

SCHOOL CROSSING PATROLS

The Mungavin Ave Road Patrol will operate between 8.30-8.45am. The children will be supervised while crossing on Mungavin Ave after school.

PHONE NUMBERS AND PARENT CONTACTS

Please advise the school of any changes of address, phone number or parent contact. It is vital that we have up to date records in case of an emergency, especially names of adults who can pick up your children if you are unable to.

VALUABLES AT SCHOOL

We ask that parents do not allow children to bring toys/valuables to school. Teachers can waste a lot of time sorting out problems with lost or broken toys.

REPORTING TO THE OFFICE

Parents are asked not to interrupt teachers and children during class time. Please leave any lunches or messages at the office and we will ensure that they are delivered at the appropriate time.

REPORTING TO PARENTS

We aim to inform parents of their child's progress and achievements throughout the year. A Parent/Teacher Conference will take place each year and will be an honest appraisal of children's progress and achievements.

5 Year Report and Interview

6 Year Report and Interview

Term 1 - Sports Evening

-Student/Parent/Teacher Meetings

Term 2 - Written Report Years 4-6

- Parent/Teacher Meetings

Term 4 - Samples of Learning folder

- Student/Parent/Teacher Meetings

FAMILY SUPPORT WORKER (SWIS)

We have a Family Support worker who works at Porirua East School. The Principal will contact whanau if a referral is considered appropriate and helpful.

SCHOOL TERMS AND HOLIDAYS 2015

First Term: Wednesday 7 February to Friday 13 April

Second Term: Monday 30 April to Friday 6 July

Third Term: Monday 23 July to Friday 29 September

Fourth Term: Monday 15 October to Thursday 20 December

ADDITIONAL HOLIDAYS

Waitangi Day Holiday: Monday 6 February

Easter Friday: Friday 30 March

Easter Monday: Monday 2 April

Queen's Birthday: Monday 4 June

Labour Day: Monday 22 October



PORIRUA EAST SCHOOL

Mungavin Avenue

Playing Field

| |
|-------------------|
| Telecom Exchange |
| Gower School Hall |

| | | | | | | | | | | | |
|------|------|------|--|------------|-----------------------|---------------------|-------|--------------------|------------------------|--------------------------|--------------------------------|
| Rm 8 | Rm 7 | Rm 6 | Library and Resource Information Centre Mrs Bloomfield | Staff Room | Principal Irene Unasa | Office Kathy Rapson | Foyer | Rm 4 Resource Room | Rm 3 Andrew Morris Y 6 | Rm 2 Rosie Hopkins Y 4/5 | Rm 1 Ruth Mahupuku-Kelly Y 3/4 |
|------|------|------|--|------------|-----------------------|---------------------|-------|--------------------|------------------------|--------------------------|--------------------------------|

Martin Street Entrance

| | | | | | | | |
|------------------------------------|-----------------------------|------------------------------|----------------------------|------|----------|-------------------|---|
| Rm 13 Mana Reading Recovery Centre | Rm 12 Christine Angus Y1/NE | Rm 11 Georgina Windley Y1/Y2 | Rm 10 Edwande Kruger Y 2/3 | Rm 9 | Entrance | Rdg Rec Janet Cus | Deputy Principal Office Ruth Mahupuku-Kelly |
|------------------------------------|-----------------------------|------------------------------|----------------------------|------|----------|-------------------|---|

INFORMATION BOOKLET



PORIRUA EAST SCHOOL

8 Martin Street

PORIRUA 5024

Tel: 04-2378520

Text: 021-1406576 (absences)

www.poriruaeast.school.nz

Porirua East School

Learning and achieving through
acknowledging and valuing
who we are now,
where we have come from and
who we can become

WELCOME TO PORIRUA EAST SCHOOL

Our Vision expresses a sense of purpose of showing the way forward by ones actions. It involves the development of positive role modelling and commitment to assisting every child to respect knowledge and learning as a valuable and ongoing activity.

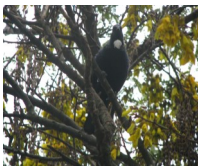
HISTORY

1st Principal - Mr Rogers. The school opened in 1954 originally as a side school to the old Porirua School, which was later pulled down and resited at Eelsdon. The school hall, built in 1960, was named after the long serving second Principal, Mr Gower (1958-1969).

TYPE OF SCHOOL

Contributing State Primary School.

