

# Arohena School Information booklet



# The Arohena Community

Arohena School is a rural school nestled in an attractive native bush setting with views of Maungatautari. We are minutes from the Waikato River, the popular Waikato River Trail and Lake Arapuni camping ground. We are thirty minutes from Te Awamutu. The school is the hub of the Arohena District and enjoys strong community support.

He pepeha  
Ko Arohena te kura  
Ko Tainui te waka  
Ko Raukawa te iwi  
Ko Wharepuhunga te maunga  
Ko Waikato te awa  
Aotearoa te marae  
Hoturoa te Rangatira  
He ingoa o te whare tupuna  
Kaitiaki o te whenua, kei hea?  
Mo tā mātou kura

Arohena was originally a saw-milling district and is now a productive farming community. The school community makes use of the district hall, church, Playcentre, and Aotearoa Marae. Arohena is in the heart of the Ngati Raukawa rohe.

Arohena School caters for students from New Entrants to Year Eight in mixed year groups utilising large teaching spaces. Our present school roll fluctuates between 25 to 40 children.

The school facilities consist of three classrooms, a large multi-purpose room, library, tennis/netball courts, an adventure playground, rugby/soccer field, native bush, vegetable gardens and a community built swimming pool. Also the Arohena School Board continue to provide funding for extra staffing and teacher aide support. Arohena School is very well-resourced. We face the challenge of a transient, farming community and rural isolation.

Arohena School is part of the Rural and Roses cluster of schools, a community of professionals collaborating to create best learning opportunities for students by growing and sustaining teacher capability. Engagement and interaction leads to positive student outcomes and success for all.

We have an active Board and the wider community are consulted annually over the direction the school is taking. We work hard to ensure that learning at Arohena School is memorable for everyone.

# Arohena School, A Quality school

## **Citizen, classroom and playground management programme at Arohena School**

To ensure that all persons feel safe and secure physically and emotionally within the school environment.

To allow maximum learning and teaching to take place.

To establish a consistent and positive school wide system of effective management of the classroom and playground.

To establish agreed to guidelines against which everyone can self-evaluate.

To help students become self-managing and make choices that bring them closer to the learner they want to be.

To teach students how to make more productive and safe choices through learning to self-evaluate and plan for better outcomes.

To promote and encourage good citizenship.

Our established PRINCIPLES are underpinned by Internal control psychology

- We can only control our own behaviour
- We can't change the past
- All behaviour is purposeful
- We all choose what we do with our lives, and we are responsible for these choices.

Everyone can learn to satisfy their needs in responsible ways

# Arohena School Vision and Values

**Our Mission:**

Providing excellence in all aspects of education

**Our Vision:**

Where learning is made memorable for everyone

Hei whakamaumahara i te ako rawe mā mātou āno

**Our Learning Dispositions:**

We value the following dispositions for learning; Perseverance, Respect, Innovation, Drive and Excellence.

We call this having Arohena PRIDE

# Arohena School Policies and Procedures

Our school works with **SchoolDocs** for our policies and procedures. The site is now live and available to our school community.

The school works with **SchoolDocs** to maintain, update, and review our policies. SchoolDocs provides us with a comprehensive core set of policies, which have been well researched and follow the Ministry of Education National Administration Guidelines. The policies and procedures are tailored to our school, and the school supplies specific information such as our charter, and procedures for behaviour management, reporting to parents, etc.

**SchoolDocs** updates, modifies, or creates policies in response to changes in legislation or Ministry guidelines, significant events, reviews/requests from schools, and regular reviewing from the **SchoolDocs** team. Our school Board has the opportunity to view changes/additions and comment on them before they are implemented. We will advise you when policies are up for review and how you can take part in the review.

We invite you to visit the site at [https://arohena.schooldocs.co.nz](https://arohena schooldocs.co.nz) (note that there's no "www."). Our username is "**arohena**" and password "**arohena3877**".

# Useful Contacts

**School office hours:** Our hours are as follows:

Tuesdays and Thursdays

8.30am – 2.30pm

**School contacts:** The school phone number is 07 8724526. Our school mobile is 027 276 4362. Please leave a text message as we check the school phone regularly. Alternatively you can leave a message on the school answer phone, which will receive calls when our Office Administrator is not working and teaching staff are in the classroom. The answer phone is cleared throughout the day. The best times to speak to the teaching staff are before and after school. In case of an emergency please keep ringing, as we will endeavor to answer a continuous ringing phone.

