



# **Halcombe School Information Book**

**Our Vision:  
For our students to be  
confident,  
actively involved,  
connected,  
lifelong learners.**

## **TENA KOUTOU KATOA ~ GREETINGS TO ALL**

A warm welcome is extended to all families at Halcombe School. We hope your association with our school will be a happy and rewarding one, with families and staff working together for the benefit of your children.

Halcombe School is a full Primary School, enrolling children in Years 0 – 8. The first school at Halcombe was opened in 1877. Over the years, other schools in the district at Stanway, Kakariki and Tokorangi closed, with children from these areas now attending Halcombe School. The 125<sup>th</sup> Jubilee was celebrated in 2002. Halcombe School has a stable roll of 180 - 210 students. We have an Enrolment Zone.

Halcombe is a country school and a focal point for the local community, providing news and activities which include the district. A genuine sense of partnership exists between the school and wider community. As it serves a rural area, parts of the programme focus on such activities as Pet Day, and we have a wide range of sporting and cultural activities. We receive tremendous support from families for the variety of events and activities held. Fundraising is often a community effort.

The children are our number one priority, with efforts directed towards quality teaching and learning programmes. Staff professional development is a focus, as this maintains best practice and helps us meet each child's individual needs. We are committed to developing a positive partnership between the school and our families.

## CONTACT US:

Halcombe School  
Phone: 30 Monteith Street, Halcombe R D 9, Feilding, New Zealand 4779  
06 328 8845  
e-mail: [office@halcombe.school.nz](mailto:office@halcombe.school.nz) [principal@halcombe.school.nz](mailto:principal@halcombe.school.nz)

## STAFF 2022

Principal Alastair Schaw  
Deputy Principals Di Simpson  
Hannah Stewart

### Junior Team

Room 1	Fiona Vanden-Brink	New Entrants
Room 2	Debbie Turner	Year 1 - 2
Room 3	Raylene Johnstone	Year 2 - 3
Room 4	Hannah Stewart (Junior Team Leader)	Year 3 - 4

Early Literacy Support Margot Mackie

### Senior Team

Room 5	Elizabeth Gibson	Year 4-5
Room 6	Nicki Baker	Year 5 - 6
Room 7	Vanessa Wasley	Year 7
Room 8	Di Simpson (Senior Team Leader)	Year 8

### Support Staff

Paula Stace	Secretary
Simon Stace	Cleaner/Caretaker, Pool Manager
Kirsten Otter	Teacher Aide (full time)
Maria Barnes	Teacher Aide (full time)
Emma Brown	Teacher Aide (part time)

## BOARD OF TRUSTEES

Chairperson	Simon Wishnowsky
Trustees	Rachel Lane Luke Shannon Kristy Blunden Scott Linklater
Staff Representative	Di Simpson
Principal	Alastair Schaw
Board Secretary	Paula Stace

The Board of Trustees has the role of School Governance, with its core focus being raising student achievement and improving the learning outcomes for all students. Parent representatives are elected onto the Board for a three-year term.

The Board usually meets in Weeks 3 and 8 of each term. Meeting details are advised in the weekly newsletter and on our website. The agenda and minutes of each meeting are available to view at the school Office. Parents are most welcome to attend Board meetings to observe Board processes.



# PARENT CONCERNS OR QUESTIONS

**See the classroom teacher first.**

**UNSATISFIED?**

**See the Team Leader.**

**Junior Team:  
Hannah Stewart**

**Senior Team:  
Di Simpson**

**UNSATISFIED?**

**See the Principal:  
Alastair Schaw**

**UNSATISFIED?**

**Contact your Board of Trustees Chairperson:  
Simon Wishnowsky**

*Classroom teachers are very busy people, who endeavour to give your children quality learning time. They would also like to give you the quality time you deserve. Open and full communication is a priority.*

*Should you need time to discuss an issue, please make an appointment via the office, or through your child's KIT Book.*

