

# KAIMAI SCHOOL



*Strive & Honour*

# Prospectus



# KAIMAI SCHOOL



*Strive & Honour*

*Nau mai, haere mai*  
*Welcome*

*Tēnā koutou katoa! nau mai, haere mai! On behalf of our amazing teaching team and our Board of Trustees, we are delighted to welcome you and your whānau to Kaimai School. Kaimai School is a long established, rural school which opened in 1913.*

*We are a U2 sized school with a roll of just under 100 students. We cater for children from foundation (year 0) to year 8 (Intermediate).*

*Kaimai School is not zoned and our children either live in the Kaimai area or travel from Tauranga. We are situated on the Kaimai Range, State Highway 29, ten minutes drive from the The Crossing Tauriko and twenty minutes from Tauranga CBD. Kaimai School is built on large grounds, with a skatepark, swimming pool, court area, extensive native bush, spacious classrooms and numerous play areas suitable for different age groups.*

*Our school offers the rural charm, while maintaining future focused education programmes based on the individual needs of our ākonga!*

*We are very proud of our school and the opportunities it provides for our students and believe we offer a well rounded educational experience!*



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## Our Values

We are a positive culture for learning school. This means that we live and breathe our values. Our values are what guide our actions and behaviours and kaiako/teachers work hard to ensure that these are embedded into daily practice! We believe our values not only develop a positive learning culture but are values that serve our students throughout their life!

We celebrate ākonga who show these values each Friday at our school hui by awarding certificates and having lucky token draws!

Kaimai Kids are B.I.G.R!

### **BELONGING (TURANGAWAEWAE)**

- I KNOW WHO I AM AND VALUE MYSELF
- WE WORK TOGETHER AS A TEAM
- WE ACCEPT EACH OTHER FOR WHO WE ARE
- WE MAKE POSITIVE CONNECTIONS WITH PEOPLE, PLACES AND THINGS

### **INTEGRITY (PONO)**

- WE ARE RESPECTFUL
- WE TAKE OWNERSHIP OF OUR ACTIONS
- WE DO THE RIGHT THING

### **GRATITUDE (WHAKAWHETAI)**

- WE CELEBRATE OUR EFFORTS AND GROWTH
- WE RECOGNISE THE GOOD IN ALL SITUATIONS
- WE APPRECIATE PEOPLE, PLACES AND THINGS

### **RESILIENCE (MANAWAROA)**

- WE STRIVE TO DO BETTER EVERYDAY
- WE PERSEVERE AND LEARN FROM OUR MISTAKES
- WE EMBRACE CHALLENGES



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## Enrolments

Kaimai School does not have an enrolment zone. This means anyone can attend our school, wherever you may live. On enrolment, you will be required to provide your child's birth certificate. For all new entrants (5 yrs. old), an immunisation certificate is also required on admission. For children not born in New Zealand, we require copies of residency status.

Upon enrolment your child will be placed into a class with their year group. If your child is enrolling as a new entrant, we encourage you to do some school visits before they start so they become familiar with school life.

These can be arranged with the new entrant kaiako who will accommodate days to suit your needs!

## Attendance

All students are legally required to attend school every day that school is in session unless they are sick or absent for a legitimate reason. School attendance is crucial for academic progress!

Kaiako use a SMS that is linked to ENROL and absenteeisms are followed up daily by the office administrator and unexplained or prolonged/continued absences will be followed up as is our duty under Ministry of Education regulations.

1. All absences relating to sickness or other must be notified to the school office, together with a reason for the absence. You can speak directly to the Office Person, leave a message on Ph 07 543 0999, or email the Office at [admin@kaimai.school.nz](mailto:admin@kaimai.school.nz)
2. In cases where the child has an appointment (e.g., Doctor, Dentist etc), a note should be given to the classroom teacher prior to, or on, the day the leave is required.
3. All students attending such an appointment must be signed out, and all students arriving late for school must be signed in at the office. Please understand that these systems are put in place to protect your child. Your co-operation is essential.



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## *Our Akoranga Our Learning*

*Our dedicated and experienced kaiako/teachers aim to make every learning opportunity one of growth for ākonga/learners. We focus on potential and progress and deliver class programmes that are based on the needs of each individual learner and their individual learning styles. Due to our low class numbers, kaiako have more time to focus on each individual student and design class programmes that maximise learning potential. We aim to foster a love of lifelong learning!*

*As a full primary school, we focus on core curriculum areas, reading, writing and mathematics, each being deliberately and purposefully taught for one hour per day. We also ensure we deliver highly motivating wider curriculum programmes that engage interests and let all learning styles excel. The broad curriculum is very important to us and we ensure ākonga cover all areas of the New Zealand Curriculum.*

*Our Year 7 and 8 students attend Technology classes at Taumata School. These are specialised classes that offer students experience in Hard and Soft Materials as well as Food Technology.*

*We are fortunate to have highly skilled support staff who deliver effective intervention programmes, aimed to accelerate progress for learners with diverse needs. These targeted programmes are often developed with support of outside agencies are run and are often designed specifically to each individual's needs. In-class intervention programmes are planned by the class teachers and run parallel to the class programme.*

