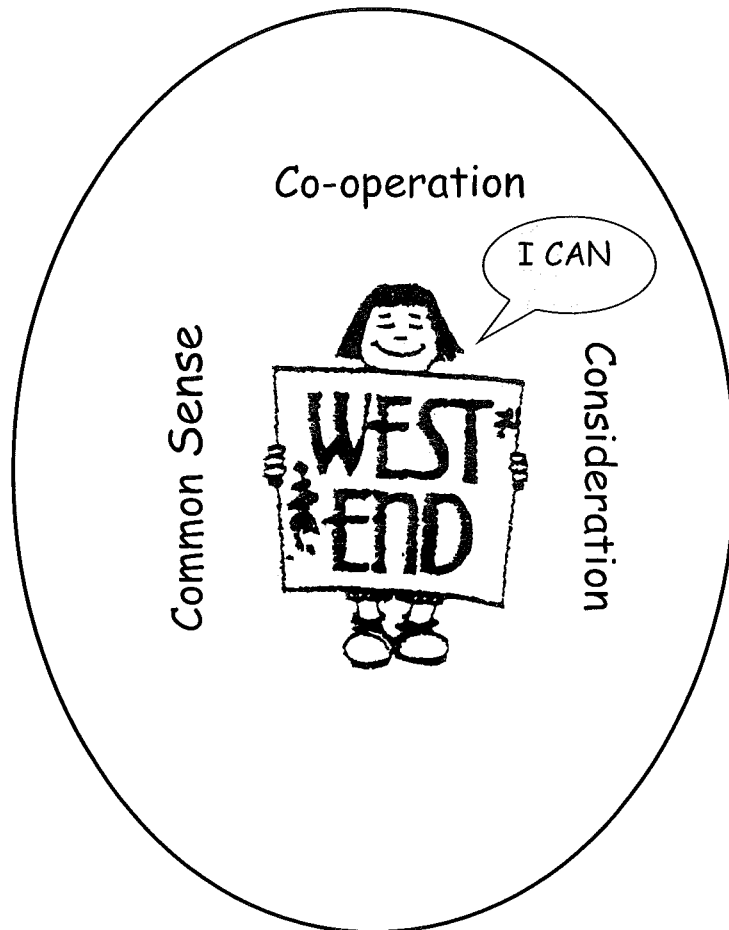


VISION

West End School is committed to developing *responsible* citizens who are *confident, creative, actively involved life long learners*.



WEST END
Te Kura Ō Mōrere

INTRODUCTORY BOOKLET

2017

Tena Koutou, e hoa ma. Nga mihi Kia Koutou. Welcome to parents of students new to West End School Te Kura Ō Mōrere. I trust your association with our school will prove to be both productive and enjoyable. Outlined in our information booklet is a cross section of bits and pieces, which hopefully may inform you and make your child's transition to our school an easy and pleasant one.

To give you some background information about our school and its unique character, I include the following - West End School was established in 1884 and then relocated to its present site in 1926. 2009 saw us stage a highly successful 125th Jubilee Celebration. Nestled near the centre of New Plymouth it provides quick and easy access to such features as the port, Ngamotu Beach, Coastal Walkway, Puke Ariki Museum, Library, Art Gallery, NP Aquatic Centre etc. A particularly attractive school, our buildings sit snugly at the top of four terraced levels, which culminate in a broad expanse of playing fields, and recreational areas. Many large mature native trees stand dotted around the grounds and are accompanied by small pockets of native gardens. Completing a park-like appearance is the Mangaotuku Stream (fenced) which winds its way through the bottom of the grounds. A welcome addition to our grounds will be the 2017 development of a bike trail and pump track.

We are a Decile 6 contributing (Year 1 -6) primary school finishing the 2016 year roll with a roll of 389 students. Our school profile as at 1 July 2016 saw us with 62% NZ European, 30% Maori, 2% Pasifika, 3% Other European and 3% Asian making our West End Te Kura Ō Mōrere Learning Community largely reflective of Aotearoa / New Zealand society today.

In response to a surge in roll growth, the Board of Trustees were required to adopt an Enrolment Scheme from the start of Term 4, 2016. Details pertaining to the accompanying School Zone are attached.

Two syndicate teams operate at West End School Te Kura Ō Mōrere, seven senior classes led by Associate Principal Peter Horne, and seven junior classes led by fellow Associate Principal Catherine Cooper. Supporting the work done by these fourteen classroom teachers are additional part time teachers, and teacher aides who further provide valuable learning enhancement opportunities for all our students. .