## **PARENT TEACHER ASSOCIATION (PTA)**

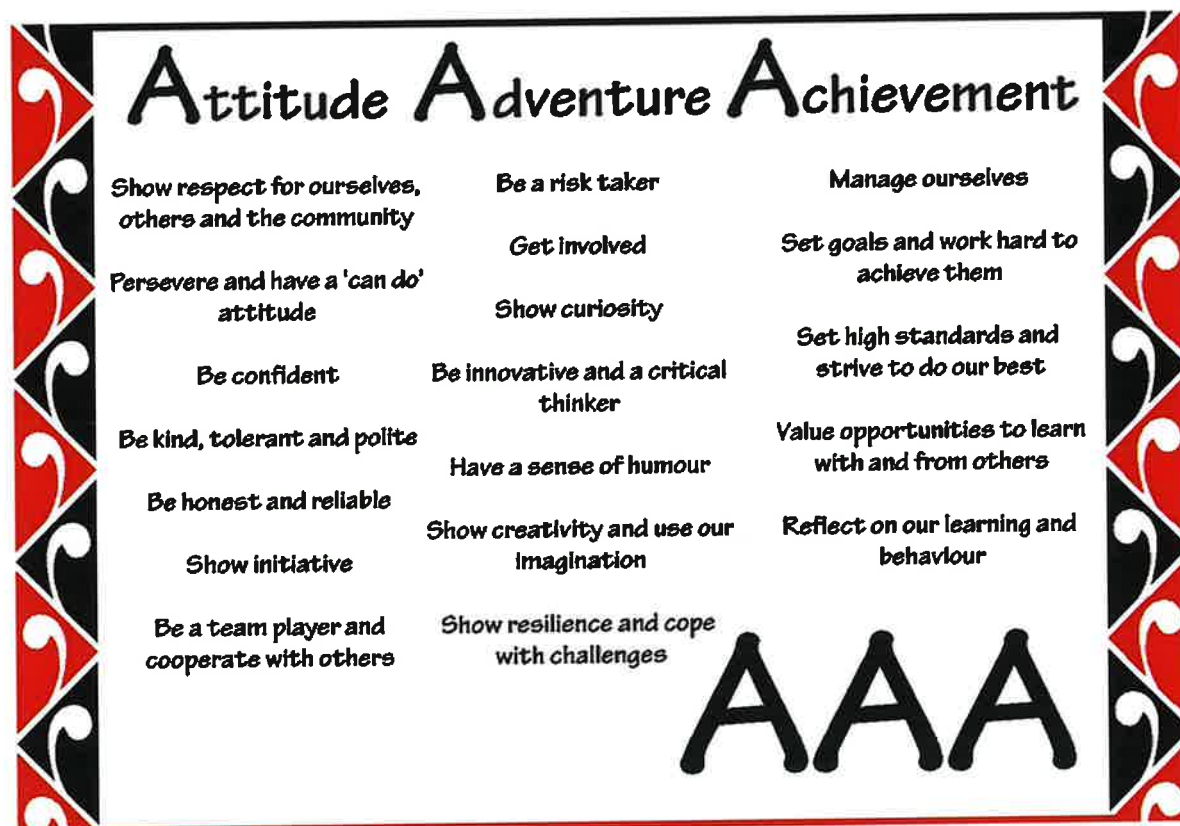
The PTA is very active at Halcombe School, and organises a variety of activities to support our school and encourage parent participation. The PTA undertakes fundraising and supports school functions in a variety of ways. The PTA meets throughout the year, with meeting dates and time advertised online, or in the newsletter. The PTA welcomes new members, and you are invited to attend meetings.

## **OUR VISION**

Confident, actively involved, connected, life-long learners.

## **OUR VALUES**

We are the 'Triple A School' - we value Attitude, Adventure and Achievement!



## **OUR CURRICULUM**

The Curriculum is 'what our students are learning'. Halcombe School is guided by The New Zealand Curriculum and develops its own curriculum that meets the learning needs and aspirations of our students. Our curriculum is developed by our Principal and teachers. Our Board of Trustees is required to make sure that a quality programme of teaching and learning is in place.

