



Dear Parents,

Welcome to Fairhaven School.

Our school philosophy hinges on two key parts;
Dream, Strive, Achieve, and Kotahitanga.

The first serves to inspire pupils, staff and whanau to aim for excellence. The second serves to guide how we relate to others – to be united. Both are more than words, they intertwine through all we do. Ideals we value, and which are the foundation of who we are. We believe education is more than academic achievement, it is also social and emotional development.

We want pupils and families to feel welcome, valued and challenged. Challenged to do and be their best. Challenged to work as a team and develop as individuals.

We hope you will not only enjoy your time at Fairhaven, but also feel an integral part of our school.

Kind Regards,

Paul Hunt
Principal

Fairhaven School where:

*Dreams are nurtured, striving is encouraged,
achievements are celebrated & Kotahitanga valued.*



What makes Fairhaven School a great place to learn and grow?

- ★ Caring, Supportive, Experienced & Dedicated Staff
- ★ Low Class Numbers
- ★ Modern Learning Environments
- ★ A wide variety of extra curricula activities and experiences to develop your child's confidence and self-esteem
- ★ The use of technologies to assist with learning including ipads and computers in every classroom, and class sets of portable laptops
- ★ Great facilities — Heated Swimming Pool, Hall, Large Fields, Library
- ★ Specialised opportunity to learn in a Maori medium environment
- ★ Silver Award Health Promoting School
- ★ Sunsmart School



Our Curriculum



The following curriculum areas are taught at Fairhaven School:

- English
 - Oral Language:
 - Listening & Speaking
 - Written Language:
 - Reading & Writing
 - Visual Language:
 - Viewing & Presenting
- Mathematics & Statistics
- Arts – Visual, drama, music, dance.
- Health & Physical Education
- Science
- Social Sciences
- Learning Languages – Taha Maori
- Technology (includes Computers and ICT)

The New Zealand Curriculum

Vision, Values, Key Competencies, Learning Areas and Principles have all been aligned with the two main parts of our school philosophy: 'Dream, Strive, Achieve' and Kotahitanga.

All classroom programmes follow the National Curriculum and National Standards Guidelines.

Home learning

Varies from class to class. Your child's teacher will inform you of home learning requirements.

Toitōi Manawa o Fairhaven - Maori Medium Immersion

Toitōi Manawa is the name of the newly established bilingual unit at Fairhaven School. In 2016 we have three Māori-medium immersion classes operating at Level 2 (with at least 50% in te reo Māori) and catering for year levels 1-6.

We teach, learn and assess using the Ministry of Education Māori curriculum documents: Te Marautanga o Aotearoa and Ngā Whanaketanga. Our aim is to increase the students knowledge of te reo me onā tikanga Māori.

Kaupapa (Our purpose):

- Encouraging whānaungatanga (*a sense of family connection and belonging*).
- Inspiring children to succeed and be confident in who they are, and where they come from.
- Promoting learning within a Māori context.

Marau-a-kura (Our localised curriculum):

Whai Whakaaro, Whai Mana, Whai Kaha
(*Be Respectful, Be Responsible, Be Resilient*)
Whakatinana nga Wawatā
Whakamau nga Pumanawa
Whakahihiko nga Tipuranga
(*Dream, Strive, Achieve*)

Kotahitanga

Extra Curricula activities



The Arts and Languages:

Kapa Haka
Indian Dance
Pacific Dance
Hip Hop
Jump Jam
Productions
Cultural Festival
Music
Singing—Choir
Japanese Language Lessons
Te Reo Maori
Book Week
Murals
School Magazine
Speeches
Maori Medium Immersion
classes Year 1-6

Learning and Leadership:

Young Leaders
Peer Mediators
Road Patrol
Librarians
Bus Monitors
Young Einstein's
MADE Awards

Sports:

Basketball
Netball
Flipperball
Gym Sport
Te Puke Cluster and
Regional Events
7's Rugby
Netball
Soccer
Hockey
Rippa Rugby
Box Fit



Positive Behaviour for Learning - PB4L

At Fairhaven School we foster and teach children the values of:

Respect, Responsibility and Resilience

Children are taught how they are expected to behave in a variety of settings.