Positive and supportive school-community relationships are enjoyed by the school with hardworking and competent Board of Trustees and Fund Raising & Social Committee members operating in tandem with staff members to enhance the quality of education that our students receive. Significant numbers of parents ably support us in a myriad of ways both in and out of the classroom. i.e. sports coaching, accompanying us on trips and Outdoor experiences, providing 'hands on', in-class assistance etc. We are fortunate to have this level of parental support, it is a credit to the many who so unselfishly give of their time and energy.

While our major focus as a school is the delivery of the 'rich' NZ Curriculum, sports, music and cultural opportunities and structured lunchtime activities are recognised as a special feature of West End Te Kura Ō Mōrere life. Seasonally the school coaches and provides regular weekly games for teams in cricket, netball, basketball, touch, soccer and hockey, with rugby played as part of interschool sports exchanges. Many teachers participate as part of a structured lunchtime duty programme in the teaching of choir, dance, aerobics, minor games, drama, ukulele, guitar etc. which give pupils extra options to gain both enjoyment and educational opportunities in a less formal learning context. In addition we have an active Kapa Haka group as well as involve ourselves in the local Wearable Arts Competition.

Hopefully this has provided you with a general insight into what staff and trustees of West End School Te Kura Ō Mōrere believe, is a unique and special learning community to be involved in. Following is information on more specific aspects of everyday school life.

Staff / Class Organisation – 2017

• TEACHER ALLOCATION STAFFING

Principal : Mike Clarke

Associate Principal Senior Classes: Peter Horne –

released to do schoolwide ICT teaching support, Literacy enhancement through ICT (Room 16), administration, senior team pastoral care teacher/student support

Associate Principal Junior Classes: Catherine Cooper –

released to do targeted junior team teaching, administration, junior team pastoral care teacher/student support, transitions to school.

Scale A Teachers :

Senior Syndicate Classroom Teachers :

Room 1	Warren Smart	Year 5 & 6
Room 13	Becky (.8) & Gary Bruckner (.2)	Year 5 & 6
Room 2	Alex Shipkov	Year 5 & 6
Room 5	Carri-Anne Stone	Year 4 & 5
Room 3	Jo Francis-Alles (.5) & Charlotte Symes (.5)	Year 3 & 4
Room 4	Ann-Maree Lightbody	Year 3 & 4
Room 14	Jeff Cocker	Year 3 & 4

Junior Syndicate Classroom Teachers:

Room 12	Sophia O'Connor	Year 2 & 3
Room 6	Brooke Duffull	Year 1 & 2
Room 7	Diane Smith	Year 1 & 2
Room 8	Ben Hitchcock	Year 1 & 2
Room 11	Belinda Baldwin	Year 1 & 2
Room 9	Sally Greer	Year 0 & Year 1
Room 10	Alana Thompson	Year 0 & Year 1

Classroom Release:

Gary Bruckner (Senior Team)
Janet Muggeridge (Junior Team)

Learning Assistance (Part Time Teachers) :

Junior Team	Janet Muggeridge	(.4)
Senior Team	Michele Lace	(.4)
ORS	Michele Lace	(.2)

• SUPPORT STAFF

1. School Secretary Christine Hurrell

2. Teacher Aides Christine Hucker - Classroom Support & Librarian
Linda Leighton – Classroom Support & School Resources
Edwina Rowlands - ESOL – Special Needs
Trish Potter HPP – Rainbow Reading & Friendship Club
Te Awhina McCabe / Bernadette Forsyth – ORS Special Needs

3. Caretaker Rhyss Taylor

4. Cleaners Kathleen Heu / Kim Kereama

MISCELLANEOUS MATTERS

ABSENCES

It would be helpful if **ALL absences were notified via a phone call to school prior to 9.00am. Our Phone No. is 7589 331 / 027020604266.**

If the office is temporarily unattended, a message can be left on the answer phone. Should pupils not arrive and there has been no reason phoned in, you will be contacted to clarify the situation. As you will understand, contact from home for each absence is critically important. Please make every effort to keep the school office notified of any changes to home address, phone numbers, emergency contacts etc. A reminder that legally, school aged children are required to be at school daily. West End Te Kura Ō Mōrere children with patterns of 'at risk' attendance or late arrival may be drawn to the attention of the local Truancy Office.

ARRIVAL AT SCHOOL

8.15am is the earliest permissible arrival time, with 8.30-8.45am being the preferred timeslot.