There are eight learning areas in The New Zealand Curriculum: English, The Arts, Health and Physical Education, Learning Languages, Mathematics and Statistics, Science, Social Sciences, and Technology. A range of topics and a process of inquiry help us to link these areas in meaningful ways.

## **KEY COMPETENCIES**

Key Competencies are the capabilities people need to live, learn, work and contribute as active members of their communities. The Key Competencies are threaded throughout all dimensions of the school curriculum - our vision, principles, values, and all the learning areas. The key competencies are designed to encourage enjoyment of learning,

the ability to think critically, manage self, set goals to overcome obstacles and get along with others - the attributes children need to succeed as adults.

### **SCHOOL HOURS**

The school is open in the mornings after the arrival of the first bus at approximately 8.10am. Please ensure your children are at school by 8.45am, so they can be unpacked and ready to start learning at 8.55am.

8.55am	First bell. Students go to class.
9.00am	School commences
10.30am - 10.50am	Interval
12.30pm - 1.25pm	Lunch
1.30pm - 3.00pm	Afternoon Programme

### **OFFICE HOURS**

The School Office is open from 8.30am until 3.30pm Monday - Friday, during the term. The School Secretary, Mrs Paula Stace, will be happy to assist you.

### **ABSENCE**

If a child is sick or unable to attend school, parents must contact the school before 8.55am. For your child's safety, unexplained absences are routinely investigated. Teachers keep a record daily of attendance. If there are concerns about absences from school, the Principal will contact families. The Feilding Truancy Service is used by the school to assist with attendance issues.

### **ARRIVING LATE - LEAVING EARLY**

Students who arrive late to school must check in at the school Office before going to their classroom. Please notify the Office if your child needs to leave school early for an appointment. Children can be collected from the school Office. We ask that parents do not go directly to the classrooms or into the cloak bays looking for children or to deliver lunches or other items. Where possible, appointments should be made outside school hours.

### **ASSEMBLY**

Classes are rostered to host school assemblies. The programme includes the presentation of class items and student awards. Parents are welcome to attend. Dates and times for assemblies are notified through our newsletters, but usually are in Terms 2 and 3.

### **BIKES**

A number of students bike to school each day. We have the following rules:

- Students must be aged 7 or older to bike to school, and be fully aware of road rules.
- Helmets must be worn.
- Bikes are parked in the bike shed and are not ridden in the school grounds. Students must walk their bikes to/from the school gates and across the Monteith Street crossing.

### **BULLYING**

Halcombe School has a zero tolerance approach to bullying. Bullying of any kind - verbal or physical - will not be tolerated. Students are encouraged to report incidents of bullying, no matter how minor they may seem, to their teacher, the duty teacher, or the Principal. Students are taught strategies about how to deal with any incidents of behaviour they do not like.

### **BUSES**

Many of our pupils use the school bus service each day. Managing the buses is a major task for the school, and we need the co-operation of families to ensure that our students travel safely and the buses are on schedule.

To catch the afternoon bus, children line up outside Rooms 6, 7 and 8. The Bus Controller is on duty to supervise. Senior students act as bus monitors.

- The bus leaves school promptly, usually by 3.05pm.
- Students may be allocated a permanent seat on the bus.
- The driver and bus monitors will report any misbehaviour to the Bus Controller.

- Children are not allowed to eat, drink or use cell-phones on the bus.
- PLEASE notify the Office by 2.30pm if your child is not on the bus in the afternoon or there is a change to their usual arrangements.

You MUST send a note to school or phone the Office by 2.30pm. It is not sufficient for children to tell us at 3pm that they are not on the bus or their plans have changed. The bus monitors do a great job but are sometimes searching for children after 3pm, only to find that they have already been collected. The buses are on a very tight schedule, so we would appreciate your support with this. If we are in any doubt about the travel arrangements for your child, we will keep them at school where they will be supervised until collected.

#### **BUS RUNS:**

1. The Tokorangi bus runs in the morning and after school for children in the Fergusson Road, Mt Biggs Road, Pryces Line, Reu Reu Road, Makino Road and Stanway Road area.
2. Children that live on the Mangaone Road, Makino Road, Stanway Road loop can get a complimentary ride on the Feilding High School bus in the mornings only.