The official launch of our Fairhaven School Positive Behaviour for Learning Values

Expectations	All Settings	Classroom
Be Respectful	<i>I speak politely and appropriately to all people.</i> <i>I keep my hands and feet to myself.</i> <i>I follow instructions.</i> <i>I walk sensibly through doors</i>	<i>I put equipment and materials in correct places.</i>
Be Responsible	<i>I put my rubbish in the bin.</i> <i>I listen and follow instructions.</i> <i>I put things where they belong.</i> <i>I am responsible for my own behaviour.</i>	<i>I am prepared to learn.</i> <i>Be responsible for my learning.</i>
Be Resilient	<i>I take all opportunities offered.</i> <i>I persevere and take responsibility for my next learning steps.</i> <i>I use my WIT's.</i> <i>I can help solve problems and make choices when I am stuck.</i>	<i>I take risks.</i> <i>I ask for help when needed.</i> <i>I make good relationships.</i> <i>I take learning risks.</i> <i>I show perseverance.</i> <i>I make an effort to know my next learning steps.</i>

The Enrolment Procedure



PROCEDURE

Enrolment documentation can be collected from the school office. Proof of date of birth and immunisation certificate or 'Well Child' book required. Passports will be required for non-NZ citizens. Parents/caregivers meet with the Principal or Deputy Principal at the time of enrolment.

ENROLMENT VISITS

'Fours at Fairhaven' is held each week on Thursdays for children who will be attending Fairhaven School as New Entrants, starting week 2, for children and parents/caregivers. We encourage children to have up to 10 sessions before starting school. Your child will have 2 independent school sessions on Wednesday morning from 9am to 11am in the classroom.

NEW ENTRANT CLASSES

We like to keep our NE classes to 15 pupils or less. This enables the teacher to focus on the individuals and ensure they get the best start that they can. When a class reaches 15 we start a new NE class. We start 3 to 4 NE classes during the year. The same teacher stays with the class all year. During the first year the focus is on laying the foundation for future learning. Good communication between home and school is essential so that we can both support each other. To plan your child's transition to Fairhaven School, please see our separate flyer.

ENROLMENT SCHEME

Fairhaven school has an enrolment scheme in place. Please inquire at the school office for more information about our school zone and out of school zone enrolments.



General Information

TEACHING STAFF and EMAIL CONTACT

Principal: Paul Hunt
Deputy Principal/SENCO: Lynn Lethbridge
Deputy Principal Year 1-3: Vicki Hiini
Deputy Principal Year 4-6: Sandra Cross

principal@fairhaven.school.nz
lynn.lethbridge@fairhaven.school.nz
vicki.hiini@fairhaven.school.nz
sandra.cross@fairhaven.school.nz

Totara Pod:

Room 6, Year 5 & 6 Liz Logan - Pod Leader
Room 5, Year 5 & 6 Son Tran
Room 4, Year 5 & 6 David Scown
Room 3, Year 5 & 6 Gert Smith

liz.logan@fairhaven.school.nz
son.tran@fairhaven.school.nz
david.scown@fairhaven.school.nz
gert.smith@fairhaven.school.nz

Rata Pod:

Room 21, Year 3&4 Delwyn Weaver - Pod Leader
Room 22, Year 3&4 Trish Hunt
Room 13, Year 3&4 Jeanette Crawford
Room 14, Year 3 & 4 Ange McAllister - Pod Leader
Room 17 Year 3 & 4 Jay Morison

delwyn.weaver@fairhaven.school.nz
trish.hunt@fairhaven.school.nz
jeanette.crawford@fairhaven.school.nz
ange.mcallister@fairhaven.school.nz
jay.morison@fairhaven.school.nz

Miro Pod:

Room 14, Year 2 Marianne Wilson - Pod Leader
Room 15, Year 2 Alison McGrath

marianne.wilson@fairhaven.school.nz
alison.mcgrath@fairhaven.school.nz

Tawa Pod:

Room 8 Year 1 Tanya Cranswick & Nicola Gibbons
Room 9 NE Year 1 Michelle Paterson
Room 10, Year 1 & 2 Christine McGlashan
Room 12 NE Sandra Hollinshead
Vicki Hiini - Pod Leader

tanya.cranswick@fairhaven.school.nz
michelle.paterson@fairhaven.school.nz
christine.mcglashan@fairhaven.school.nz
sandra.hollinshead@fairhaven.school.nz

Toitoti Manawa O Fairhaven - Full Immersion Te Reo Maori:

Room 20, Year 1-2 Tatai Takuira-Mita - Pod Leader
Room 18 Year 3-4 Tiniwaata Winikerei-Hill
Room 19, Year 5-6 Karen Tupuhi

tatai.takuira-mita@fairhaven.school.nz
tiniwaata.winikerei-hill@fairhaven.school.nz
karen.tupuhi@fairhaven.school.nz

READING RECOVERY TEACHERS: Tanya Cranswick, Nicola Gibbons

SUPPORT TEACHERS

Barbara Van Selm
Sophie Thompson
Mandy Miller
Anaru Taute
Natasha Amadio

ANCILLARY AND PART-TIME STAFF

Ange Riddell - School Secretary
Wayne Bain - Caretaker
Noel McAllister - Assistant Caretaker
Ann Horn - Librarian
Andrea Wade - Resource Manager
Amanda Gage-Brown - Teacher Assistant
Marilyn Keno - Teacher Assistant
Cyrene Burnette - Teacher Assistant
Hineata Heyblom - Teacher Assistant
Wendy Mackie - Teacher Assistant

