently in the course of our teaching and learning programmes.
- We provide praise for:
 - Practising new learning (behaviour and academic based).
 - Accomplishing new learning, following the TPS Way and meeting goals.
- We talk to students with respect
- We encourage a Growth Mindset e.g. you haven't learned that **YET**; we praise effort and strategy use, recognising that mistakes are an opportunity to learn.

When We Follow The TPS Way

We are becoming a great future citizen of the world. We will:

- Feel good because we have made a positive contribution to school life.
- Receive verbal praise, from our peers and/or from adults.
- Receive non-verbal reinforcement – smile, wink, high five, hand shake.
- Feel happy and safe
- Make friends, and enjoy our time at school.

When we don't Follow The TPS Way

We need to understand and explain how our actions have affected others.

- We may have to have "Time Out" to think about the consequences of our actions or to "cool off".
- We may need to apologise to others affected by our actions.
- We need to understand what other choices we had in the situation.
- We may need coaching and help to learn how to make positive choices when faced with a challenge.
- We may need more support and practise in how to follow the TPS Way.

If our actions are more serious we may need:

- To repair relationships and have time out of the playground
- The school to contact parents to discuss and help resolve issues
- To attend a meeting at school with parents, so that we can work out an individual behaviour plan
- Extra support from school and home
- The involvement of external agencies such as the Resource Teacher Learning and Behaviour service.
- To be stood down or suspended from school

HOME/SCHOOL COMMUNICATION

The school places an emphasis on building good home and school relationships. We believe that when working in partnership with parents we can make the greatest impact on student outcomes.

The school has an 'open' policy towards parents who are welcome to visit school and discuss concerns with the staff. All we ask is that you make an appointment.

Any concern about children at school is our business and concern, no matter how 'trivial' it may appear. If you have a concern please first discuss it with the child's teacher. If you need to take the matter further, please then see the senior teacher in charge of the syndicate, the Deputy Principal and then the Principal (in that order).

ABSENCES

An explanation is required from a parent / caregiver whenever their child is absent from school.

To report an absence parents/caregivers can

- send an **email** via our website: www.tauranga.school.nz or
- **phone** the Absence line on our school phone: **578 6222** (option #2), or
- **text** our school mobile: **0274 187 182**.

The information will be relayed to the class teacher.

If no notification has been received, parents/caregivers will either receive an automated text message or a phone call as a reminder.

If you wish to take your children on an extended holiday during term time, then it is a Ministry of Education requirement that you write to the principal prior to the holiday, seeking permission to remove them from school.

ADDITIONAL OPPORTUNITIES FOR STUDENTS

A variety of opportunities are available for those children with specific learning needs and/or abilities. For example:

Future Problem Solving

Resource Teacher Literacy

Perceptual Motor Programme

Sport Leaders

Kapa Haka

House Leaders

School Musical (every 3 years)

International Competitions and Assessments for Schools (ICAS)

Reading Recovery

English as a Second Language

Choir / School Band

Class councillors

Movie Makers group

Librarians

Sport Teams

AFTER SCHOOL

Year 1 and 2 students can be collected from 2.50pm, this is to ease the traffic congestion around our school. The final school bell goes at 3pm. There is always congestion around the school gate, please obey road rules and do not double park or park on yellow lines. This is dangerous, not only to your child but to other school children. Please use the crossings and do not encourage your child to run across the road to meet you. Children are not allowed to play on the playground until they have been picked up, so that parents can supervise their play.

Any children not collected by 3:10 must come to the office and wait there for their parents. If you know you may be late or if you are caught up in traffic, please phone the office. Parents/caregivers of any children still at school by 3:15 will be contacted.

ESOL

All international students are provided additional ESOL tuition, which focuses on accelerating their English language acquisition. The children will be regularly withdrawn in small groups from their classes for English lessons. Children sometimes miss out on their ESOL lesson due to class events, where they are unable to be excused.

EMERGENCY CONTACTS

In NZ **dial 111** for any emergency service such as police, ambulance or fire engine.

If the situation is not life threatening, please use the contact numbers below:

Police: 07 577 4300

**Tauranga Central Police Station
Monmouth Street**

We ask that in the event of an emergency that families also let the International Student Director know, so that the school is able to support families as required.

For healthcare services you may visit:



**Tauranga Hospital
829 Cameron Road
Phone: 07 579 8000**

Tauranga Hospital has a 24 hour Accident and Emergency department. Please note that waiting times are very long in the A&E department.