Please Note: the Feilding Bus no longer operates. Parents from Feilding area bring their children to and from school.

#### **CAMPS**

Rooms 7 and 8 have short camps at the beginning of each year. These are usually for two nights and are often held at school. The senior classes take part in extended Outdoor Education Camps, usually in Term 4. Information on each camp, including cost, will be sent home during the year. Students are encouraged to participate in any fundraising activities for these camps. From time to time, children in other classes may also have the opportunity to have an overnight camp - usually at school.

#### **CAR PARKS**

Parking is provided in the Hall car park and on Monteith Street. Space is limited. Please take care when entering and leaving the car-park, especially during the afternoons. Do not 'double park', park on the yellow lines, or on the grass verges outside the neighbouring properties. Drivers reverse into carparks so that they have clear vision as they drive out. Everyone must use the footpath around the edge of the Hall car park - no cutting across. Additional parking is available at the front of the school on Monteith Street (please keep clear of bus parks). Everyone (children and adults) MUST use the designated road crossing at the corner.

#### **CELEBRATIONS**

Parents don't bring birthday cakes or similar to share with the class on their child's birthday. We don't need invitations, Christmas cards or candy canes being handed out at school either. This often singles out children and produces excess rubbish.

#### **CELLPHONES AT SCHOOL**

Students must not use cell phones at school or on the buses. Phones must be handed in to the Office for the day. Phones found at school without permission will be confiscated.

#### **CLOTHING & HAIR RULES**

While Halcombe School encourages individuality, some styles of clothing and accessories are unsuitable and inappropriate for school.

***We actively encourage children to have pride in self, have a continual focus on their learning, and ensure what they wear and how it is worn allows them to be safe. These rules may seem 'traditional' but they allow our students to concentrate on things that matter in school.***

- Having hair out of eyes is important. If hair is shoulder length or longer it must be tied back. Hair should be tied back with simple hair clips and ties, and worn in a natural style/colour, not dyed. Styles that create distraction, or are unsafe in the playground are not allowed (e.g mullets, rat's tail, mohawks or shaved pictures/patterns). Dress up days are treated differently.

- Shoes should have flat soles, for example sports shoes, sneakers or sandals. Heeled shoes are not appropriate for school.
- Suitable clothing must be worn for sporting activities.
- Jackets are to be worn outside, not in the classroom.
- Halter neck tops, crop-top and shoe string singlets are not appropriate.
- T shirts should have a short sleeve, not singlet style.
- Underwear should not be visible.
- No jewellery apart from a wristwatch and plain earring studs should be worn. Should any exemption be requested, application must be made to the Principal.
- Taonga are allowed, but must be taken off for sports activities. They should be tucked beneath clothing during the day.
- Fingernails must be kept short. No nail polish.
- No makeup is to be worn.
- We encourage suitable clothing so children can learn and be active without distraction. If in doubt, please ask the principal or classroom teacher.

### **COMMUNITY CONSULTATION**

The Board of Trustees is committed to building and maintaining a strong partnership with the whole community. From time to time you will have the opportunity to respond to surveys from the Board. Community meetings, forums and surveys are held periodically where parents have the opportunity to share their ideas on a range of issues.

### **CONCERNS, COMPLAINTS or QUERIES**

If there are problems at school or you are unhappy about something, please talk to your child's teacher or contact the office as soon as possible. We are always happy to help and want to put things right. Please refer to our Queries and Complaints Procedure.

### **CONTACT DETAILS**

It is important that the information we have about your child is up to date. Please let us know of any changes, especially telephone contact numbers, health issues and guardianship. From time-to-time we will need to contact families if a child is unwell or we have a serious incident. It can be very difficult and time-consuming for us, and stressful for your child, if we cannot contact you quickly. We update all contact information for students at the start of each school year. Remember that the KIT Book is also available as an excellent way to communicate with teachers.

