

TINWALD SCHOOL



**INFORMATION
BOOKLET 2006**

Mission Statement



A learning centre where everyone is encouraged to reach his or her personal best.

Our Values and Beliefs

1. To promote co-operation within school and community
2. To encourage the school to be involved in its local community
3. To encourage parental and community involvement in school activities
4. To maintain a caring family atmosphere in which we foster learning
5. To develop a positive attitude to education and create a desire for life-long learning and self development
6. To develop an appropriate level of discipline and responsibility
7. To be supportive of others
8. To try to the best of our ability
9. To be responsive to the environment and to be involved in environmental activities
10. To respect the rights of individuals and groups

Profile

Tinwald School is a contributing Primary School (Year 0-6) with a current grading roll of 222. We have a principal, nine full time teachers, two part time teachers, one full time secretary, three part time support staff working with learning support students and in the library, a caretaker and part time cleaning staff.

Tinwald School is located in the Tinwald Township at the southern end of Ashburton, a town with a population of approximately 16 000. The school has access to the Tinwald Domain which has an outdoor pool, and areas suitable for cross country and triathlon events. A neighbouring church hall and classroom are also utilized for school assemblies, performances and specialist programmes.

The school covers 2.3 hectares, consisting of two permanent teaching blocks, a library, an ICT suite, an administration building, a staff room, a caretakers workshop, and a dental clinic.

The school grounds consist of two large asphalt areas, two adventure playgrounds, and a large grassed field which is well maintained and in excellent condition. The majority of our families class themselves as New Zealanders of European descent. We also have 13 Maori families, and families from Zimbabwe, South Africa, Fiji, and England. We are a middle socio-economic group with a significant group of parents working full or part time. The support of our parents is outstanding with plenty of parents being actively involved in supporting school events. We also have many keen parents involved in our Board of Trustees, PR Team, and Fundraising Committee.

Staff

Principal	Chris Herrick	
Deputy Principal	Sue Walls	Senior team (Apollo) planning leader
Deputy Principal	Kate Syme	Junior team (Gemini) planning leader
Learning Support Coordinator	Sue Walls	
Library Assistant	Jill George	
Classroom Teachers	Megan Hopkins	Room 1 - Year 1
	Arlene Bliss	Room 2 - Year 1 and 2
	Jocelyn Kennard	Room 3 – New Entrants
	Robin Bennett	Room 4 - Years 1 and 2
	Janet Mangin	Room 5 – Year 2 and 3
	Serena Costello	Room 6 – Year 3 and 4
	Sue Walls	Room 7 - Years 5 and 6
	Katie Sullivan	Room 8 – Years 5 and 6
	Randall Anderson	Room 9 – Years 4 and 5
ICT Teacher	Tony Flanagan	
School Secretary	Raewyn Harris	
Support Teachers	Fiona Cameron	
	Lois Eaton	
	Eleanor Weir	
Learning Support Teacher	Gillian Greenslade	
Aides	Christine Osborne	
	Jill George	
Caretaker	Kevin Cameron	
Cleaner	Helen Wang	
Dental Therapist	Vicky Dobson	

Newsletter

Available weekly (Friday) from the school office or downloaded from our school's website: www.tinwald.school.nz

Uniform

Boys

Royal blue sweatshirt
Plain Black or navy track pants
Royal blue or white skivvy for winter
Royal blue or white polo shirt for summer
Navy or black shorts above the knee
Sneakers or brown or black shoes/boots
Sandals
White, Navy or black socks

Girls

Winter:

Royal blue sweatshirts
Plain Black or navy track pants
Royal blue or white skivvy
Blue/black tartan - pattern choice is optional
(Material available at Material Time, Burnett Street, Ashburton)

Summer:

Royal blue/white gingham - dress (zip or button) and/or skort
Plain navy or black shorts
White or royal blue polo shirt
White, navy or black socks
Sneakers, navy, black or brown shoes/boots
Sandals (flat)

- * Platform shoes or jandals are definitely not to be worn
- * The school office has several patterns available
- * Fabric is available at Material Time, Burnett Street, Ashburton
- * Sweatshirts, track pants, polar fleece vests and jackets in school colours can be purchased from Postie Plus, East Street, Ashburton
- * Uniform items are also available from Ezibuy – call 0508 ABC 124 or classmates@ezibuy.co.nz
- * Second hand uniforms are also available through the school office

Significant Achievements

- Assessment procedures recognized nationally
- Guided reading development recognized nationally
- Strong focus on Literacy and Numeracy school wide
- Student Portfolio Books, a comprehensive example of current work
- Essential skills assessment
- Written reports show progress against National Achievement Objectives
- Comprehensive Learning Support Programme in place
- Perceptual Motor Programme for all new entrants
- ICT suite increasing students ability and confidence

Curriculum

The school operates its curriculum programmes under two cohesive teams. These are the junior (Gemini) syndicate - new entrants to Year 3, and the senior (Apollo) syndicate - Year 4 to Year 6. Each team of teachers works in close co-operation on matters related to programmes, resources, budget expenditure, testing and assessment, record keeping and professional development.

