



**KAURI
FLATS**

Unrelenting curiosity for learning

General Information – Need to know!!

Kia ora whanau. Please read the following information carefully as it will give you all of the necessary information to ensure the smooth operation of the school and community without any confusion or frustration.

The School Day:

School Starts: 8:30

Morning Tea:

10:30 – 11:00

Lunch Eating:

12:45 – 12:55

Lunch Play:

12:55 – 13:30

End of the day:

14:45 (Monday – Thursday)

13:45 (Friday's only)

Any parent/caregiver on site must report to the office **at all times during the school day**

Late:

If your child is late to school, **THEY MUST REPORT TO THE OFFICE**. This ensures we know your child is on site and the school does not contact home asking where your child is. Continuous lateness may result in a referral to the Ministry of Education Truancy Services.

Absence

It is vital you report you child's absence before 9am on the day of absence. The school is required to report all unexplained absences to MoE Truancy Services.

Mobile Phones and Smart Watches

Mobile phones are to be left at the office before the school day and collected at the end of the day. Students do not need mobile phones during the school day as any messages must come through the office. If a child does not hand their mobile phone to the office and it is lost, damaged or stolen, this is **not the schools responsibility**.

Smart Watches at school are for telling the time only. Should it be used for anything else during the school day, it will be taken to the office and collected by a parent/caregiver.

Smoking and Vaping

All New Zealand Schools are smoke and vape free.

Any child caught smoking, vaping or bringing such items to school will be stood down (*dependent on age and circumstance*).

Water & Milk Only

The school is water or milk only; this means no juice, fizzy, energy drinks etc.

There are plenty of water fountains around the school.

If your child misses:	That equals:	Which is:	And over 13 years of schooling, that is:
1 day every 2 weeks	20 days per year	4 weeks per year	Nearly 1.5 years
1 day per week	40 days per year	8 weeks per year	Over 2.5 years
2 days per week	80 days per year	16 weeks per year	Over 5 years
3 days per week	120 days per year	24 weeks per year	Nearly 8 years

If your child misses:	That equals:	Which is:	And over 13 years of schooling, that is:
10 mins per day	50 mins per week	Nearly 1.5 weeks per year	Nearly half a year
20 mins per day	1 hr 40 mins per week	Over 2.5 weeks per year	Nearly 1 year
30 mins per day	Half a day per week	4 weeks per year	Nearly 1.5 years
1 hour per day	1 day per week	8 weeks per year	Over 2.5 years

Early Pick Up

Please report to the office if, on the rare occasion, your child needs to be collected early

Waste Free

The school is trying it's best to be as waste free as possible and therefore all rubbish from your child's food is to be taken home

Chewing Gum

Chewing gum is not allowed in school at all

Lunches: Sadly we are one of the only schools in Papakura/Takaanini who do not receive free lunch in schools from the Government. This is a huge frustration with no explanation from the Ministry as to why! With the cost of living, we also appreciate how expensive it is to provide a healthy lunch when the most expensive items are fruit, veg and dairy. However, we do ask that your child comes with some fruit and reduce the packaged and sugary items in lunchboxes – such as chocolate. Fruit sticks and nuggets are not fruit, they are merely sugar with a fruit flavour.

Fashion Accessories

False nails, nail polish, lip gloss, makeup and lipstick are not school uniform accessories. The office has makeup remover and nail polish remover should students come to school with makeup, lipstick or nail polish.

Uniform:

From time to time an item of uniform may be lost, dirty or delayed with shipping. Should your child not come to school with full uniform, please ensure an email, note or phone call to school is provided. As per the enrollment policy signed by all parents/caregivers, uniform is compulsory.

Parking

Sadly there is no parking on site and very restricted around the school. Auckland Transport are not very responsive or supportive of any requests and due to the school's small zone, believe everyone should walk to school.

Home Learning

International research states that home learning, other than regular reading and basic math practise (times tables) has little impact on learning for primary aged children. Regular school attendance has the biggest impact on learning. Therefore, it is an expectation that during the week students read daily and practise their basic math facts.

Attendance

It is vital that your child attends school regularly. We understand children get sick, however missing days because it is raining or windy, or your child has a short appointment and doesn't come back to school, are not excuses for missing learning.

Extended Holidays

School holidays are plenty of time to book overseas travel, especially the long Christmas break. Holidays during term time are not permitted or an acceptable excuse to miss learning. Three school weeks travel will result in your child being removed from the school roll and having to re-enrol upon return to Kauri Flats. The school is not responsible for providing learning during an absence due to a holiday and parents/caregivers will need to maintain their child's learning to avoid achievement going backwards and your child falling behind with the studies.

Complaints and Concerns

Should there be a concern or complaint please follow the steps below

Step 1: Contact your child's Awhina Teacher

Step 2: If the issue is not resolved, contact the respective DP (details on Website)

Step 3: If the issue persists, contact the Principal

Behaviour

We expect the best from our students and also our community. All parents/caregivers and students are expected to follow the school's TREC values (Thinking, Respect, Empathy and Courage). The school take continuous misbehaviour seriously and this may be seen as a harmful and dangerous example to others or gross misconduct. Appropriate consequences will be put in place and this may also result in you picking up your child from school and a transition programme put in place until the appropriate, expected behaviour is displayed.

We also expect our parent/caregiver conduct towards each other and staff to be respectful. Whilst we are aware situations and circumstance can frustrate; swearing, threatening or any kind of disrespectful behaviour will not be the solution to any problem. The school will not tolerate this kind of behaviour and will result in swift action.

Bullying

Bullying of any kind is not acceptable and the school takes all concerns seriously. This includes online (social media, sharing video etc).

The definition of bullying is

A repeated negative action (physical/verbal) that happens repeatedly over a period of time, this is not a one off incident or disagreement but a series of negative actions repeated over a period of time.

Hauora

The school prides itself on the four pillars of Hauora that are embedded within the school curriculum:

- Taha Tinana (Physical Wellbeing)
- Taha Hinengaro (Mental Wellbeing)
- Taha Whaanau (Family)
- Taha Wairua (Spirit)

Safe Internet Use

For students in Years 5 – 8, a Chromebook is provided to support learning. The school is protected by Network for Learning's firewall and internet safety.

At KFS we use technology to support learning, as a tool, not as a digital classroom.

Inappropriate use and carelessness with the device will result in a loss of that privilege for as long as the school sees fit and cost of replacing/fixing the device may fall with the parents/caregivers.

Devices at home

The internet and devices can be a wonderful tool and fun place to be immersed. However, it can also be a filled with misinformation, explicit material and breed online social media issues and bullying – issues the school does not take lightly should students become caught up in these behaviours.

Social media and the internet have a large influence on children and their Hinengaro (wellbeing). In order to lessen the influence of social media and its impact on student behaviour, parents should monitor and restrict what their children are exposed to. For younger students, what they are exposed to is replicated at school – please make sure what they are exposed to is age appropriate.

Research suggests that no more than 30 minutes is spent on a device before a break is needed to keep the brain active.

Please note, any online/social media issues outside of school are now reported directly to the police and the file is kept of the issue for follow up.

Graduate Profile:

The Graduate Profile (Mangoopare) is a significant symbol to both Kauri Flats and Te Akitai Waiohau (the school's iwi affiliate). The Papakura inlet once had 40 different species of shark and was a staple food for Mana Whenua. For the school, the Mangoopare is broken down into six skillsets we expect our students to graduate KFS with in preparation for not just High school, but life itself. The symbol displayed horizontally represents the whole (everyone). The symbol displayed vertically represents the person (the individual)