In NZ people generally locate a doctor close to their homes to visit if they are feeling unwell. However, international students and their families find that this is not possible for them, as they do not have a visa that lasts for two years. Most international student families from Tauranga Primary School use the 2nd Avenue Health Centre as a 'walk in' service. However, international families must pay for this service and claim back any expenses from their medical insurance provider.



2nd Avenue Health Centre

**19 Second Ave
Tauranga
Phone: 07 577 0100 – Medical
07 571 1230 - Dental**

Please note that the medical centre is open 7 days from 8am to 9pm. Outside of these hours please visit Tauranga Hospital.

TAURANGA PRIMARY SCHOOL EMERGENCY PROCEDURES

Tauranga Primary School has several procedures in place, so that the school is able to respond to a range of incidents, such as earthquakes, floods, etc.

Each class has an 'Emergency Procedures' booklet, which you are welcome to view.

If children need to be collected by parents due to any critical incident, the school will contact you by phone or email. Children are to be collected from their classroom. The class teacher will release the student upon contact from parents or legal guardians.

In the case of a bomb threat, the school will evacuate to Memorial Park and children can be collected from class teachers by an appropriate adult.



HOUSES

The House system builds our school culture and encourages a sense of team and healthy competition. We have several House Spirit days during the year, where students are encouraged to wear the colour of their house to school.

Takitimu (Blue)



Takitimu was a sacred waka that sailed through the Pacific as part of the 7 canoe migration to Aotearoa. Takitimu was led by Tamatea, and first landed up north before coming to Tauranga. Tamatea chose to stay here in Tauranga and is buried on Mauao.

Puriri (Red)



Puriri is a native evergreen tree. TPS has two Puriri trees on site. With one of the two trees planted on the 12 May 1937 by the Tauranga District High School Principal, Mr A Bell and Head Prefects Lyn Christian and Gordon Riggir to commemorate the coronation of King George 6.

Huria (Yellow)



Huria is the local Marae affiliated to Tauranga Primary School. Dr Maharaia Winiata, a prominent Māori leader, from Huria, was a past student of Tauranga Primary School.

Mauao (Green).



Mauao is an extinct volcanic cone at the end of a peninsula and the town of Mount Maunganui, by the eastern entrance to the Tauranga Harbour in New Zealand. Mauao is our mountain.



LIBRARY

The library books are to be enjoyed. We like children to take them home but ask that you see they are well cared for. Damage and losses are costly, and we require parents to pay where books are lost or abused. Classes are taken to the school library regularly to learn library skills, and select books to take home to read.

LOST PROPERTY

On the Junior site, outside Room 12, lost property items are displayed, and outside the Caretakers room on the senior site. Please remind your children to check these regularly, and you may also want to check yourself from time to time.

Any unclaimed, unnamed uniform items will be washed and re-sold by the school after the end of each term.

LUNCHES

We encourage packed lunches from home to include healthy eating choices, as we know this supports optimum learning in the classroom. We have three opportunities for children to eat in the day (morning tea, fruit break and lunchtime). Please only send **water** to school in drink bottles, and save juice for treats at home. Juice and fizzy drinks will be held by the teacher and returned home at the end of the day. There are drinking fountains at school, should your child forget their drink bottle.

MEDICAL

Accidents and illnesses of a minor nature are treated at school. Our policy is to contact parents / guardians to take home children who are too ill to return to the classroom. Serious head clashes / injuries will be reported to the parents / caregivers concerned.

If a child needs to take medication please fill in the Administration of Medication form (available from the office or on our website) and hand it, along with the medicine, to the office. A fridge is available to keep the medication cool.

Our Administration Staff try their best to ensure all children requiring medicine receive it, but they cannot be held responsible for any missed. We suggest that a note is put in the child's lunch box to remind them to come for their medicine.

We do have Pamol available on site to administer but this will only be given with parental permission.

MINDFULNESS

All of our classes practice Mindfulness. Mindfulness was researched and designed by the Mental Health Foundation of NZ. It is a programme that develops skills and dispositions that help us to pay attention to the present, be able to focus on what is important, and utilise positive strategies to cope with life's ups and downs. Mindfulness is a quiet time where children focus on their breathing, and pay attention to what is presently occurring, with kindness and curiosity.

MONEY AT SCHOOL

Children are not encouraged to have money at school but if they do have to bring some, it must be in a sealed envelope and handed to the teacher for safekeeping.



