



Principals News....

Kia ora Koutou Whanau

Progress Interviews – September 11th and 18th

Thanks to those parents who returned their forms for the progress interviews. A reminder that we will be closing school at 2:15pm on the 11th and 18th of September. Buses will run at this time. Please let your child’s classroom teacher know if your child will be staying at school after 2:15pm on either of these days.

Showcase

The showcase is on Friday September 22nd at 1pm in The Duntroon Hall. We have a few acts lined up this year and these performers have been practicing for the show. We only have limited time at school to practice these acts so please encourage your child to keep up the practice at home.

Education Review Office

We had John, our evaluation partner from the Education Review Office come and visit school this week. The purpose of this visit was to work on summarising school conditions, learner outcomes and the overall strategic direction of Duntroon School. John has been working alongside Duntroon School for the last 2 years so knows our school well. He spent time speaking with myself, our Board of Trustees presiding member, Jason Sanford, staff, and students. He also visited classrooms to see some teaching happening. We were very pleased with the summary we received. We now have a draft report that will be available to parents sometime in term 4.

A couple of quotes from our draft report:

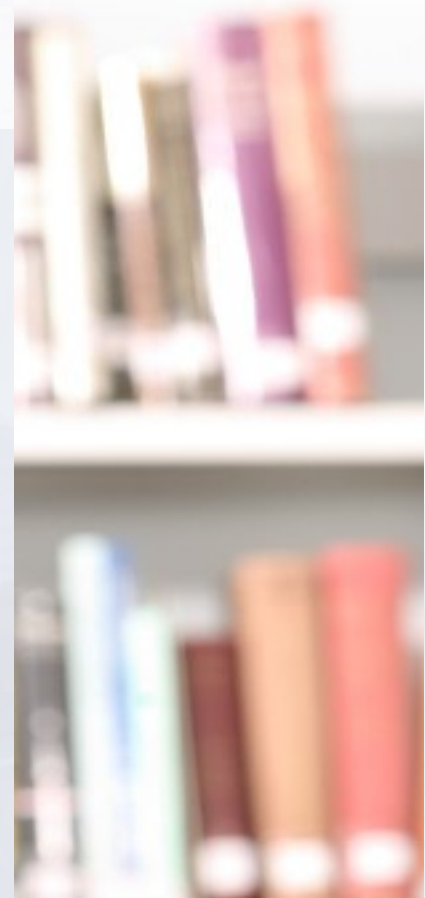
‘student achievement in reading, writing and mathematics is increasingly excellent and equitable.’

‘a school learning climate that is positive and underpinned by a school wide commitment to mana enhancing, respectful relationships.’

As soon as the full report is finalised, I will let parents know how to access it online.

Property Work

Over the next couple of months, we will have two property projects starting. We are getting the main entrance to school fixed. This will all be dug out, retained and new seal put in place. We are also getting a full bathroom put into the school where our existing accessibility toilet currently is. We will keep you posted on these projects. We look forward to getting both of these done.



In this issue....

News Cont.....	2
Skool Loop.....	2
Complaints Chart.....	3
School Housekeeping.....	4
Policy Review.....	5
Room Three News.....	6
Cartoon.....	7
Active Kids.....	7
Upcoming Dates.....	8
Brick Build off.....	9
Power Up.....	10

News Continued.....

Concerns and complaints

We know that at times parents may have a concern or complaint about something that has happened at school. We encourage you to follow our process for concerns and complaints. We would like to think we can resolve issues quickly and easily by following this, as most concerns can be resolved by simply having discussions with those involved. As I have in other newsletters, you will see attached to this newsletter a copy of the concerns and complaints flowchart for your information.

Have a great weekend

Go the ABs!!

Nga Mihi Nui

Mike and Staff



We value Respect, Honesty, Perseverance and Cooperation and Inclusion

The **BEST** we can be! • Ko te **PAI** e taea e tatou

Downloading the Skool Loop app - a step by step guide

Once you have downloaded the Skool Loop App, via either your Google Play or App store, please follow the below instructions to select your school -

- Open the Skool Loop App - you will land on a welcome page.
- Click the 'Select your schools' this will bring you to a menu you can either search your school or follow the country/region prompts.
- Once you reach your school, select it with the tick on the righthand side.
- Tap the 'select schools' button in the top right corner.
- Tap the big orange choose button. This will load your school and bring you to the settings page.
- Subscribe to the groups that are relevant to you, then click the 'go back' button on your phone, which will bring you to the main screen of your schools app.



