TE KURA O ŌWHIRO
ŌWHIRO BAY SCHOOL



NAU MAI HAERE MAI KI TE KURA O ŌWHIRO BAY

WELCOME TO ŌWHIRO BAY SCHOOL

Aroha • Whanaungatanga • Auahatanga

We are delighted to welcome you and your tamariki to Ōwhiro Bay School.

Our kura is warm and inclusive. Our staff are passionate about delivering an engaging curriculum that celebrates our local environment and sparks a love of learning.

The Ōwhiro Team



Cilla Scott
Tumuaki / Principal



Vikki Martin
Deputy Principal / SENCO / Māhuri Teacher (years 5 & 6)



Cameron Laing
Whanake Teacher (years 3 & 4)



Niky Clegg
Harakeke Teacher (year 2)



Jenn Andrew
Harakeke Teacher (new entrant & year 1)



Lisa Wilkinson
Harakeke Teacher (new entrant & year 1)



Sarah Moorhouse
Flexible Teacher



Caitlin van Ballekom
Release Teacher Māhuri



Helen Orange
Teacher Aide



Keely Turuwhenua
Teacher Aide



Maye Spanhake
Teacher Aide



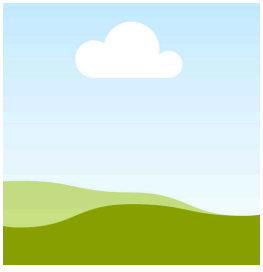
Alex McKewen
Teacher Aide



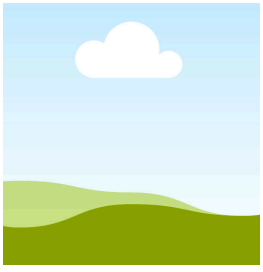
Kim King
Teacher Aide



Louise Halafihi
Teacher Aide



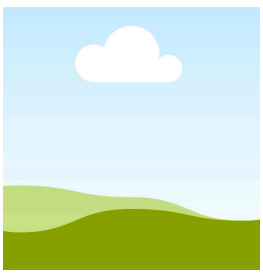
Kohin Fulop
Teacher Aide



Mere Milner
Teacher Aide



Kate Blakeley
Office Manager



Joanne Leggett
Finance Officer

What Makes Ōwhiro Bay School Special?

Location: ŌBS offers the best of both worlds - a boutique, rural atmosphere nestled right on the edge of the city. Located on the gateway to the stunning Ōwhiro Bay and Pariwhero (Red Rocks), our environment is more than just a backdrop; it's our classroom.

Values: Our AWA values define who we are as a school. They connect us to this land, to its stories, and to a future our tamariki will help shape. **Aroha** (kindness and generosity), **Whanaungatanga** (belonging and community), and **Auahatanga** (creativity and imagination). As a PB4L (Positive Behaviour for Learning) school, we use these values to build an inclusive, joyful environment. When challenges arise, we lead with restorative practices, teaching our tamariki the social and emotional skills they need to thrive.

Community: Our seamless partnership with Ōwhiro Bay Kindergarten ensures that the leap from kindy to primary school is a confident, happy glide. New students to the area are similarly welcomed with careful transition.

Facilities: Our kura is designed for play and movement featuring a junior and senior playground and brand-new swings. We have a full-sized tennis court, new basketball and netball hoops, and an expansive field for sport and exploration. The Ōwhiro awa runs right alongside us, serving as a living laboratory. Our students act as guardians (Kaitiaki) of this taonga, working with the local Stream Team to plant, weed, and study the water. It is a place for science, for connection, and for Hauora (wellbeing).

Parentlink: When you join ŌBS, you're part of the team. Our active Parentlink group drives the social and fundraising heart of the school, from our famous Country Fair to vital pastoral care. Manaaki Rōpu help support school meetings and whānau hui sharing baking and kai. There are many ways to ensure your talents can enhance the life and facilities in the school, so we would love to hear how you can support.

Celebrations: Every Friday at 2:30pm, we gather for assembly - alternating between student showcases and community singing. It's the perfect way to see our values in action; we'd love for you to pull up a seat.



STARTING SCHOOL

When can my child start school?

Usually, children start school following their fifth birthday. Occasionally, parents choose to start their child later, but this must be before your child turns 6 years of age.