NOTICES

When a notice is sent home requesting payment for sports teams, etc. we ask that money is paid online via the School Shop, or be sent to school in an envelope with the child's name, room number and details of what the payment is for. Please also enclose any return slips and return to school as soon as possible. The teacher will put it in the class moneybag, which is then sent to the office.

Accounts can be paid direct via our School Shop – to register follow the link on the school website - or by EFTPOS at the office.

NEWSLETTERS

Newsletters are fortnightly, on a Wednesday, and are emailed out to all TPS families and put on the school website. Any families without an email address can collect a newsletter from the office.

Important dates, for the coming weeks, are also included in each newsletter. Other notices are also put onto our website in case you have lost a notice, or spare copies are available from the office.

PARKING / ROAD SAFETY / ROAD PATROL

When visiting the school for any reason Arundel Street, 5th Avenue and 6th Avenue are the safest parking places, but please be aware of restricted time parking on 5th & 6th Avenues. 5th Avenue, on the opposite side of Cameron Road, guarantees a park. The school crossing on Cameron Road is patrolled from 8.30-8.45am each morning, and a teacher is on duty to supervise the crossing after school.

Parents who use 5th Avenue when bringing their children to school are requested to continue along 5th Avenue after dropping off or collecting children, rather than undertaking 'U' turns.

Please park your car away from the school entrances, yellow lines and disabled parking space. No parking is permitted on the grass, as it is dangerous for children walking in between the cars.

Drivers must not get out of their cars if using the 5 minute drop off & pick up zones in Arundel Street, 5th and 6th Avenues. Tauranga Council staff regularly patrol these areas and issue tickets.

When collecting your children please do not call to them from across the road. We have crossing points and we expect children to observe the road safety rules and put them into practise. As concerned parents we ask you to actively support road safety rules.

Our Concern Is For Your Child's Safety

PARENT HELPERS

We have a strong belief that it takes a whole community to educate our children. Learning happens at any time, in any place and from anyone. We value parents as partners in learning. Strong engagement and contributions from families and whanau can only result in positive outcomes, both academically and socially, for our learners. There are many ways you can be involved in our school:

| | | |
|------------------------------|------------------|-----------------------|
| Parent help in the class | School trips | Camps (years 4,5 & 6) |
| Library assistance | Volunteer Reader | Board of Trustees |
| Friends of the School (FOTS) | Sausage sizzles | Disco |
| Sport coaching | Special projects | |

SPORTS (Out of School)

The following out-of-school sports teams are organised by the school (depending on numbers) for children in Year 3 and upward:

Touch Rugby
Flippaball
Miniball
Cricket

Volleyball
Netball
Hockey
Softball

Other sports are organised by clubs or community organisations, e.g. Football (Soccer) and Rugby.

SWIMMING

Children are expected to take part in the school's aquatic programme that aims to develop confidence in the water, water survival techniques, and progress in swimming proficiency. All children are expected to participate unless a note with a valid reason is received from parents / caregivers.

TOYS

We do not encourage children to bring toys (including collectable cards) to school. No responsibility will be taken for toys - expensive or otherwise.

UNIFORM





Please ensure that all garments and other belongings are named. It is much easier to find the owner of misplaced clothing if it is named. All children must wear the agreed school uniform items.

During Terms 1 and 4 sunhats must be worn at all times when children are outside. Jewellery is not allowed other than watches, Taonga and plain ear studs.

The school uniform is available for purchase from our school office.