The syndicate leaders meet together regularly with the principal to report and to confer on matters of common interest of day to day life of the school and programme decisions.

Board of Trustees

We believe that at Tinwald School the aims of our Charter are being achieved due to the close relationship and teamwork that exists between the staff, the Board and the school community. The Board's role is to set direction and provide the governance that enables the staff to manage the school to meet the aims of the Charter, the Strategic Plan and the annual Achievement Targets. In carrying out this role the Board sees several areas as being important to the successful outcome.

Our staff is our key resource. A good working relationship is maintained with them. We recognise them for the professional people that they are. Resourcing is provided for them to further their own knowledge, and to encourage new and innovative classroom programmes. We look to our staff to provide good role models for our children.

Environment is considered an important influence on learning opportunity and on relationships. Maintenance and improvement of the school environment is supported, a pride and interest in the school environment among the children and caregivers is encouraged.

Sound management systems and practices are operated within the school for the day to day running. This is providing a number of benefits. Staff are able to play a greater role in the management of the school and thus feel more a part of it, and the school has more control of the outcome of initiatives that are taken.

Community involvement is an area in which the school community can justifiably take pride; both through the efforts of the Board of Trustees, Public Relations Team (PTA) and individual parents. The school enjoys strong community support.

Board of Trustees Responsibilities

The elected board of Trustees is responsible for the governance of the school. Such matters as budget approval, appointment of staff, maintenance of property, employment of support staff, setting development targets are among the range of responsibilities of the Board of Trustees.

All meetings of the Board of Trustees are public meetings and parents are welcome to attend. Notice of meetings is advertised in the school newsletter.

Strategic Goals 2006-2009

Student Achievement

To ensure that teaching and learning practices promote individual success and deliver quality outcomes for pupils.

To develop and implement quality teaching and learning programmes in all areas giving priority to literacy and numeracy

Resources

To ensure that there are appropriate resources in the school to facilitate and support the learning and well being of the children and staff.

Other

To ensure that the school maintains a high profile in the community by providing opportunities for involvement and positive communication



School Dates

2006 Term Dates

Term 1	Tuesday 7 February	to	Thursday 13 April (96 half days)
Term 2	Wednesday 26 April	to	Friday 30 June (94 half days)
Term 3	Monday 17 July	to	Friday 22 September (100 half days)
Term 4	Monday 9 October	to	Thursday 21 December (104 half days)

2006 Public Holidays

Schools will be closed in 2006 on Saturdays and Sundays and on the following holidays:

Waitangi Day	Monday 6 February	Occurs in the school holidays
Good Friday	Friday 14 April	Occurs in the school holidays

Easter Monday	Monday 17 April	Occurs in the school holidays
Easter Tuesday	Tuesday 18 April	Occurs in the school holidays
Anzac Day	Tuesday 25 April	Occurs in the school holidays
Queen's Birthday	Monday 5 June	
Labour Day	Monday 23 October	
Show Day (Anniversary)	Friday 10 November	

2007 Term Dates

Term 1	Wednesday 7 February	to	Thursday 5 April (84 half-days)
Term 2	Monday 23 April	to	Friday 29 June (96 half-days)
Term 3	Monday 16 July	to	Friday 21 September (100 half-days)
Term 4	Monday 8 October	to	Friday 21 December (106 half-days)

Parent & Teachers Association

Tinwald School P.R. Team

This organisation was formed in 1993 (our version of a Parent Teacher Association) to provide an organisation through which parents and families can contribute to the life of the school.

The aims of the team are to foster co-operation and provide communication between the home, the school and the community, to provide a link with the Board of Trustees, to provide a resource of people to help with school activities and to raise funds for the school. It is essential that we maintain a high level of fundraising to ensure the best resources (eg computers, library materials) for our children's development; your involvement is encouraged as membership of the PR Team is open to all families and staff.

The committee meets monthly during the school year and welcomes new members. Meetings are open to all - come along!

Parent's Information

GENERAL INFORMATION

Absences

Regular school attendance is important for children's progress. Please contact the school office before 9.00 am if your child is going to be absent - an answering machine is available during non-office hours to record children's absences.

A child needs to bring a note of explanation on returning to school for any absence not phoned in - this is to comply with Government regulations relating to school attendance.

Assemblies

Our school assemblies are held every second Friday at 2.00 pm, with a special feature being the "class of the week presentation". Assemblies are held in the St James Presbyterian Church Hall, alongside the school on Thomson Street. Parents are always welcome.

Bicycles

During school hours, bicycles are housed in stands provided inside the school grounds, on the Jane Street frontage. Children are not permitted to ride their cycles in the playground area. Parents are reminded that bicycle helmets are compulsory.

Children's Safety

Please warn your child / children about:

- * loitering to and from school
- * visiting friends without your permission
- * going anywhere with, or accepting sweets etc, from strangers

Please help us to keep your child safe by notifying the school if your child:

- * is being picked up by someone else
- * is to leave the school grounds
- * has a change of address or telephone number
- * will be absent from, or late for school
- * has a notifiable infectious disease

Students turning five between 1 January and 30 April in the year of enrolment will be classified as Year 2 in the following 1 January. Students turning five between 1 May and 31 December, will be classified Year 1 the following 1 January.