### **DIGITAL CITIZENSHIP**

Every year, and at enrolment, families must complete the Digital Citizenship Agreement for each student before that child can use devices. The Agreement outlines the school's policy and rules for the acceptable use of the internet and all areas of ICT at school. We will request permission at enrolment for the school to publish a child's image and/or school work online. It is important that parents understand these issues. If you have any questions, please ask. Please also see 'Publication of Student Images and School Work' (below). The school may use 'The Harmful Digital Communications Act' in cases of inappropriate use of social media, including for example, Facebook.

### **DELIVERIES TO SCHOOL**

If you need to bring in items to your children during the school day, for example forgotten books, lunches, or sports gear, please come to the Office and we will deliver items for you. We ask that parents not go directly to the classrooms or cloak-bays.

### **DENTAL SERVICE**

Dental therapists will treat pre-schoolers and school students using the Mobile Dental Service. You will be notified through the newsletter when the dental therapists are next at school. You are welcome to contact the dental therapists at any time if you have concerns about your child's oral health. Please phone the school Office for the contact number.



## **DISCIPLINE**

At Halcombe School, we encourage students to be responsible for their own actions and to treat others as they would like to be treated. We find that attention-seeking behaviour, both in classrooms and the playground is often best dealt with by removing the student from the 'audience'. We encourage an atmosphere where students feel comfortable speaking out about bullying and unacceptable behaviour. Parents will be called if behaviour is causing concern, so that parents and teachers can work through the issues together. Recurrent disruptive, abusive or aggressive behaviour and wilful damage are very serious matters and will be treated accordingly.

## **DOGS IN THE SCHOOL GROUNDS**

Dogs are not permitted in the school grounds unless they are part of the school programme. Please let us know if you see a dog in the school grounds out of school hours.

## **FACEBOOK**

The school has a popular Facebook Page. News and notices about events are published there.

## **HEAD LICE**

Head lice are a recurring problem in all schools and we appreciate families doing their best to control outbreaks. We will check students' hair if we suspect head lice are present. We request consent at Enrolment for this to be done. In the case of infestation, a student with head lice will be asked to stay home until the lice are treated.

## **HEALTH**

Please keep us informed of any health issues that may affect your child at school or impact on their ability to learn. We update student health records and contact details at the start of each school year.

## **HOMEWORK - HOME LEARNING**

'Homework' is a topic that can cause much tension in families. At Halcombe School, we have given this issue much consideration and have produced our own philosophy on home learning.

Our expectations around Home Learning:

- Apart from reading, basic maths facts and a little spelling, no homework will be 'set'. If your child needs help with learning their basic facts or spelling, teachers will send activities home. It would be fantastic if you could help them with this.
- Children from home learning environments where reading is valued, new ideas are seen as exciting, and simple fun activities are provided, will enjoy learning.
- Please read to your child and/or listen to them read each night and for older children, encourage them to read - every night. This should be a relaxed time for enjoying books. Show children that reading is valued in your family, by reading too, even if it's just the newspaper or a magazine. There is overwhelming evidence to show that reading is the most important skill for children to develop and leads to success in all other areas of learning. Reading to your child, with your child and alongside your child is clearly crucial to success at school. It's important for our boys that they see male role models reading too.
- Play games with your children which involve counting and maths ideas, such as 'Ludo' and cards, and talk about numbers in everyday life, for example on number plates and phone numbers. Involve your children in activities which involve measuring and have problems to solve.
- From time to time, older students may choose to complete a task at home. That is their decision.

## **HOUSES**

A 'House' system operates throughout the school for inter-house sport and other competitions held at during the year. When your child enrolls they will be placed in one of four houses: Kauri, Matai, Rimu, or Totara. If you are a former pupil, please let us know, as we follow family traditions when placing your child in a House. Senior students act as 'House Leaders'.