Concerns and Complaints Process

Most concerns can be resolved informally by discussions with the people involved.

STEP 1

Your concern is **GENERAL IN NATURE**

OR ...

involves a particular **STUDENT OR STAFF MEMBER**.

Contact the person involved to arrange a time to discuss the matter privately.

Indicate what the concern is about and let them know if you'll bring a support person to the meeting.

If the concern is about a student, contact the student's teacher (or principal).

Meet with the person involved to discuss the matter.

Be prepared to listen to different points of view and try to work towards a resolution.

This may require another meeting and/or involve senior management.

Is the matter resolved?

Provide feedback as to whether you were satisfied with the outcome, or if the matter is not resolved.

YES

NO FURTHER ACTION REQUIRED

STEP 2

Your concern has **NOT** been resolved by meeting with the person concerned

OR ... does **NOT** involve a particular student or staff member

OR ... you **DO NOT** wish to approach the person concerned

OR ... involves the principal or a trustee (board member).

Contact the principal, senior management, or board member (as appropriate) to arrange a time to discuss the matter privately.

Indicate what the concern is about, any steps taken to resolve the matter, and let them know if you'll bring a support person to the meeting.

Meet with the appropriate person (as above) and discuss the matter.

Be prepared to listen to different points of view and try to work towards a resolution.

The principal may involve other people to help resolve the concern.

Is the matter resolved?

Provide feedback as to whether you were satisfied with the outcome, or if the matter is not resolved.

YES

NO

NO

STEP 3

Your concern has **NOT** been resolved by previous steps

OR ... your concern is more serious

OR ... your concern is serious and it's not appropriate to contact the principal (senior management) about it.

You can make a formal complaint.

See the school's **Making a Formal Complaint or Serious Allegation** procedure (SchoolDocs).

Put the complaint in writing (email or letter), giving as many facts and details as possible, and any steps taken to resolve the matter.

Include your name, signature, and contact details.

Send to the principal, presiding member (board chair), or deputy board chair/other board member, as appropriate.

Your complaint will be acknowledged.

The school will decide whether a formal investigation is necessary or appropriate. See the **Making a Formal Complaint or Serious Allegation** procedure (SchoolDocs).

If a formal investigation is required, subject to privacy, confidentiality, or other ethical and legal requirements, the school may keep you informed about the investigation process and timeframes, including confirmation of when the matter is concluded.

NOTE: Unless there are exceptional circumstances, a complaint will not be considered unless the correct process has been followed. You may be directed back to the staff member or principal to follow the process.

Once a formal complaint has been resolved, there are no further avenues to pursue the complaint with the school.

If you are not satisfied with the outcome of your complaint, you are encouraged to take advice and may wish to consider contacting other agencies. See the school's **Making a Formal Complaint or Serious Allegation** procedure (SchoolDocs).



A BIT OF HOUSEKEEPING

Absences

These must be communicated through the school office. There are a number of ways you can do this.

Email: office@duntroon.school.co.nz

Phone: (03) 431 2829

Text/Call: 021 216 1249

You can also do an absentee submission through Skool Loop.

Bus notices

If your child is not going to be on the bus in the afternoon, please communicate this through the office, NOT via text or email to your child's teacher, our teachers are very busy and these notices can easily be forgotten about.

Any permanent bus notices can also be emailed to the school office.

Early Pick up

Please remember if you are picking your child up early from school, they will be on the deck, ready for you to pick up. You no longer need to come into the office to sign them out.

Policy Reviews Term 3 2023

Please copy and paste the following link into your browser to access the reviews and follow the instructions on the School Docs website.