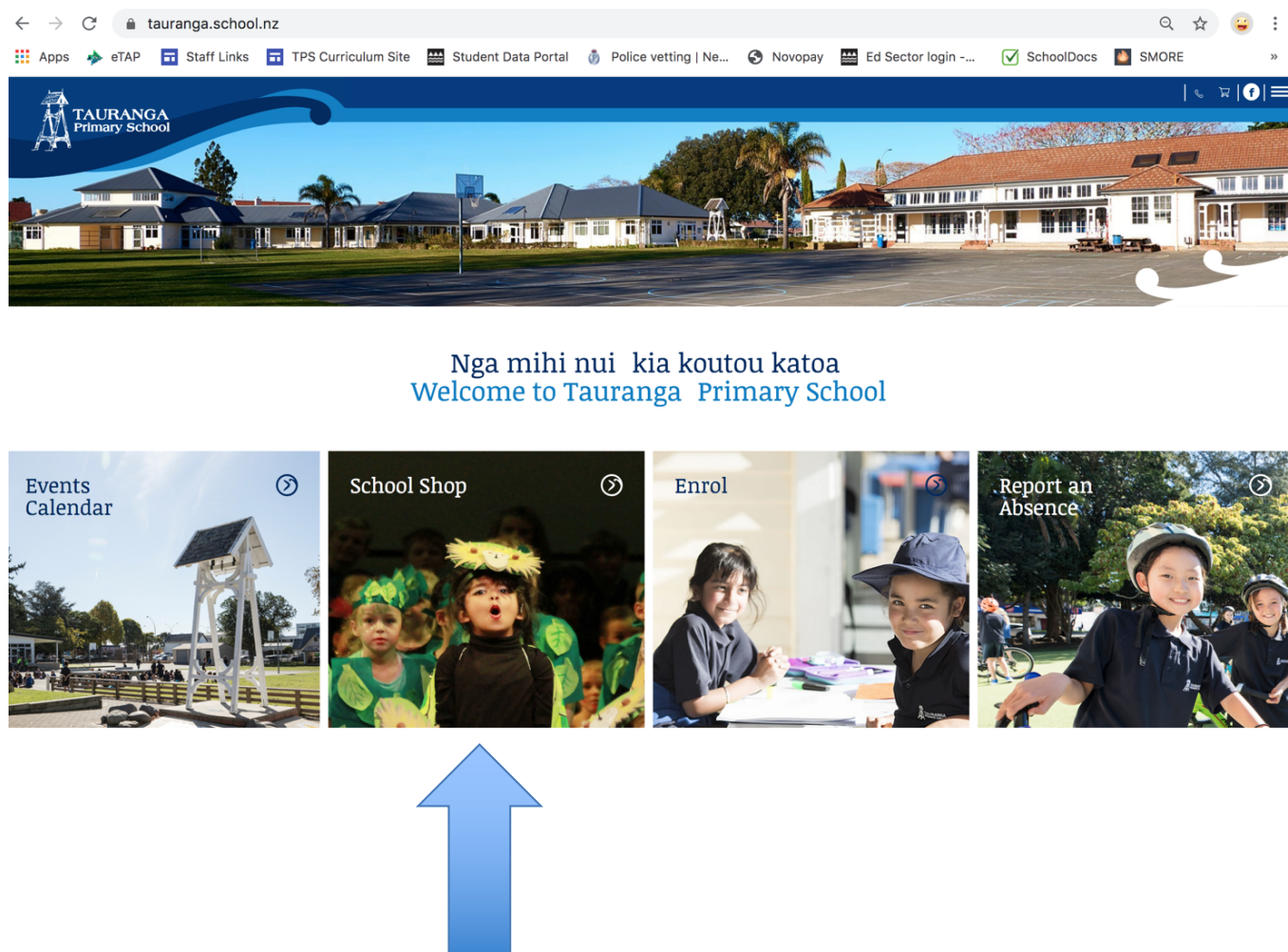
Tauranga Primary School Uniform

| | | |
|---|---|----------------|
| TPS Polo |  | \$32 |
| Short |  | \$30 |
| Skort |  | \$36 |
| Fleece |  | \$50 |
| Beanie <i>Optional item</i> |  | \$12 |
| House T-shirt <i>Optional item</i> | <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="background-color: red; color: white; padding: 5px 10px;">Puriri</div> <div style="background-color: yellow; color: black; padding: 5px 10px;">Huria</div> <div style="background-color: green; color: white; padding: 5px 10px;">Mauao</div> <div style="background-color: blue; color: white; padding: 5px 10px;">Takitimu</div> </div> | \$16 |
| TPS Sport T-shirt <small>Only required if playing in a TPS sport team</small> |  | \$26.50 |
| TPS Jacket <i>Optional item</i> <small>Taslon 100% Polyester, with fleece lining</small> |  | \$65 |

Plain navy tracksuit pants can also be worn in winter as uniform – these are not sold via the school shop.

Plain Navy bucket or wide brim hats are compulsory items in Terms 1 and 4.

School payments through School Shop



SCHOOL SHOP - this is our preferred method of payment for your child's school expenses, including sports fees and sausage sizzles, Frosty Fridays, Donuts, Camps Year 4,5,6. We encourage you to set up your family account today. You will be able to view fees, make payments, obtain receipts, register for sports teams, support fundraisers and complete permission forms.

Just click on the School Shop link on the school website (www.tauranga.school.nz) to set up your account using the email address you have provided the school.

For any technical queries, please call 0508 454636.

For account queries please contact the school office. office@tauranga.school.nz