Communication with Parents

This will be carried out on a regular basis through the use of a weekly newsletter and specific notices as required. These lines of communication will give parents information relevant to their involvement in school life as parents. The B.O.T. and P.R. Team will be encouraged to include items of information and interest, particularly in the school newsletter.

Computer Suite

The school's computer suite is attached to the library, with all classes timetabled to spend time in the suite each week. A comprehensive Information Communications Technology programme is offered to all students.

Discipline

The school operates a very successful Behaviour Management Programme, whereby children are encouraged to learn to be responsible for their own actions and behaviour, and to respect their own property and that of others. All families receive an information booklet on the school's Behaviour Management Programme upon enrolment - including a home / school partnership contract. Parents are contacted if there are serious matters of concern.

Homework

Tinwald school has no set policy on homework. In general, homework is set at the discretion of the classroom teacher. Junior school pupils will be given reading books to share with you. While Senior pupils may be given homework regularly, the work is usually a reinforcement of skills and individual study habits.

House Colours

Children are encouraged to wear plain house colour t-shirts in interhouse carnival days (e.g. athletics, cross country). These are optional and are supplied from home.

Upon enrollment, children are assigned a house colour, with an endeavour to place children in the same family into the house of older siblings, however, this is not always possible because of the need to keep house numbers as even as possible.

Individual Education Plans

Individual Education Plans (IEPs) are compiled where it is seen that a child is in need of guidance and strategies to be put in place alongside those of the classroom teacher. The plans are written as a result of strategies determined at a meeting which include the teacher, the parents, and a member of the Learning Support committee - the principal is part of this Committee. IEPs are normally reviewed every six months.

Library

The school has an excellent library with a wide range of titles for the benefit of all children in the school, with new titles constantly being added to the shelves. All pupils spend some structured class time in the library each week, and pupils are able to use the library at lunchtimes. Pupils may borrow and take books, and parents are requested to ensure books are returned to school promptly and in good condition.

Lost Property

It is recommended that all clothing and personal items be named. All lost property is stored in the school library area (blue box). A lost property display is organised at the end of each term, with any remaining items donated to the local church's clothing support programme or laundered and sold as second hand uniform to school families

Music Lessons

Students may enrol for individual tuition in piano, keyboard, guitar, recorder or flute which is conducted during school hours. A junior and senior choir is selected during the year and trained by our teacher with responsibility for music curriculum. Our school takes part in the Ashburton Schools Music Festival annually.

Office Hours

Our school (office) secretary is available from 8.30 am till 3.30 pm each school day, with an answering machine available for after hours messages as appropriate - especially to record children's absences from school.

Parental Involvement

Every encouragement will be given to all parents and caregivers to become involved in school life. Parents may become involved by volunteering their services, joining the PR Team, or Board of Trustees, or on request by staff. Parents often assist in class programmes, sports events, hobbies, transport, and reading assistance.

Reporting to Parents on Children's Progress

The school encourages frequent contact between parents and teachers to discuss pupils' progress or related matters of mutual interest. However, there are regular opportunities at certain times of the year for teachers to meet with parents:

Beginning of Term 1 - Parent/teacher/student Goal Setting interviews are held for all families early in term 1.

Mid Year – Three Way Conferences (student/parent/teacher) are held for all families over two afternoons in late June.

December - School reports are sent home towards the end of Term 4 - interviews can be arranged if requested.

Portfolios are sent home week 8 of each term.

School Hours

Morning Session	9.00 am - 10.30 pm
Morning Break	10.30 am - 10.50 am
Mid-Morning Session	10.50am – 12.30pm
Lunch	12.30 pm - 1.30 pm
Afternoon Session	1.30 pm - 3.00 pm

A bell rings at 8.30am each morning, indicating that children may enter the school grounds. Children are not encouraged to remain at school after 3.15 pm. Staff can take no responsibility after this hour and children must report to their homes and caregivers after school prior to returning to use the school playground facilities. Children must leave the classrooms after school unless being supervised by a teacher.

School Policies

All areas of the school's curriculum programme and school management structures are covered by comprehensive school policies and procedures. These are reviewed regularly and are available for parents to view through the office or the principal.

School Rules

A detailed outline of the school behavioural expectations is outlined in the 'Behaviour Management' information sheet which is provided to all parents when children first enroll.

School Banking

Students at Tinwald School have the opportunity to open personal bank accounts with the Ashburton Loan Society and bank weekly through the school office.

Board of Trustees

Mike Farrell – Chairperson (Property, Health and Safety)

Alan Tarbotton (Finance)

Kelvin Small (Finance)

John Blair (Finance, Personnel and Review)

Debbie Tarbotton (Personnel and Review, Curriculum)

Joss Kennard (Staff Trustee)

Chris Herrick (Principal)

Tinwald School
131 Thomson Street
PO Box 5032
ASHBURTON

Phone: (03) 308 4555
Email: principal@tinwald.school.nz

Fax: (03) 308 5055
Website: www.tinwald.school.nz