## **ILLNESS, ACCIDENTS & EMERGENCIES**

Students do occasionally become ill or hurt themselves at school. We have a well-equipped sick-bay and a staff member has designated responsibility for this area. All staff have experience and training in first aid. Unless injuries or health concerns are minor, we will consult with families and may send children home. If we cannot contact you directly, we will use your emergency contacts. In emergencies, we may contact your GP for further advice or call an ambulance. Families give permission at enrolment for emergency medical care to be sought on their behalf.

Please keep your contact details up-to-date and let us know if you have any concerns about your child's health. We update student health records and contact details at the start of each school year.

## **INTERNET BANKING - ONLINE PAYMENTS**

We accept online or internet banking payments for most school events or activities, including stationery purchases, camp fees, bus tickets and the school charge. Our bank account details are: **01 0625 0106729 00** (ANZ Feilding). Please use student or family name, event and/or invoice number as a reference. Make sure online payments are received by the school by the due date. We also have EFTPOS.

## **KIT BOOK**

The KIT Book is a 'Keeping in Touch' book. It will contain important class notices and provides a chance for families and teachers to communicate about students and their learning. Students should bring their KIT Books home every day.

## **LIBRARY**

Our school has a very well-resourced library. All children are able to borrow books each week and all classes have a set library time.

## **LOST PROPERTY**

The lost property box is at the back of Rooms 3 and 4. The school requests that you name your child's clothing.

## **LUNCHES – SCHOOL**

Good nutrition maximises your child's ability to stay alert and focussed on their learning. You are encouraged to provide simple, nutritious healthy lunches for your children; for example, sandwiches, fruit, plain biscuits and water. Please do not pack sweets or chocolate bars.

- Halcombe School is a 'water only' school. This means juice, canned or bottled drinks are not permitted.
- During the winter months, students can bring food wrapped in tinfoil which we heat in the pie-warmers.
- Students take left-over food and all lunch rubbish HOME. This reduces the amount of rubbish that our school has to deal with, and helps students and their families monitor the amount of food that may be wasted.

## **MEDICATION AT SCHOOL**

Unless specifically requested by a GP or medical specialist, medication will not be administered by school staff to students at school.

- Exceptions are only made for students who regularly use asthma relievers or who need emergency medicines to be kept on-hand (eg EpiPen for severe allergy).
- Please contact the Office if you require more information.
- Special arrangements will be made for students on overnight camps/trips.
- In some circumstances we can administer short term medication such as antibiotics. A discussion must be had with the Principal first and then an 'Administering Medication' form must be completed.
- We will not hold supplies of medicines 'just in case' they are required.
- Please DO NOT send cough lozenges, hay-fever tablets or other non-prescription medicines to school for students to administer themselves.

## **NEWSLETTERS**

Weekly newsletters are sent home every Tuesday to keep you informed of events at school. It is also available from the website and a regular link can be e-mailed to you. Please contact the Office with your e-mail address. Check KIT Books for class notices.

## **PARENT-HELPING AT SCHOOL**

There are often opportunities for parents to assist in the classroom or to help with special projects such as 'art days' or sports practices. If you are available to act as a parent-help, whether on a regular basis or for a short period only, please talk with your child's teacher or contact the Office. Please note that it may not always be suitable for pre-schoolers to accompany you while you are parent-helping.

## **PASTORAL CARE**

The staff at Halcombe School are responsible for the social and emotional well-being and safety of all our students. The school has a genuine concern for the pastoral care of our students. If there are personal or confidential matters affecting your child that may impact on their learning or behaviour, we hope you will feel comfortable talking to us.

## **PET DAY**

Halcombe School holds a Pet Day early in Term 4. Pet Day is very much a whole-school and community day. Pet Day includes calf, lamb and kid (goat) competitions, dogs and other pets. Horses may be entered in the pet section, but may not be ridden at school. Children contribute to indoor exhibits and displays as part of Pet Day. Details are given in class. Information and entry forms will be available late in Term 3.

## **PUPILS AFTER SCHOOL**

We expect all our pupils to be picked up as early as possible, and certainly before 3.30pm, when the school office closes. With meetings, planning and organisational matters, our teachers are not able to supervise pupils after school, so this means parents need to be here as soon as possible after 3pm. Feel free to stay around if you wish to play with your child or socialise in the grounds, but please keep your focus on your child and ensure they keep safe.