Please ensure your child is arriving sufficiently prior to 8.55am to enable him/her to appropriately prepare for the school day. Late arrivals frustrate all, particularly the classroom teacher and only serves to embarrass the child themselves. **Students arriving after 9.00am ARE REQUESTED to 'check in' in at the office prior to going to their classrooms.**

ASPIRATIONS FOR OUR STUDENTS

Throughout 2017 our emphasis will be on all students taking responsibility and ownership for their personal learning and behaviour by way of identified learning goals. Central to this are the fostering of our West End Te Kura Ō Mōrere 3 "C"s (Shared Values) – Common Sense, Co-operation & Consideration. As part of this process students will reflect on their progress to attain these goals and plan for the next steps in their learning journey.

ASSEMBLIES - School / Team

SCHOOL ASSEMBLIES occur once a fortnight on a Friday afternoon 12.20pm – 1.00pm.

TEAM ASSEMBLIES occur every other Friday for Senior school and Junior school. All school and team assemblies take place in the hall, which is situated beneath the Administration building. Included during assemblies are notices, recognition of meritable work and behaviour, presentations, school singing, etc.

BELL TIMES

8.55am	school starts
10.00-10.10am	in-class "munch-crunch"
11.10-11.30am	morning interval
1.00-1.50pm	lunch break
3.00pm	school finishes

BICYCLES / SCOOTERS

Owing to congested road ends and entrances to the school, we **do not actively encourage** our students to bike to school, but for the few who do, provision is made for their bicycles and scooters to be stored in stands within the grounds.

It is the responsibility of all bike & scooter owners to ensure that all bikes & scooters are locked while at school and also that cyclists wear helmets while biking to and from West End Te Kura Ō Mōrere

For safety reasons, **all bikes must be wheeled along both Davies Lane and Bonithon Avenue before and after school.** Our preference is that skateboards are only brought to school on Reward Wheels Days.

BOARD OF TRUSTEES

Chairperson: Mr Andrew Sherman

Members : Mr Dean Larsen, Mr Wayne Boyd, Mrs Dianne Roberts, Mr Chris Pye, Mr Mark Dickie, Mr Boyd Benton, Mr Mike Clarke (Principal), Mr Peter Horne (Associate Principal & Staff Representative)

CELL PHONES

We discourage the children's use of these at school, however if they are required to be at school, cell phones must be handed into classroom teachers for safe keeping at the beginning of the school day.

CHILDREN'S BEHAVIOUR

A behaviour management plan operates at West End Te Kura Ō Mōrere for those few students who have difficulties with self-regulation and control. Where needed, a "Reflection Room" is used. Should such action see little improvement, children are withdrawn from their class and parents notified. In more serious instances, the school can legally stand-down, suspend or even exclude students from West End Te Kura Ō Mōrere. Coupled with our school rules, we actively promote the development of our West End Te Kura Ō Mōrere 3 C's (Shared Values) - Common Sense, Co-Operation & Consideration.

FUNDRAISING & SOCIAL COMMITTEE

The Fundraising & Social Committee meets regularly throughout the year for the planning of social and fund-raising activities. Membership is open to all interested parents. The Committee provides the option of a bought lunch on average twice a term.

LIBRARY

All children visit the library on a regular timetabled basis or in the lunchtime break between 1.25pm-1.50pm. We have an extensive and up to date library and wish to utilise it as much as possible.

NB. It is important that all books are respectfully cared for carried in a book bag (these can be purchased from the office). Books are issued for a week at a time.

LUNCHESES

For what are obvious nutritional reasons, morning teas and lunches are not to include fizzy / energy drinks, iceblocks of any description, lollies, chocolate bars. We would appreciate your co-operation in this matter.

MAORI CULTURAL GROUP (Kapa Haka)

Early in the new year, interested senior team students will have the opportunity to join our Maori Cultural Group. Led by Matua Peter Taylor and valued staff and parental assistance these students will be encouraged to extend their knowledge of both with Te Reo and Tikanga Maori. The group, where possible, performs at our local Inter – School Kapa Haka Competitions.

PERSONAL PROPERTY

Please ensure ALL items of clothing and property, which regularly accompany children to school, are clearly named. Our hassles would be much fewer and the finances of some families much healthier were this to be done. Property that is found at school and which is un-named, is stored outside Room 7. Please feel free to rummage through it when you are visiting the school - you may be pleasantly surprised with what you recognise. At the end of each term, unclaimed items are recycled.

NB. NO toys or items of personal value are to be brought to school.

REPORTING TO PARENTS ON STUDENT ACHIEVEMENT

Specifically teaching staff report to parents on a formal basis four times during the year.

The format being as follows:

1. Parent Teacher Conferences for Targeted students, (Term 1)
2. National Standards Student Report & Sample Books home (Term 2)
Parent/Student Teacher Learning Conferences & Key Competency Reports No.1 (Term 2)
3. Sample Books & Key Competency Report No.2 (Term 3)
4. End of Year Written Report National Standards (Term 4)

We appreciate the fact that children flourish best in a close teacher/school relationship and as such, we also encourage you to share with us any further concerns or queries you may have pertaining to your child's performance outside of the above four Reporting times.