<https://duntroun.schooldocs.co.nz>

your username is – [duntroun](#)

your password is - 9494

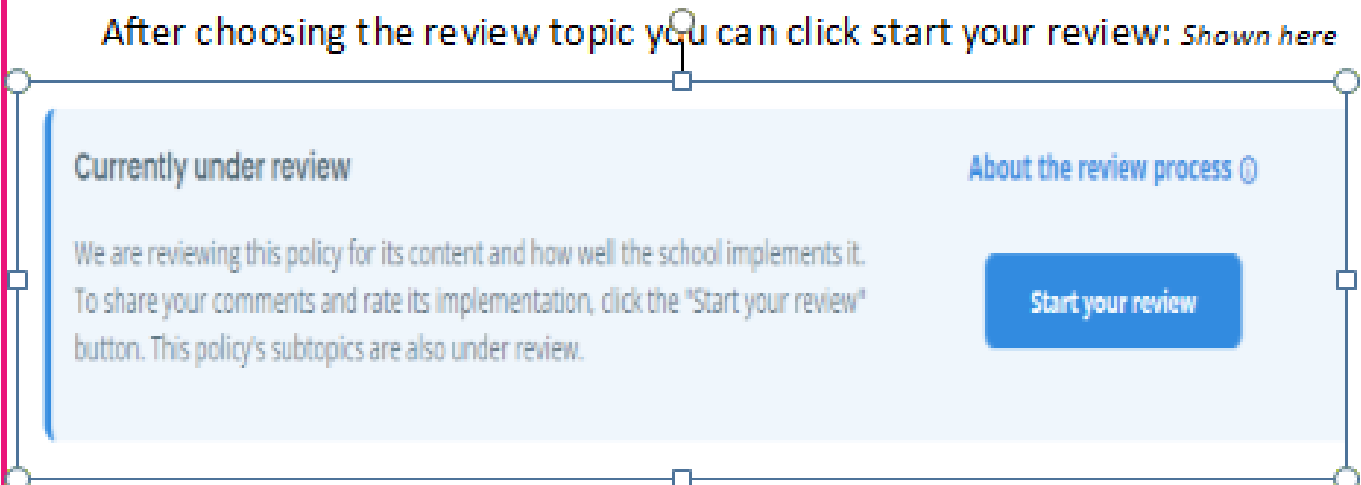
Click on the Current Review Tab – *Shown here*



These are the scheduled review topics this term:

Learning Support , Inclusive Education and Māori Educational Success

After choosing the review topic you can click start your review: *Shown here*



Currently under review [About the review process](#)

We are reviewing this policy for its content and how well the school implements it. To share your comments and rate its implementation, click the "Start your review" button. This policy's subtopics are also under review.

[Start your review](#)

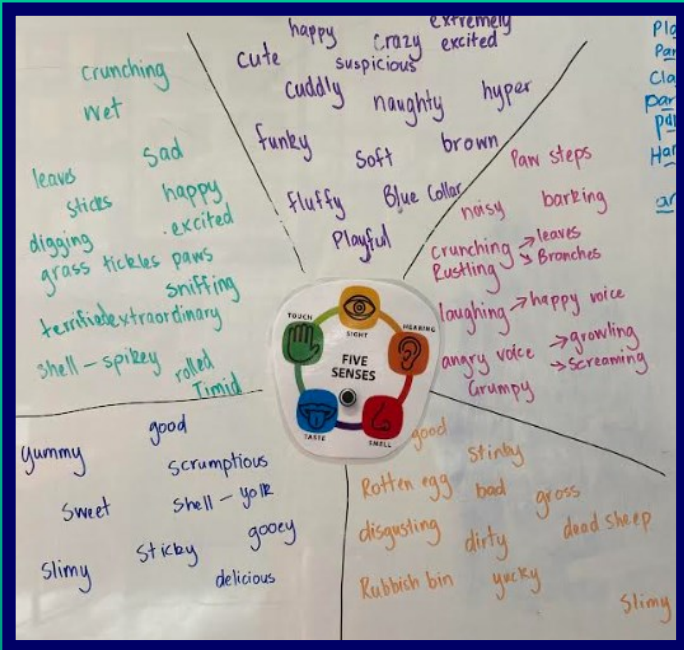
Please complete by Friday September 15th 2023

Thank you. Your feedback is appreciated.