Flexible Cohort Entry

Most children start on or soon after their fifth birthday. However, if we have a larger group of New Entrants ready to start in close proximity to each other, we will ask parents to hold off starting their child until the next cohort date. This will enable the classroom teacher to prepare for a larger group arriving at once.

Following is a list of dates if we need to revert back to a cohort entry in 2026:

Term 1 - 4 February	Mid-term date - 9 March
Term 2 - 20 April	Mid-term date - 25 May
Term 3 - 20 July	Mid-term date - 24 August
Term 4 - 12 October	Mid-term date - 16 November

School Visits

We encourage you to make an appointment to speak with the Principal to find out more about our school and to have a good look around. Please make appointments by contacting office@owhiro.school.nz or phone 04 383 7189.

New entrant children usually visit the classroom several times before they start school to familiarise themselves with the class and activities. This helps to have a smooth and happy transition.

If your child attends Ōwhiro Bay Kindergarten, they will visit with other children near their age for Learning Through Play and other activities, each week when possible.



Attendance at School

School officially starts at 8:55am each day, with learning beginning promptly at 9:00am, so students are ready to settle in. If your child is unwell or needs to be away for an appointment, please let us know each day via the school app, our website, email, or phone. Even if your child will be away for more than one day, it's important to contact the school each day they are absent.

Drop Offs/Pick Ups

Supervision is not available before 8.30am, as this time allows our teaching staff to prepare for the day. If you require before-school care, Enjoy Childcare offers care prior to school starting. Enjoy Childcare can be contacted at www.enjoychildcare.co.nz or 027 365 6900.

School pick up time is at 3.00pm. Year 1 - 4 students should be collected from outside their classrooms. If they are attending after-school care, Enjoy will collect them from their classroom.

Children in the grounds after school need to be supervised by parents/whānau/caregivers.

School Stationery

Stationery is available through OfficeMax Online and we ask parents to place these orders direct with OfficeMax. We'll provide you with the correct stationery list for your child (it will also be loaded on the OfficeMax site), making it nice and easy. You'll find the OfficeMax flyer included in your enrolment pack.

Cell Phones & BYOD

We have a cell phone free environment for students during school hours, unless they have a medical requirement to have one, eg, diabetes. Phones are locked in the office during school hours. These are collected at the beginning of the day and handed back to students at the end of the day. If you need to get a message to your child during the day, please contact the school office on 04 383 7189.

You can view our cell phone policy on SchoolDocs - available on our website, www.owhiro.school.nz

You are not required to provide a device for classwork. A device will be provided for any online learning.

Personal Belongings

Please make sure that all personal items are named, including shoes and outerwear. We ask that our tamariki keep their precious toys and belongings at home to save any heartbreak if they get lost or broken.

You can help us build your child's independence. Please encourage them to carry their bag into school, to sign themselves in, and to unpack what they need for the day, such as their book bag and the books they have read overnight.





SCHOOL ORGANISATION FOR 2026

We have a fabulous teaching team. Our teachers (kaiako) - Jenn, Lisa, Sarah, Cameron, Niky, Vikki, and Caitlin - are all experienced teachers. They are superbly supported by our Teacher Aides - Alex, Helen, Maye, Louise, Keely, Kohin, Mere and Kim. Cilla, our Principal, also teaches across the school when required.

Harakeke 1

- New Entrants - Year 1 (Room 6)
- Kaiako - Jenn Andrew (Monday and Tuesday)
- Kaiako - Lisa Wilkinson (Wednesday - Friday)

Harakeke 2

- Year 2 (Room 7)
- Kaiako: Niky Clegg

Whanake

- Year 3 - 4 (The Orange Room)
- Kaiako: Cameron Laing

Māhuri

- Year 5 - 6 (Rooms 4 and 5)
- Kaiako: Vikki Martin (also our SENCO and Deputy Principal)
- Release kaiako: Caitlin van Ballekom

Flexible Teacher

- The Blue Room
- Sarah Moorhouse will be undertaking a key teaching role this year, including leading literacy intervention groups, teaching two maths classes, and delivering enrichment programmes across the curriculum while providing CRT release. This role will help reduce the workload for classroom kaiako and deliver targeted support for our ākonga.

Mihi Whakatau

At the start of each term, our school community gathers for a mihi whakatau.