Please contact in the first instance your child's classroom teacher. Any further concerns please see Catherine Cooper (Associate Principal and Team Leader of Junior NE-Year 1, 2 & 3 classes), Peter Horne (Associate Principal and Team Leader of Senior Year 3-Year 6 classes), and or the Principal.

SCHOOL DONATIONS

For 2017 these are \$100 per family or \$75 per individual. School Donations are voluntary but it is hoped that all new families will support the school in this way to ensure that we as a school are appropriately equipped and resourced to best meet the varying needs of all our West End Te Kura Ō Mōrere children. If your child starts later in the year, a sliding scale exists for the payment of School Donations.

SCHOOL NEWSLETTERS

These will be emailed to families and will be available for viewing on our website fortnightly. A paper copy can be issued if requested – please see the school office.

School email office@westendnp.school.nz if you wish to be attached to our School Newsletters email tree. Back copies are archived on our school website (www.westendnp.school.nz)

SCHOOL TERMS – 2017

Term 1:	Monday 30 th January	- Thursday 13 th April
Term 2:	Monday 1 st May	- Friday 7 th July
Term 3:	Monday 24 th July	- Friday 29 th September
Term 4:	Monday 16 th October	- Thursday 14 th December

SUN SAFETY

To minimise the risk of our students developing skin cancers in later life, approved bucket style hats (NOT caps) are to be worn during the summer terms while playing or working outside. Children eat their lunch in shadier areas, which also helps to reinforce positive awareness of smart sun safety behaviour. Please endeavour to ensure that children leave for school during summer, wearing a hat. Those children not wearing the correct bucket style lids will sit outside interval/lunchtimes under a designated shade area.

SWIMMING

When and where possible, all classes are timetabled to swim daily throughout February and early March. Our school pool is 'out of action' and senior team students are to use Devon Intermediate's pool with our junior team classes scheduled to receive instruction at the NP Aquatic Centre during term 2. As instructional swimming is part of the school programme, we have an expectation that all children will be active participants. Please ensure that your child brings their togs to school each day. Non swimmers are required to supply a parental note.

TRAFFIC SAFETY

For the protection of all, we urge children and parents to safely use the various pedestrian crossings dotted around West End Te Kura Ō Mōrere and Devon Intermediate School when crossing St Aubyn Street and Devon Street West. 2012 saw the installation of lights and the restructuring of the Devon Street West crossing at the entrance to Devon Intermediate.

West End Te Kura Ō Mōrere students are to take extreme care when using this both before and after school. In addition, each afternoon, Senior Leadership personnel supervise our students using our Belt Road Kea Crossing with a school patrol team operating between 3.00-3.15pm daily. Added to this, the Devon Street West top pedestrian crossing is supervised by Senior Leadership personnel each morning (8.15 – 8.45am) and covered in the afternoon (3.00-3.15pm).

The 2012 New Plymouth District Council redevelopment of Davies Lane has provided our school community with a much safer and attractive transition entrance to our school site. A reminder, vehicle access in and out of Davies Lane is restricted to residents only.

West End Te Kura Ō Mōrere parents are required to park legally and safely in surrounding streets and if required "walk in" with our students.

Be warned!! New Plymouth District Council Officers do regular patrols and ticket offenders.

STUDENT ACHIEVEMENTS

All children have high yet realistic expectations placed on them to consistently perform to their best level whether this be relating to their personal attitude, behaviour or work habits. Irrespective of their age our West End Te Kura Ō Mōrere learners have personal ownership of all these three important areas central to success at school and life. All are expected to display a positive attitude and to try hard.

Our West End Te Kura Ō Mōrere vision is committed to developing responsible citizens who are confident, creative, actively involved life-long learners.

'I CAN' (West End Te Kura Ō Mōrere Motto)

- 'Looking after yourself, others and the environment'
- 'Giving things a go and learning new skills'
- 'Discovering new or different ways to do things'
- 'Joining in and doing your best'
- 'Learning is fun and never stops'

Supporting these are our 3 C's (Shared Values) of Common Sense, Co-operation and Consideration.

As a staff we endeavour to accept only that which we believe to be a child's top effort. In closing, a successful education involves an active partnership of both home and school where respective roles are valued and supported and complement one another.

With this in mind we look forward to your family having a happy and rewarding involvement in the West End School Te Kura Ō Mōrere Learning Community.

Regards

MIKE CLARKE

Principal