

# Orewa Primary School



**“Where Everybody Is Somebody”  
“He Tangata Ia Tangata”**

## Information & Expectations 2023

# Contact Details

86 Maire Road  
Orewa, 0931

Phone: 09 426-5548

Email: [admin@orewaprimary.school.nz](mailto:admin@orewaprimary.school.nz)

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

The school office is open from 8.15am until 3.15pm each school day. All enquiries are made to the office.

Telephone 426-5548

# THE BOARD OF TRUSTEES

Presiding Member	Mrs Kerry Gower
Treasurer	Mrs Stephanie Pickering
Members	Mrs Margaret Browne
	Mrs Bronwyn Bradley
	Mrs Alison Sykora
	Mrs Anne Heath (Staff Representative)
Principal	Mrs Claire Janes

Board of Trustee elections take place every three years in April.

## STAFF DIRECTORY 2023

Principal		Mrs Claire Janes
Deputy Principal		Mrs Anne Heath
Year 0	Room 1	Mrs Lauren Van Noordwyk
Year 1	Room 2	Mrs Cherise Patsaloavis-Crerar/
Year 1	Room 3	Mrs Bev Davies
Year 1	Room 4	Mrs Karen Bessone
Year 2	Room 5	Miss Imogen Williams
Year 2	Room 6	Mrs Ana Paterson
Year 2	Room 7	Mrs Jes Moratti / Miss Ashleigh Valentine
Year 2/3	Room 8	Mrs Michelle Middleton
Year 3	Room 9	Miss Ella Drinnan
Year 3	Room 10	Mrs Darlene Lee
Year 3	Room 11	Mrs Julie Cooney
Year 3/4	Room 12	Mrs Sam Godfrey
Year 4	Room 13	Ms Bridget O'Dea
Year 4	Room 14	Miss Leanne Flintoff
Year 5	Room 15	Mrs Rachel Elder
Year 5	Room 16	Mrs Sharon Mangino
Year 5	Room 17	Mrs Nicola Smits
Year 6	Room 18	Mrs Angelique de Jong
Year 6	Room 19	Mrs Chanelle Probett
Year 6	Room 20	Mr Andrew Ellis
RT Literacy		Mrs Diana Bassick
Office Administrator		Mrs Debbie Hicks
Accounts Clerk		Mrs Maree Blomquist
Library		Mrs Jocelyn Ogilvie
Caretaker		Mr Barry Smith

# **TERM DATES - 2023**

<b>Term 1</b>	Tuesday 7 <sup>th</sup> February to 6 <sup>th</sup> April
<b>Term 2</b>	Monday 24 <sup>th</sup> April to 30 <sup>th</sup> June
<b>Term 3</b>	Monday 17 <sup>th</sup> July to 22 <sup>nd</sup> September
<b>Term 4</b>	Monday 9 <sup>th</sup> October to 15 <sup>th</sup> December

Waitangi Day                      Monday 6<sup>th</sup> February

Good Friday	Friday 7 <sup>th</sup> April
Easter Monday	Monday 10 <sup>th</sup> April
Easter Tuesday	Tuesday 11 <sup>th</sup> April
Anzac Day	Tuesday 25 <sup>th</sup> April
King's Birthday	Monday 5 <sup>th</sup> June
Matariki	Friday 14 <sup>th</sup> July
Labour Day	Monday 23 <sup>rd</sup> October

## **AFTER SCHOOL CARE**

Kelly Club provide before and after school care Monday to Friday on site in the school hall. Programmes are also available during school holidays. Further information can be obtained from the school office.

## **ASSEMBLIES**

Assemblies are held once or twice a term to celebrate success and share the outcomes of special programmes or events. These are notified through the school newsletter.

## **ATTENDANCE**

The first step to finding success at school is attendance.

If a student is unable to attend school, parents should notify the school office before 9.15am by either the school app or calling 09 426-5548 or email: admin@orewaprimary.school.nz

We encourage our parents to use the School App for all absentees and include a reason for the absence. It is important to remember that if your child is absent from school to notify the school or your child may be marked truant.

If a student arrives late to school, they must report to the office when they arrive.

If a student is required to leave early, please notify the teacher and parents must sign their child out before leaving the school at the office.

## **BELL TIMES**

8.30am	Entry to school
9.00am	Start of school
10.40am	Start of Morning break
11.00am	End of Morning break
12.40pm	Start of lunch break
1.10pm	Lunch eating
1.20pm	End of lunch break
2.55pm	End of School Day

## **BICYCLES**

The School encourages safe cycling practices and we expect that only children 8 years old and over ride to school. Helmets are compulsory for all cyclists. This also applies to those students riding scooters.

## **BOOK CLUB**

Twice per term Scholastic Book club brochures are sent home with children. The books are ordered online only. There is no obligation to buy these books but they are realistically priced and cater for all ages and abilities. The school does not receive any sales profit.