This is our way of welcoming new whānau, staff and students to our learning community. You are very welcome to bring extended whānau and anyone important to your child as they begin, or continue their learning journey.



Donations & Charges

School donations are voluntary and tax deductible. School donations contribute to running costs, and help fund resources and additional support for all of our learners. We are extremely grateful to receive these.

Donations for 2026 are set at:

- One child: $300
- Second and subsequent sibling: $280

Some activities, such as extra-curricular sports, incur additional charges. Support is available to ensure no child misses out. Please let us know if you need financial support for your child to play an after school sport.

Home Learning

Year Level	Kaiako	Expectations
NE - Year 1	Jenn and Lisa	Letter/sound keychains, reading, occasionally spelling words and handwriting. Home Learning Books sent home each day. Counting and finding numbers maths in the real world
Year 2	Niky	Irregular words, spelling words (that they have done), reading: shared poetry, shared reading, group reading text (sent home in Home Learning Book).Some children are given sound tiles to help them. Some maths occasionally.
Year 3 & 4	Cameron	Spelling words sent home weekly on Mondays, back on Friday. Reading regularly by students and to students (by an adult)TT Rockstars can be accessed from home - each child has a log in. A great way to practise times tables.
Year 5 & 6	Vikki	Spelling words sent home weekly to practice the current concept. Reading regularly - encouraged but not forced, could read library books, lego instructions, etc. Occasional research for our kaupapa topics.

School Trips

Throughout the year, students participate in a range of educational trips. Trips are advertised through the school newsletter and app, and parent assistance is often required for them to proceed.
Occasionally, support with student transport is requested. In these instances, vehicles must be registered and warranted, and appropriate booster seats must be used where required. Most trips, however, are undertaken by bus.

From time to time, unplanned trips may occur to nearby locations. These may include observing dolphins or whales, studying and classifying marine and shore life at the beach, conducting investigations at the stream, planting with the stream team, or enjoying morning tea or lunch by the stream. On trips, staff will wear fluro vests and carry first aid equipment and cell phones. Trips will only take place if sufficient supervision is available.

General permission for trips is obtained when your child is enrolled at the school.

Sports

Students can enjoy a range of optional sports, such as netball, basketball and floorball. These teams are made possible thanks to the support of our wonderful parents and caregivers, who generously volunteer their time to help manage and coach. We truly appreciate this support, as it allows our students to participate, build skills, and enjoy being part of a team.

Students also participate in school sports days, such as cross-country and athletics. Opportunities to compete in inter-school competitions, including cross-country, athletics, swimming, and miniball, are also available.

Swimming

Swimming lessons usually take place in Term 4 each year. Our junior classes enjoy their swimming sessions at Little Makos at Berhampore School, while our senior students head to the Kilbirnie Aquatic Centre. Students travel to and from the pools by bus once a week for 8 weeks.

Lucky Book Club

Twice per term, book club catalogues come home with students. Books are ordered online and delivered to school. Orders earn valuable points for the school, which are used to purchase books for our library.

Enrichment

Ōwhiro Bay School gives students the chance to expand their learning, engage with the community, and enjoy all that our surroundings have to offer. Some of the opportunities available can include:

- Kapa Haka
- Garden to Table programme
- Buddy reading
- Learning Through Play
- Sports events/teams
- EOTC (Education outside the classroom) days
- Community events
- Year 6 sleepovers
- Whole school events
- Student Council
- Stream Team
- Sustainability Club





KAI

We love seeing the healthy lunches our tamariki bring to school. If you need any ideas, please ask your child's teacher. They will also need a fruit or vegetable snack in a separate container and a water bottle.

Food Breaks During the Day

- 8.55am: School starts
- Fruit Break: Tamariki are offered fruit breaks throughout the day
- Morning Tea Break: Between 11.00am - 11.25am. Children have a snack and off to play.
- Lunch Break: Between 12.40pm - 1.30pm. Students eat their lunch supervised for the first ten minutes by duty teachers/staff. When a satisfactory amount of lunch has been eaten, students are released to play. We appreciate appetites differ greatly!
- 3.00pm: The school day ends

Please let us know if your child has any issues around kai, including allergies, avoidance, or cultural considerations.

Lunch Ordering

Lunch ordering is available through ezlunch. Orders are placed online and delivered to the school. Please see ezlunch (www.ezlunch.co.nz) for menus and delivery days.