Our e-mail address is [admin@arohena.school.nz](mailto:admin@arohena.school.nz)

**Other media:** We have a school Facebook page; **Arohena School** and also a website [www.arohena.school.nz](http://www.arohena.school.nz). We make use of the Skool loop app which can be downloaded for free. Our community newsletter is able to be accessed through skool loop also.

We also use the app HERO to share messages and teaching and learning that is going on at school with specific information and reporting about your child.

# Starting School at Arohena School

**New entrant enrolments:** Parents enrolling a 5 year old for the first time are required to present a birth certificate and immunisation certificate. All our enrolments are done through the office. Arohena School encourages new children to visit prior to their 5th birthday, so that they can become familiar with the school environment, teachers, pupils and school routines. Times for these visits can be arranged by contacting the School Office. We enjoy a close relationship with the local Playcentre too. A stationery pack and book bag are issued once your child/ren start school. We encourage enrolments to be made via our school website; [www.arohena.school.nz](http://www.arohena.school.nz)

**Other enrolments:** We welcome children to our school throughout the year. When possible it is beneficial for new students to bring past exercise books and school records. This can help their new teacher to quickly get to know where they are at in their learning and begin a successful learning programme.

**Reporting to Parents:** We hold Parent / Student / Teacher goal setting interviews at the beginning of term one and term three. We have written reports in terms two and four. Parents/Caregivers are welcome to meet and chat with our teachers anytime throughout the year.



# Starting School at Arohena School

**HERO:** Here at Arohena School we use a communication and reporting system called Hero.

Hero allows schools to build an online environment that reflects our unique context. It enables teachers, students, and families to view and share content anytime, anywhere on any device.

We are excited about the features that Hero has to offer families. These include the ability for parents and caregivers to

- read and comment on posts relating to your child's learning
- view information on your child's progress and goals
- read and comment on school notices sent to the class or groups your child is part of

This is one of the tools we are using to achieve one of our strategic goals; to make learning more visible to our parents and whanau.

Over the year, staff and students post rich content Hero software and we look forward to sharing this with and including you in your child's learning journey So to get started.....

Search for 'Hero' in your app store and download. or visit <https://go.linc-ed.com>

Select "New user" Your account will be set up by the school using the email address that you provided when you enrolled your children, use this address to request a password. Please note: each contact must have their own email address. Enter your email address and click the "Request Password Link"

Check your email! If one doesn't arrive, ensure your school has your correct details on file. Follow the secure link and enter a password.

Contact your child's teacher if you have any problems.



# Health and Safety at Arohena School

**Car parking:** Please do not park in Bus parking between 8.15am – 9am & 2.45pm – 4.15pm. Cars may be parked across the road from the school.

**Sun safety:** Arohena School is a sunsmart school. Children are encouraged to take sensible precautions against the sun. Sunhats and sunblock are compulsory Terms 1 & 4 and encouraged on sunny days Term 2 & 3. If your child does not bring a sunhat to school during Terms 1 & 2 they will be encouraged to sit in the shade during break. Sun block is provided, however we do encourage your child/ren to bring their own each day.

**Medication / Sickness:** Children are only able to be given Pamol if parents have signed permission for headaches or high temperatures etc. We do not give any medication without prior parental permission. Parents may request staff to administer medication, but need to provide details of dose, times etc. When children are too sick to be at school parents will be phoned and requested to collect them from school. If parents are unable to be contacted then we will phone emergency references listed on enrolment forms.

**Healthy teeth:** The Dental Therapist visits once a year in a mobile caravan. Preschoolers can be seen during this time.

**Absences:** Parents are required to phone or text the school if children are absent from school. We will follow up on unexplained absences with a phone call. Messages may be left on HERO, the school cell phone or landline if your child/ren are absent from school.

# Arohena School Whānau

<b>Principal</b>	Justine Kingi
<b>Senior Class</b>	Puna Loughlin-King
<b>Junior Class</b>	Moana Hohepa
<b>Office Administrator</b>	Sarah Hohepa
<b>Cleaner/Caretaker</b>	Nikole Blunt
<b>Learning Assistant</b>	Noelene Ormsby
<b>Bus driver</b>	Noelene Ormsby
<b>Chairperson</b>	Robert Sherriff
<b>Staff representative</b>	Sarah Hohepa
<b>Member</b>	Cameron Te Brake
<b>Member</b>	Kety List
<b>Member</b>	Margaret Bierre
<p>Board meetings are held at school. Dates are noted in the fortnightly newsletter and everyone is welcome to attend.</p>	

# School Lunches

Children are able to purchase lunches from school on Fridays. Orders are taken in the office before school. It is helpful if the correct money is given.