Gill Hills - Teacher Assistant
Irene Scott - Teacher Assistant
Sarah White - Teacher Assistant
Wendy McLeod - Teacher Assistant
Donnelle Lindsay - Teacher Assistant
Anna Muir - Teacher Assistant
Emma Munnely - Teacher Assistant
Patihana Takuira-Mita - Teacher Assistant
Kiri Mahutariki - Kaiarahi i Te Reo

FAIRHAVEN BOARD OF TRUSTEE MEMBERS

Mr Paul Hunt - *Principal*
Mr James Trevelyan - *Chairperson*
Mrs Hineata Heyblom - *Secretary*
Ms Adele Alexander - *Finance*
Mr Dale Lindsay - *Finance*
Ms Rebecca Billington - *Community Liaison*
Mr Wayne Gibbons - *Property*

School Donation

The Board of Trustees has decided again that there will be **NO SCHOOL DONATION** scheme for the 2017 year. *This is in recognition of the support parents give to our annual fundraiser Fireworks Gala.*

Term Dates & Office Hours

Term One

Wednesday 1st February

Monday 6th February

Thursday 13th April

School Opens for instruction

Waitangi Day

Term One ends

Term Two

Monday 1st May

Monday 5th June

Friday 7th July

School opens for instruction

Queen's Birthday

Term Two ends

Term Three

Monday 24th July

Friday 29th September

School opens for instruction

Term Three ends

Term Four

Monday 16th October

Monday 23rd October

Friday 15th December

School opens for instruction

Labour Day

Term 4 ends

SCHOOL OFFICE HOURS

The School Office is open from 8:00am each morning until 3:30 pm.

School Traffic Patrol operates between 8:30 – 8:55am and 2:55 – 3:10pm.

SCHOOL HOURS

8:15 – 9:00am Children arrive at school

9:00 – 10:40am Teaching session 1

10:40 – 11:00am Interval

11:00 – 12:30pm Teaching session 2

12:30 – 1:20pm Lunch Break

1:25 – 2:55pm Teaching session 3



Late arrivals please report to the School Office before going to class

Communication & Involvement

NEWSLETTERS TO PARENTS

Sent home via oldest child in the family, (usually sent home Thursday). Class and pod newsletters are sent home outlining coming classroom events. Newsletters can be emailed if requested.

PARENT TEACHER INTERVIEWS - REPORTING OF PUPIL PROGRESS/ACHIEVEMENT

- ★ Two formal opportunities per year are arranged to meet with teachers. However, parents are welcome to arrange an interview with their child's teacher at any time during the year to discuss their child.
- ★ Parents receive two written reports on academic achievement.
- ★ Parents of New Entrant students will meet with their child's teacher after approx. 6 weeks, to inform parents of how your child has settled into Fairhaven School.

Parental Involvement

At Fairhaven School parents are an integral part of our school. We welcome your support and involvement inside and outside of the classroom. Parent support is valued and appreciated. We have a large number of parent groups that meet regularly throughout the year, and we encourage you to be involved.

PARENT FORUM

An opportunity is given once a term for all parents to meet with Paul Hunt and share ideas on a variety of topics.

FAIRHAVEN FUNDRAISING ASSOCIATION - FFA

The FFA is made up of parents who organise and co-ordinate our major fundraiser - our annual

Fireworks Gala. This is held in November, and attracts approx. 6,000 people from the community. We meet during the year to plan this and other projects and would love to see you at our meetings. The meetings are a lot of fun, check the newsletters for dates and times.

WHANAU SUPPORT GROUP

Parents/Caregivers of Maori pupils have the opportunity to meet and discuss issues related to their children. Academic achievement, kapahaka, hangi and any other concerns are discussed. We meet once per term.

INDIAN PARENT SUPPORT GROUP

Parents/Caregivers of Indian pupils have the opportunity to meet to discuss issues related to their children. We usually meet two to three times per year to discuss academic and social areas well as the Indian Dance Group.

PACIFICA PARENT SUPPORT GROUP

Parents/Caregivers of Pacifica pupils have the opportunity to meet to discuss issues related to their children. We usually meet two to three times per year to discuss academic and social areas as well as Pacifica Dance Group.



Student Absences

Te Puke town schools are having a community focus on regular school attendance. It is vitally important that children attend school unless genuinely sick. This is a requirement by law. By far the majority of children attend regularly but unfortunately some pupils have large numbers of days off school. This greatly disadvantages the child and results in them falling behind their peers, in some areas by as much as 2 years. An Attendant Officer is employed by local schools for follow up concerns and repeat offenders run the risk of being prosecuted.

