



WHATS HAPPENING

FEBRUARY

- 12th -BoT Meeting 6pm
- 13th- Yr 7&8 Technology begins (every Tuesday @ TKHS)
- 13th - Parent Interviews
- 15th - Trail ride fundraiser meeting @school 5pm
- 22nd - Swimming sports practice @ Te Kuiti pools 12.30-2.30
- 29th - Rangitoto School swimming sports @ Te Kuiti pools 9-12-pm

MARCH

- 4th -BoT meeting 6pm
- 4-7th - Bike week
- 7th - TRYathlon
- 12th - Yr 7&8 Leadership day in Rotorua
- 13th - Teacher only Day
- 29th - Easter

APRIL

- 1st-2nd - Easter - School closed
- 8th BoT meeting
- 12th - Last day of Term 1

PRINCIPALS MESSAGE

KIA ORA WHANAU,

A warm welcome back to Rangitoto School after a delightful summer break! It's fantastic to witness our students returning, reconnecting, and enjoying each other's company.

We extend a very warm welcome to four new students and their families who started this week: Wolf, Levi Williamson, Hunter Lewis, and Sophia Edgcumbe. We're excited to have you join our Rangitoto School family, and we look forward to nurturing the Rangitoto School values of being confident, caring, creative, and curious throughout your learning journey here.

Our students are settling into their classroom routines this week, engaging in various learning opportunities, such as setting out their books correctly, understanding equipment placement, navigating educational programmes on Chromebooks, and learning movement around the classroom. These foundational elements contribute to a smooth classroom environment, setting high standards for the year.

BUS BEHAVIOUR:

A reminder for all students using the bus system to adhere to the bus transport code of conduct. It's crucial for the safety and efficiency of the journey. Please take a moment to remind your children of bus rules, including remaining seated, refraining from eating on the bus, and respecting fellow students and their property.



AFTER SCHOOL ARRANGEMENTS:

Please let the office know of any changes to after school pick ups or bus arrangements, we cannot action verbal after school changes from students. If your child is regularly picked up for sport on a practice, we can add this to our bus roll as a 'regular change'. We are very accommodating of last minute changes as we understand that unforeseen circumstances can happen but we do ask for you to communicate with us as much as possible.

TRAIL BIKE FUNDRAISER MEETING:

A big shoutout to Troy and Mel Templeton, along with Daniel and Rebecca Lynch, who are working tirelessly to organise the Rangitoto School Trail Ride Fundraiser on March 16th.



We invite those interested in helping to attend a meeting on February 14th at 5 pm. Your support is invaluable, and if you can't make the meeting but wish to contribute, please inform the office.

ATTENDANCE:

Regular attendance is crucial for your child's learning. The government has mandated an hour of reading, writing, and maths daily. "Every Day Matters," and we want your child to thrive at Rangitoto School. Your partnership in ensuring regular attendance is highly appreciated.

COMPLAINTS POLICY:

Refer to the attached complaints policy for concerns. For access to all school policies and procedures, visit www.rangi.schooldocs.co.nz, with the community username 'rangi' and password 'rural.'

STATIONERY:

Please contribute \$40 towards your child's stationery costs, covering materials for the year.

Pay into the

Rangitoto Board of Trustees account (02-0448-0029581-00)

with your child's name as the reference or bring cash to the school office.

Invoices will be sent home shortly.



MOBILE PHONES:

"Phones away for the day" is a new regulation that the Government has put into place to keep mobile phones from being used during school hours.

At Rangitoto School we have always had this policy in place.

Although, if your child does bring a phone, it must be handed into the office upon arrival and will be returned at the end of the day.



USEFUL LINKS AND INFO

SCHOOL BANK ACCOUNT DETAILS:

RANGITOTO SCHOOL BOARD OF TRUSTEES | 02-0448-0029581-000

RANGITOTO SCHOOL POLICIES:

WWW.SCHOODOCS.CO.NZ | USERNAME: RANGI | PASSWORD: RURAL

PARENT INTERVIEWS:

On Tuesday 13th of February the teachers will be available to talk with parents after school. Please make sure you have completed a booking through the office or skoolloop. This time we would like to ask you a few questions about your child like:

- What would you like me to know about your child?
- How do you think your child learns best?
- What are your child's interests?
- What hopes/expectations do you have for your child's learning and development this year?
- Has anything changed from last year that we need to know about?

Then feel free to ask any questions that you have.

WORKING BEE:

A huge shout out to Craig Walker and his family for beginning the process of staining the deck. We have ordered more deck stain to finish the job off, if you are able to help with the staining, please let me know.

We are looking forward to chatting next week with you, have a super weekend and enjoy the sunshine!

**Nga mihi,
Pip Were
Principal - Rangitoto School**

WELCOME

**Introducing our new students
Sophia, Wolf, Levi and Hunter**



HAPPY BIRTHDAY



**Happy Birthday to
Rain, James L and Pharrah
who celebrated
their birthdays during
the holidays.
We hope you all had a
wonderful day**



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D&R LYNCH | N&A BLUETT | B & P WERE | K&C RANDLE PARTNERSHIP | H&R DUDER**

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

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.

This flowchart aligns with the school's Concerns and Complaints policy and procedures | Copyright © SchoolDocs Ltd

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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).