Pies - Mince, Mince & Cheese \$3.00

Popcorn/ Corn chips - \$2.00

Juicies- \$1.50

Children can also bring noodles in to be heated on Tuesdays and Thursdays. These are to be brought to the office before school.

# School Bus Information

Children need to be at the bus stop 5-10 minutes before the scheduled pick up time, in a safe place. When exiting the bus they must wait for the bus to leave, before crossing the road. In most instances children will be picked up and collected on their side of the road.

After School, all children who normally travel on buses assemble in the covered cloak bay area for bus roll checks. Children going with parents will be dismissed from there when the bus has departed.

Our school bus service is provided by a private contractor - Neville Ormsby. The school bus driver will either be Mr Neville Ormsby or Noelene Ormsby. The Bus Controller is the principal.

We ask that parents please phone the bus driver, Nolene Ormsby 027 814 8865 or 07 883 5959, if children are not traveling on the bus or the school.



# Fundraising

**Calf/Stock Scheme:** Our school and community run a calf/stock rearing scheme as a major fund raising programme. This enables the school to provide resources and experiences for our children that are not covered by Ministry of Education funding allocations.

We ask members of the school and community to raise an animal each year that is later sold and funds are then donated to the school. Please make contact with Cameron Te Brake if this sounds like something that you could support our school with.

**Trail Ride:** This is another major fundraiser of the year. In 2021 we had over 395 riders and made a profit of over \$10,000 with the generosity of local farmers who kindly opened their farms. We always need people to help set up the course, removes signs etc once finished and help on the day. Plenty of notice will be given but please keep the first weekend of March free.

**Other fundraising:** The School is involved in fundraising activities for the purchase of additional equipment and resources. These activities included marshalling at the Targa Rally, catering and stalls and we always welcome any further ideas.



# Arohena School Curriculum

**School Trips:** During school trips we usually use private vehicles to transport children. Our policy states that all cars must have a current warrant of fitness and registration, all children must be safety belted in and the driver must be licensed. A travel form must be completed.

**Reading at home:** All children are encouraged to read at home each school night. This is important for their reading achievement and progress at school.

**Senior leadership:** We are part of a growing senior leadership programme with other full primary schools in the district.

We also aim to provide opportunities for our senior pupils to take on leadership roles and responsibilities in our school. Senior pupils assist with the school duties and our senior students take part in a range of senior leader challenges.

**Year 7/8 Technology Programme:** Our year 7/8 pupils, participate in the technology programme offered by Pukeatua School, fortnightly on Thursdays 9am - 2pm. Parents are asked to be a part of the rotation drop off and pick up.

**Student health and wellbeing:** At Arohena School we recognise the importance of wellbeing and the impact that this has on student achievement. We support student wellbeing through the practice of mindfulness, the teaching of a growth mindset and Forest School.

# Arohena School Extra-Curricular

**Agricultural Day:** Agricultural day is held early in the third term each year with the majority of our community being involved. We encourage children to participate in raising a calf, lamb or kid to bring on this day. Following our day there is a Group Day, which involves children from all schools in our Eastern Zone Cluster. This caters for those more competitive or those who have won ribbons at our day to compete further. It is hosted in turn by each Eastern Zone school.

**Interschool Sports Competition:** Our school is part of the Eastern Zone cluster of rural schools, which join together for the following sports. This allows our children to participate in sports with a wide range of schools plus allows them to be competitive in some sports. Sports programme:

Term 1: Swimming Sports – hosted by Pukeatua School

Term 1: Touch rugby – hosted by Waipa Christian School

Term 2: Cross Country – hosted by Arohena School

Term 3: Winter Sports tournament - hosted by Wharepapa South

Term 4: Athletics – hosted by Puahue School

# Arohena Community Groups

**Arohena Farm Discussion Group:** Arohena farm discussion group meets every 5-6 weeks. Any queries please contact. The convener is Robbie Sherriff- 07 872 3525

**Arohena Hall Committee:** Arohena Hall is run by a committee. If you are interested in hiring the hall or tables and chairs or have any general enquiries please contact Heather Te Brake 07 872 4565. Bookings are required.

**Arohena Playcentre:** Sessions run; Tuesday from 10.00 - 12:00 noon at the Playcentre. All children aged 0-6 years are welcome to attend. Any queries please contact – Shannon Sherriff 027 6977640 / 07 8723525

**Arohena Rural Woman:** Arohena rural woman is a group of women of all ages who meet throughout the year to plan community events.

**Church:** Some Catholic services are held the Church, please phone first to confirm. The Church is next to the Arohena hall. Contact: Nick Prendergast 07 872 4570 or Maria Blackwell 07 872 5520.