ABSENCES

If your child is to be absent from school for any reason:

- ★ Please phone the school office on 573 8243 or text 027 243 6036, before 9am with a reason for child's absence (Answerphone is available if the line is busy).
- ★ A note must be sent with reason for absence when your child returns to school.
- ★ If a child is recorded as absent by their teacher and the school has not received notification from you, we will make a courtesy phone call to you to follow up the absence, this is to ensure the safety of our children.

Emergency School Policy

The Principal will contact local radio stations, bus company, Intermediate and High School (if necessary) to announce closure. Parents/Caregivers will be notified as above before the students are dismissed. Where parents/caregivers are unavailable children will be released into the care of emergency caregivers but only after contact with the emergency caregiver. Priority to release children in the event of any emergency will be carried out in the following order:

Buses will run in the current afternoon departure order; Walkers, then cyclists.

PLEASE NOTE: All effort will be made to contact parents either on the given landline or mobile, followed by work numbers before contacting emergency caregiver numbers. (It is important to keep these up to date. Please let the school know if there are any changes). Residual children will be under supervision on the back field or in Rooms 3 and 7 if wet, until picked up.

Emergency carers need to contact the parents of children they are looking after.

Water & Milk Only School

Fairhaven School is a health promoting school. As part of our health promotion, we are a water and milk only school. We have 3 chilled filtered water machines throughout the school, that children are encouraged to use and refill their water bottles from throughout the day. We also receive milk in schools from Fonterra and the children are offered a carton of chilled milk each day. Please remember to only send water to school.

Bus Safety

School Bus runs are Ministry bulk funded except the Town Bus.

Town Bus (not part of the school bus system) Students purchase tickets from the bus company (Go Bus - Te Puke).

Poor behaviour will result in the child being suspended from the bus for a period of time. Parents will meet the costs of willful damage to buses. Behaviour at bus stops in the mornings and afternoons is the responsibility of the parents.

A written note or a phone call if there are to be any changes to normal bus travel would be appreciated. For children's safety, their word will not be accepted.

Please advise the school office if your child is not traveling home by bus in the afternoon on 573 8243. Any queries, contact Mrs McGlashan or the Principal.

General Safety

TRAVELLING TO AND FROM SCHOOL

Plan with your child the safest way to travel to and from school, obeying all road signs and safety rules. After school, all children should return straight home. We ask that all children's after school activities be arranged at home well in advance, before the children come to school and that the children are aware of these arrangements.

CYCLE SAFETY

Children must wear helmets as required by law.

Cycling on the footpath is forbidden by law.

**Recommend that only Y5 & 6 students bike to school.
Children Y4 or below must be under adult supervision.**

SCHOOL PARKING AND DELIVERY

Buses only in Bus Bay before and after school.

No cars in school grounds, including Hall area, except for emergencies.

Keep the school and neighbour's drive way entrances clear at all times.

Fenton Tce, McBeth Drive, Upper Cameron are convenient parking areas.

NO PARKING LINES are outside school gates to provide clear vision for crossing wardens.



Other Information



ACCIDENTS AND SICK CHILDREN

- ★ All accidents occurring at school are recorded by the staff member attending the injury and providing the appropriate care.
- ★ Unwell children will be placed in medical room and parents will be contacted to take the child home if there is no improvement.
- ★ No medication will be administered without parental consent.

MEDICATION

- ★ No medication will be administered at school (Unless arranged through Principal).
- ★ Asthma sufferers to provide school with spare inhalers and clear instructions as how to use.
- ★ A current Medical Action Plan must be provided to staff for children with chronic medical problems.

CHILDREN'S LOST PROPERTY

Stored in trolley in the room behind the Kids Corner.

Ensure **ALL** clothing is named, including shoes, so it can be returned if found. Lost property is regularly displayed throughout the school term. Please check!

RELIGIOUS INSTRUCTION

Friday's 9:15am to 9:40am for Years 3-6

Non-denominational and non secular.

Based on NZ Council of Christian Education Syllabus. Exclusion requests to Principal.

LIBRARY BOOKS

Children are able to borrow two books per week. Children must have a library bag to protect the books.

An account will be issued to replace lost or damaged books.

FAIRHAVEN SCHOOL HAT

Fairhaven School is a Sunsmart sun safety school. A Fairhaven School hat is our compulsory school hat in Terms 1 and 4. We sell two styles, a bucket hat or a wide brim hat. These can only be purchased from the school office. During Term 1 and 4 students without hats remain under the sunshade at interval and lunchtime.

STATIONERY

May be purchased at the School Office. Competitive prices apply. A school hat is included on the stationery list.

WHAT SHOULD PARENTS DO IF THEY HAVE A QUESTION/QUERY/CONCERN?

- ★ Class related issue - **Class Teacher**
- ★ Pod related issue - **Pod Leader**
- ★ School related issue - **Deputy Principal/s**
- ★ If DP cannot help - **Principal**
- ★ If you are still concerned - **Chairperson of Board of Trustees**