*Education outside the classroom also features strongly in all our learning programmes and is enhanced by school camps, class trips, Country Day, Sports Days, Kiwi Can, Zero Waste, swimming programmes and sports teams to name a few!*



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## *Our Facilities*

*We are a well resourced school. We offer a range of "cherries" unique to Kaimai School that our Kaimai Kids enjoy on a daily basis!*

*School pool-our Kaimai Kids swim everyday during our swimming seasons in term 1 and 4!*

*Skate/Scooter Park-our skate/scooter park is an amazing resource for our Kaimai Kids! You can often find a group of young extremists carving it up here!*

*Classrooms-our classrooms have been refurbished and offer a stunning working environment for our Kaimai Kids. We are a single cell school, meaning one class to one room!*

*Fields-we have huge fields where tamariki are able to run and enjoy the fresh country air!*

*Native bush areas-tamariki are able to play under and around the canopy of native trees!*

*Playgrounds-we are fortunate to have two playgrounds where our Kaimai Kids can play with their friends!*

*Shaded areas - for protection during summer months and areas to play during wet lunchtimes.*

*Classrooms-we have 5 classrooms. These have recently been built or renovated so offer a pleasant environment for our tamariki to do their best learning. We are a single cell school, meaning only one class per space. We have breakout rooms where kaiako and teacher aides can work with groups or intervention programmes!*



# KAIMAI SCHOOL



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Our Tīma  
Our Team

Our team of dedicated professionals are ready to help your child achieve their best! We work hard to ensure our class programmes meet the needs of your children using a range of practices to help ākonga reach their potential! Programmes are based on using best practices and up to date professional development. We are blessed to have a number of capable staff support who run intervention programs to accelerate progress for learners with diverse needs. We focus on the learning journey and ensuring every learner gets the opportunity to work on their individual next steps.



Mrs Harris-  
Deputy  
Principal/SENCO  
Ruma Kereru Y0-1



Mrs Cooper-  
Curriculum  
Leader Ruma  
Ruru Y2-3



Whāea Amie -  
Cultural Leader  
Ruma Kereru Y4-5



Mrs Cowman-  
Ruma Kiwi  
Y6-8



Whāea Kim  
Teacher Aide & Specialist  
Teacher



JR (Ms Leask)  
Office Manager



Kevin  
Caretaker



# KAIMAI SCHOOL



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## Information

Transport-our school contracts a bus company to do our bus runs. We have two buses that serve our community. One bus serves the lower Kaimai area and the other serves the upper Kaimai area. This eliminates any issues around transporting your child to school. Buses arrive at various times at different drop off and pick up points. These will be shared with you upon enrollment.

We also have options for transport, including the flexibility of a van, and bus run from the Lakes.

Assembly-each Friday we have a whole school hui at 2:15pm. This is an opportunity for our tamariki to celebrate the week! We have class sharing, certificates for values and a special token draw! Whānau are encouraged to come and share this special time with us!

Duties-each break and lunchtime, our teachers are in the playground, actively on duty. They are the first point of call for any playground issues such as plasters, ice packs and awarding tokens!

Children's Clothing and other Personal Items -We recommend all children's clothing be named. Lost property is held in storage and parents may inspect and claim articles anytime during the school day. Please check with the school office first. We would prefer that treasured and valuable items are not brought to school as the School will take no responsibility for lost or damaged items.

Mobile Phones-Mobile phones or similar devices are now banned from being brought to school unless these are used for a medical purpose such as monitoring diabetes, assisting connection to whānau for students with any disability or learning support need, or the principal determines that there is a special circumstance that requires access to a mobile phone.

Absenteeism-our office manager will take calls if your child needs to be recorded as absent. Alternatively, you can email, use one of the various communication service to let the school know why your child is away and for how long. These are Ministry of Education requirements.

Digital Fluency-our school uses iPads and Chromebooks to support learning. Programmes we use include Google Apps For Education. All internet searches and websites are monitored through a tracking service provided by an external provider. We practice digital safety and only use devices to enhance learning opportunities. We are focused on being producers rather than just consumers of digital content.

Stationery-Parents are responsible for providing stationery for their children. A stationery list is forwarded to each family prior to the new school year. Stationery packs can also be picked up from Bay Office Products Depot. If your child requires further items you will receive a note from the teacher. For further information contact the school office.

House Competition-upon enrolling, your child will be delegated a house. Our houses are, Kowhai, Karaka, Manuka and Puriri. Tamariki can earn points for their houses via sporting events, tokens and other positive actions. At the end of the year we present the house trophy to the winning house!





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## Information

Reporting-we report twice a year in the form of written reports. These are a summative reports of your child's progress and achievement and report against the national curriculum levels. Within these reports there will also be comments that reflect the values and behaviours of your child as we believe our role as a school is develop great people!

In addition to written reports we also conduct student conferences twice a year. This is an opportunity for students to share their learning journey with whānau and also a chance for you to engage with kaiako on a more formal setting. Conferences are a great time to ask any questions that have arisen through reading your child's report and clarify any wonderings you have. Our students will only have successful outcomes if all people involved in the journey are on the same page!