Kai At Shared Events

Occasionally, we have special occasions or fundraising events where students bring food from home to share. Please make sure any food is clearly labelled with the ingredients, as some of our students have allergies.



COMMUNICATION

Informal Check-Ins

Your child's classroom teacher is the best first port of call for any queries you may have. If you have anything you wish to discuss with them, please organise a mutually convenient time. Cilla, our Principal, is always happy to discuss any queries or concerns too, but please make every effort to chat with your child's teacher first.

Formal Reporting to Parents

After your child has been at school for five weeks, their teacher will arrange a time to discuss how they are settling in and celebrate their successes. Further parent conferences are scheduled after your child has had 20 weeks and 40 weeks at school.

In terms 1 and 3, all students have a Learning Conference with their teacher and whānau.

At the end of Term 2 and Term 4, a written Record of Achievement will come home for all students.

Newsletters

School Newsletters: Our newsletter is sent out every second Thursday via email and our app, and you can also find it on the school website. It's packed with important updates about our school, our students' achievements, and happenings in our community. We really encourage you to take a few moments to read it, as it's our main way of keeping in touch with you!

Class Team Newsletters: You will receive a team newsletter each term outlining important dates and information for the term.

School App

HERO is our primary form of school communication. This includes a calendar of upcoming events, weekly newsletters, absences, term dates, and important links, as well as alert reminders for events and activities.

Policies & Procedures

To view ŌBS policies and procedures, please see SchoolDocs on our website - www.owhiro.school.co.nz
Community username: owhiro
Community password: happy

HEALTH & HAUORA

Medication

Please make sure the school has up-to-date information about your child's health needs, including any challenges they may experience in the classroom. Sharing this information helps us prepare properly and provide the best possible support for your child.

If your child needs medication while at school, please let their teacher know and complete the Medication Authority form at the school office. All medication is stored securely and administered by office or teaching staff.

Staying Sun Smart

In Terms 1 and 4, tamariki wear a hat when outside. We encourage them to leave their hat at school so it is here for use each day. Please name this clearly. We also sell ŌBS hats for $10 from the office. This goes towards the School Council fundraising efforts.







Pātaka Kai/Pastoral Care

Our pātaka kai, generously supported by Do Some Good, is available throughout the school day for our whānau to help themselves. It is stocked with non-perishable foods, hygiene products, and frozen food.

Ōwhiro Bay School parents provide awhi and support to each other in a number of ways. One way is through pastoral care. We have a meal and baking tree and the ability to provide support, supermarket and petrol vouchers, and help with clothing needs or school costs.

Dental Unit

Bee Healthy Regional Dental is the community-based dental service providing free dental care to tamariki in the Greater Wellington region. The Mobile Dental Unit visits our school each year to give tamariki their annual dental examination. If further treatment is required, parents/caregivers are contacted by the Dental Therapist to be seen at a Bee Healthy dental hub.

Hearing & Vision Testing

Te Whatu Ora (Health New Zealand) provides free, routine hearing and vision screening, typically for new entrants. Children who require follow-up or regular hearing and vision testing will have their needs monitored to ensure they receive the appropriate support. Please make sure the school has current information regarding any hearing or vision concerns.

Before & After School Care

ENJOY Child Care offer before and after school services at our school. Enjoy operates from the school hall. Parents/caregivers interested in using these services should contact Enjoy directly.

Road Patrol

Year 5 and 6 students, together with a parent or other adult, takes a turn on the road patrol roster in the morning (8.30 – 8.45am) or afternoon (3.00 – 3.15pm). To help them feel confident and prepared, students receive training with the NZ Police.

Scooters & Bikes

Children are encouraged to walk or ride to school whenever possible. For safety, helmets must be worn when riding bikes or scooters. Please remember to walk your wheels across the road.

Bikes and scooters may be used during morning tea and lunch times on the tennis courts. Bike and scooter parking is available on the south side of the School, between the Kindy and the School.



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ŌWHIRO BAY SCHOOL

We would love you to come and visit our classrooms to see if we are the right fit for your child.
Nau mai, haere mai!

We look forward to hearing from you.

www.owhiro.school.nz
office@owhiro.school.nz
Phone: 04 383 7189
96 Happy Valley Road, Ōwhiro Bay

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