## **BUSES**

Bayes Transport provides a bus service to and from school. Departs Hatfields Beach at 8.20am. Departs Orewa Primary school at 3.00pm.

Details of the bus route and cost are available from the school office.

## **CELL PHONES**

It is not necessary for students to have cell phones at this school. Any student who needs a cell phone for after school use can leave it with their teacher or at the school office during school hours.

## **CHILDREN ARRIVING EARLY**

We discourage early arrival at school. Children who do arrive before 8.30am are required to wait at the school gates until the bell rings.

## **COMPLAINTS**

Should you have a complaint or query concerning your child, first contact your child's teacher. All other complaints or queries should be directed to the Deputy Principal or Principal. A copy of the Complaints Policy can be obtained from the office.

## **DENTAL CLINIC**

A mobile Dental Clinic will visit the school on a regular basis. These visits will be advertised in the newsletter. The Dental Nurse can be contacted at Silverdale Dental Clinic 09 426-8470.

## **HATS**

It is compulsory for children to wear hats outside during Terms One and Four. A hat is part of the compulsory school uniform and is designed to offer the greatest protection from the sun without getting in the way when playing. We encourage students to wear the hat outside at all times.

## **HEARING/VISION TESTING**

Hearing and vision tests are carried out on a regular basis by the regional health authority. These visits are recorded in the weekly newsletter.

## **HOMEWORK**

If for some reason your child is unable to complete the homework or you would like to know more about the homework please contact your child's teacher.

## **NEWSLETTERS & SCHOOL APP**

Newsletters are emailed out on the first day of each week.

We encourage all our parents to download our school app 'SchoolAppsNZ'

This App is our main source of communicating to all parents with all alerts, newsletters, important dates etc.

Please use this App for all absentees and include a reason for the absence.

It is important to remember that if your child is absent from school to notify the school or your child may be marked truant.

## **PARENT GROUP (PTA)**

This organisation exists to enhance the spirit of co-operation between parents, teachers and the community. This committee of parents and community friends meet twice per term to organise fund-raising activities such as fortnightly sausage sizzles.

## **POLICIES**

The school has policies to cover a wide variety of administrative details and to ensure statutory compliance. These are reviewed regularly. .

Visit the website <http://schooldocs.co.nz> and search for Orewa Primary.

Username: orewaprimary Password: success

## **REPORTING TO PARENTS**

Reports are sent to parents toward the end of Term 4. Parents are invited to a three way conference involving the teacher and the student early in the year and at midyear.

## **ROAD PATROL**

The school monitors the Maire Road crossing outside the school from 8.30am – 9.00am and from 2.55pm – 3.10pm.

## **SCHOOL CONTRIBUTION**

These are set by the Board of Trustees and can be paid per term or per year.

They are: 1 child \$35 per term or \$140 per year.

2 or more children \$50 per term or \$200 per year.

## **SCHOOL PAYMENTS**

Working together with Kindo and ezlunch, our School offers you a simple and quick way to view and pay for items, order lunches, support fundraisers, purchase event tickets and complete registrations.

This is our **preferred method of payment** and we encourage you to set-up your myKindo account today. You can pay via POLi or bank transfer (no fees) or with Visa, Mastercard, American Express, UnionPay (fees apply). Add regular top-ups if you'd like, then allocate to payments when you're ready, or just pay as you go.

Go to [www.mykindo.co.nz](http://www.mykindo.co.nz) or via the link on our school website.

All you need is your email address which matches the one held by the school. For more information visit [support.mykindo.co.nz](http://support.mykindo.co.nz)

## **STATIONERY**

To make going Back to School easy for you, we have teamed up with OfficeMax MySchool to have our stationery lists loaded on to [myschool.co.nz](http://myschool.co.nz) We've found this is the easiest way for you to purchase your child's stationery. Simply search for our school (Orewa School), select your child's class and follow the instructions on the website.

## **SUPERVISION BEFORE AND AFTER SCHOOL**

Children are supervised from 8.30am until school finishes at 2.55pm. Bus children remain supervised until their bus leaves. For safety reasons, parents should pick up children no later than 3.15pm as there is limited supervision after this time.

## **TOYS AT SCHOOL**

The school does not accept any responsibility for toys brought to school and discourages children from bringing them.

## **UNIFORM**

The school uniform is compulsory. Navy socks, black shoes / sandals are to be worn as part of the uniform. Hair accessories, ribbons, ties are to be navy blue, burgundy, sand or black. New students to the school will receive an order form when enrolling their child at the school. Watches and stud earrings can be worn.

## **VISITORS**

All visitors to the school must sign in at the office upon arriving at school and sign out when leaving.

## **WALKING SCHOOL BUS**

Walking school buses run from Roberta Crescent and Maygrove. Information available from the school office.