Donations-we are no fees school as we are part of the Ministry of Education's no fees programme. However, we may ask for a koha to help supplement the cost of camp. Extra-curricular costs are paid for by whānau but money should never be a barrier for experiences so we encourage you to talk to us for assistance if required.

Swimming-our school is lucky to have our own school pool. This is used for daily instruction during the summer terms. There is no extra cost, this is just another facility that Kaimai School has that sets us apart! Lunchtime swims can also take place during summer terms, if and when kaiako are available to do so!

School charter-this document details our goals for the next 3 years. It can be found on the school website and is developed with feedback for the community, staff and students via a community survey!

Concerns-if you have any questions or concerns it is always good to address these quickly. We have a school policy that details our procedures for dealing with concerns but generally your first point of contact will be your child's class teacher. We are a friendly bunch and are more than happy to have a chat through things and alleviate any concerns that you may have. Our kaiako are great at communicating and keeping you up to date with everything going on in our school.

Communication-we use a variety of sources to communicate with whānau. Once enrolled, it is important that you join up these to keep up to date with everything going on in our school! Kaimai School shares a newsletter via our communication sources.



BOT-we have a supportive Board of Trustees who are focused on providing exceptional educational outcomes for all ākonga in our school. Our Kaimai Kids are central to all their decision making processes as they govern the school.

PTA-our PTA are the rock stars who spend a lot of time fundraising for our school and providing the extras that make school experiences more enjoyable. They're the ones cooking sausages, setting up gala days and doing the mahi behind the scenes. They are always looking for new members to join in!

Bell Tmes- 8:40-10:00 (first learning block) 10:00-10:20 (break) 10:20-11:25 (second learning block) 11:25-11:35 (brain break)  
11:35-12:40pm (third learning block) 12:40pm-1:20pm (lunch) 1:20pm-2:40pm (broad curriculum)

Extra Curricular Activities-as a school we encourage our students to be involved in extracurricular activities. We offer a range of sporting opportunities, class trips, camps and various school events. We believe school is a place to enjoy a range of experiences!

Uniform-we are a non-uniform school. However, we do have school-house shirts to purchase and when playing sports we have a school sport shirt that is leant out for the season.



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## Information

Lunches-you are able to order lunch through the office. This is paid for by you. We offer a free breakfast club where tamariki are encouraged to grab a breakfast and a hot drink!

Collecting Children From School During School Hours -Parents who require children to leave school during school hours must arrange to have them picked up from the office area and have notified the school office or classroom teacher.

First Aid - Basic facilities are provided at the sick bay adjoining the school office. Kaimai school staff are trained regularly in the use of first aid.

Public Health Nurse - The Public Health Nurse visits the school on a regular basis. Both teachers and parents can make referrals to the Health Nurse.

Medication-If your child requires medication at school please notify the school office. Medical and immunisation records are held securely in the school office. Medication is held in the staff room or office area for use for your child. A medication form must be filled out before we can administer medication brought in from home. These forms are available from the office and the Kaimai School website. Parents or teachers may refer a child to the Public Health Nurse if a health problem appears to exist.

We do have some Pamol on site for students who may require it. This is only administered if you have consented to this.

Any administering of medication is recorded in the medication record book which is held at the office. The records will show what medication was given, at what time, how much and by whom. This information will also be sent home to you as well.

The Mobile Dental Unit visits our school once a year. The time of the visit can vary but we will notify you before the unit arrives.

Talking to the Principal or Teacher-The office staff and Principal are always prepared to assist you with your enquiries and concerns. We have a genuine 'open door' policy. We would far rather deal with a concern before it becomes a problem. It is usually necessary to make an appointment if you wish to speak to the principal or a teacher about matters related to the well being of your child, however we will try to be as accommodating as possible.

Teaching staff are not available to answer the telephone during school times. Please leave a message or contact the teacher via email. They will return your call or reply to your message as soon as possible. Parent helpers are encouraged to be involved in the class by arrangement with the teacher. This might include helping with the class programme, school trips, sporting or craft activities.



# COME TO KAIMAI SCHOOL!



Kia ora whānau,

If you're thinking about a school for your child(ren), or know someone considering a school, then consider Kaimai School!

We have space in all Year 0-8 classes!

We have a great school where learners are at the centre of all we do!

- Small class sizes; means more focus on your child!
- Dedicated, experienced teachers who have great relationships with children!
- Buses for upper and lower Kaimai,
- Bus run from The Lakes to school and back!
- Huge outside play areas!
- School pool - daily swimming lessons!
- Extra-curricular opportunities-sports, camps!
- A supportive BoT, PTA and community!
- Strong expectations in both learning and behaviour based on our school values!
- Belonging Integrity Resilience Gratitude!

Our school pool!



Playtime!



Kaimai Kids!



Community events!

Please contact us on 07 543 0999 or [admin@kaimai.school.nz](mailto:admin@kaimai.school.nz) to organise a visit.

<https://kaimai.school.nz/>

I will be privileged to show you around our amazing school!

Find us on