STAFF

| | | |
|------------------|---------------------|---|
| Principal | Irene Unasa |  |
| Deputy Principal | Ruth Mahupuku-Kelly | |
| Teachers | Christine Angus | |
| | Ruth Scott | |
| | Andrew Morris | |
| | Edwandie Kruger | |
| | Georgina Windley | |
| Rosie Hopkins | Janet Cus | |
| Reading Recovery | Kathy Rapson | |
| Office Manager | Hilda Bloomfield | |
| Teacher Aide | Kieley Dunlop-Brown | |
| | Elsie Maladina | |
| Care Taker | Ray Kingi | |
| Cleaner | Marie Sampson | |

BOARD OF TRUSTEES

| | |
|----------------------|---------------|
| Chairperson | Zar Mason |
| Staff Representative | Andrew Morris |
| Principal | Irene Unasa |
| Secretary | Kathy Rapson |
| Members | Quentyn Waa |
| | Leini Laumua |
| | Netti Rawiri |

We have a very active Board of Trustees who meet monthly. Meeting dates and times are published in the school newsletter. All BOT meetings are open to the public. You are most welcome to attend.

ATTENDANCE

We attempt to contact the parents of all children who are not at school so would appreciate a phone call or text before 9am. This is to ensure the safety of your child.

| | |
|--|---------------|
| School Begins | 8.55am |
| Morning Tea | 10.35-10.55am |
| Lunch | 12.30-1.30pm |
| School ends | 3.00pm |
| Children may enter school buildings from 8.30am. | |

CONSULTATION AND COMMUNITY INVOLVEMENT

A healthy learning environment for children is created when the school, parents and other members of the community are involved and committed to working together.

Parents have opportunities to be involved and are consulted via the following:

- Regular school Newsletters
- Written and Oral Reports to parents or caregivers
- School Community meetings
- Regular sporting, social and cultural events throughout the year
- School assemblies (fortnightly Wednesdays)
- Daily Karakia

DAMAGE TO SCHOOL

If children deliberately or carelessly break windows or cause similar damage they will be expected to pay the whole or part cost of repair.

ENROLMENTS

We encourage all New Entrant children and their parents to have a series of classroom visits before starting school. Please contact the school at least three weeks prior to your child turning 5 so that these visits can be arranged. You will be asked to complete the following forms:

- School Enrolment Form** - we will need to know a person and phone number we can contact in an emergency.
- Health Form** - we will need to know what injections your child has had, and the name of your doctor.
- Dental Clinic Enrolment Form**
- Please also bring a copy of your child's **birth certificate** and **immunisation certificate**

HEALTH

A healthy child is able to cope with a busy school life - a sick child finds learning difficult. The school provides some services to help parents.

- Minor injuries and Sickness**
These are attended to in the medical room at the school. If there is any doubt as to the seriousness of the complaint, parents are contacted immediately. **For this reason it is essential that the school be informed of any changes of address, telephone number and emergency numbers.**
- Public Health Nurse**
The nurse visits the school and provides a link between school and home.

LUNCHES

We promote healthy eating at Porirua East School. We are a water only school.

NO:

- Store bought lunch 'packs'
 - Lollies, chewing gum or fizzy drinks please - water only school
- Children are able to purchase Subway lunches through the school on Wednesdays and Fridays, please see the office for an up to date price list.

PARENT CONCERNS

Parents are welcome at all times to contact the school and arrange an appointment to discuss any matters of concern. In most cases discussion with your child's teacher is all that is required. We value parent support and input at Porirua East School. The teachers are in their classrooms at 8.30am and available for parents. If you wish to meet with the

LIBRARY

We have a well stocked, attractive library. During class library periods each child may choose two books to be issued in his or her name. They may keep them for up to two weeks. The library is available for studying in also. A replacement cost of between \$10-\$20 is made in the event of any book lost. The library is open 8.30-8.55pm Mon-Thurs each day for children to change books.



LOST PROPERTY

It is essential that all uniforms are named. There will be a lost property display at the end of each term. Parents are asked to check for any missing items of clothing.

UNIFORM REQUIREMENTS

We have a uniform at Porirua East School that can be purchased from Cus Classic and The Warehouse. We do not allow children to wear jewellery at school. It is inappropriate and dangerous. Regarding pierced ears please ensure your child wears a small stud. No sleepers or 'dangly' earrings.

NOTICES

Newsletters are sent home fortnightly keeping parents informed of school events. At times other notices will be sent home about trips, visits, and other activities relating to more specific events.

PARENT HELPERS

We welcome parents who may be able to help on a voluntary basis in classrooms or with activities such as sports and clubs. If you would like to help in any way please let us know.

- Sports coaching
- Library help
- Discovery Time - both junior and senior

SCHOOL DONATION

We will not be asking parents for a donation this year as the Ministry will be financing schools who do not. The amount the Ministry will fund is \$150 per child.