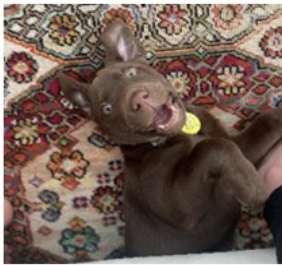
Room 3 News

Room 3 has been very busy during writing this term. We have recently introduced a new approach in the junior syndicate to ensure that we use specific and exciting vocabulary in our descriptive writing! It is also used to ensure that we structure our writing correctly with a beginning, middle and end.

We firstly began by brainstorming some amazing vocabulary that we could include in our writing. We thought carefully about our five senses and in this example, we are imagining ourselves as Gus (Miss McNeill's Brown Labrador). The start of our writing is about how awesome Gus is, then in the middle Gus has found a rotten egg to roll in and finally Gus has been told off and is no longer feeling bold and brave. We carefully then select vocabulary appropriate to the beginning, middle and end of our writing piece. I am very proud of how the children have shown perseverance with this new task and are thinking carefully about the way they use the vocabulary they have chosen.



We Are Learning To:



crazy

excited

mischievous

mission

upset

stinky

Check out this photo of Evie, Eleanor, Amelia, Izzy, Cooper and Matilda, having a fantastic time during discovery afternoon with Ms. Milmine!

We have some absolutely wonderful creative minds in Ruma Toru mixed with a whole lot of fun!





"Every year Hollywood makes tons of remakes and nobody bats an eye. I remake someone else's homework and now I'm here!"

Active Kids Waitaki Holiday Programme October 2023

Waitaki Community
Recreation Centre

Monday -Friday
2 – 6 October; 9.30am – 12.30pm

Primary & Intermediate-
aged children



\$10 per child per day or \$45 per child for the whole week

Regos open now. Places are limited to 40 children per day.

To register, go to

www.sporty.co.nz/waitakirc

For more info contact the Rec Centre 4346932

Registrations open now www.sporty.co.nz/waitakirc

Monday, Tuesday, Wednesday, Thursday,
Friday: 9.30am – 12.30pm
Different activities each day!



The **BEST** we can be!

**BELIEVE IN
YOURSELF
EMPOWERED
TO LEARN
SOCIALLY
RESPONSIBLE
THINKERS
AND
LEARNERS
FOR LIFE**

DATES TO REMEMBER

SEPTEMBER

11th September—Progress Interviews
15th September—Yr 8 Career Day
18th September—Progress Interviews
19th September—School Photos
22nd September 1pm—Duntroon School Show case
22nd September—Last Day of Term 3

OCTOBER

9th October— Term 4 Starts
16th-20 October— Year 6-8 Camp
23rd October—Labour Day
25th October—Cricket Skills
27th October—Upper Waitaki Athletics
31st October-3rd November—Tech Week

Duntroon School

1 Livingstone Street
Duntroon 9494

Phone: 03 4312 829
Cell: 021 216 1249

E-mail:
office@duntroon.school.nz

Account:
02-0900-0000540-000

Absences

If your child is going to be absent from school, you can notify school by doing the following:

A phone call to the school office (03)4312829

A text to the school mobile phone (021)2161249

An absentee submission on our Skool Loop app

An email to the office on office@duntroon.school.nz

The great Waitaki

BRICK BUILD-OFF



WANTS YOU!!



APPLY NOW TO COMPETE

PICK UP a team application form from
the display by the front door of the
Ōamaru Library, or

DOWNLOAD a team application form at:
www.waitaki.govt.nz/libraries - what's on

Application forms also available at branch libraries at:
Hampden - Palmerston - Kurow - Otematata - Ōmārama

Applications close: 5.00pm Friday September 8, 2023

Competition: Saturday September 23, 2023



in conjunction with



with special guest judges, and
LEGO® Masters NZ contestants
Rachel and Amy!



Power Up Community Fund applications are open

Apply now



Meridian.

Got a community project that needs funding?

Applications are open until midnight 24 September 2023.

How to apply

For more information and to apply:

- visit meridian.co.nz/pu-waitaki
- email community.fund@meridianenergy.co.nz
- call 03 357 9732