## **PRIZEGIVING**

Junior and Senior Prizegivings are held during the final week of the school year.

- The Junior Prizegiving is usually an afternoon function and celebrates the efforts and achievements of all our junior children.
- The Senior Prizegiving is an important occasion as we farewell our Year 8 students and recognise the efforts and achievements of all senior students. It is a formal evening function.

## **PRIVACY ISSUES**

Information that is collected by the school about your child becomes part of their essential school records. Your child's records may be viewed on request at the school. Families give permission at Enrolment for pupil information to be forwarded to appropriate health and educational authorities, within the limitations of the Privacy Act. The school has a designated privacy officer to discuss enquiries about students' privacy.

## **PUBLIC HEALTH SERVICES**

Public Health nurses work with our school to provide health information for teachers and families, and to carry out routine vision and hearing tests and vaccination programmes. Individual students can be referred to the Public Health Service for assistance with health or welfare problems. Public Health nurses carry out routine immunisations at the school (e.g. HPV or Year 7 dTaP vaccinations). Information packs and consent forms are sent home prior to any vaccination programme. The school is required to maintain an Immunisation Register with data on all students. We collect this information at Enrolment.

## **ROAD PATROL**

A teacher is on duty to supervise children using the Monteith Street crossing every afternoon from 3.00pm until 3.10pm. All students who are crossing Monteith Street to walk home or to meet waiting cars **MUST** use this crossing. Adults must use this crossing too.

## **REPORTING TO PARENTS**

Families can meet with teachers at any time if they want to know more about their child's learning, if they want guidance on how to best support their learning at home, or if they have any concerns or problems.

## **SMOKE FREE**

ALL of the school property is smoke-free and vape free at all times, including the carpark.

## **PHYSICAL EDUCATION**

Students at all levels will take part in a wide range of sport and fitness activities as part of our physical education programme. The programme includes athletics, swimming, cross-country, ball skills, te reo kori, dance and gymnastics.

## **SPORT – INTER SCHOOL**

Sporting exchanges are held regularly with other similar-sized schools in the district. Students will be given information about these events in class and in newsletters.

## **SPORT – AFTER SCHOOL**

Children will have the opportunity to be involved in various sports teams in after-school competition. Full information is available at the beginning of each sport's season.

## **STATIONERY**

At enrolment, and at the beginning of each school year, students are issued with the stationery they require. Children can purchase additional stationery during the year from the Office. Please make sure your child always has the correct books and equipment at school. Your child's teacher will notify you if additional stationery is required. We will provide stationery labels. You will need to buy a pencil case for your child (Years 3 – 8).

## **STRATEGIC PLAN AND SCHOOL POLICIES**

The Strategic Plan is an important document that outlines the strategic direction for Halcombe School. It is developed by the Board of Trustees in consultation with our school community and is regularly reviewed. Policies on all aspects of school management are also developed and reviewed by the Board.

## **STUDENT COUNCIL**

All Year 8 students usually form the Student Council which organises a number of projects, giving students experience in fundraising, running events, leadership and communicating effectively with their fellow students. The Student Council puts on a number of events through the school year.

## **SUNSAFE POLICY**

The school has a 'no hat means no play' policy. Students must wear sunhats for most of Terms 1 and 4, dates will be notified in the newsletter. The hat must have a wide brim, which shades the face, ears and neck. It must not have any inappropriate language, symbols, advertising or a draw string. Each class has sunscreen to use during the summer months.

## **SWIMMING**

During Term 1, all students take part in a daily swimming programme. They need to bring togs and towel in a waterproof bag every day. If your child is unable to participate on a particular day, you should let us know.

- Togs should be above the knee.
- No bikinis. If a two-piece set is worn, the midriff must not be showing.
- Rash suits are fine to wear.
- No other clothing is to be worn in the pool.
- Underwear must not be worn under togs.

## **SWIMMING POOL – COMMUNITY USE**

The community may use the pool outside of school hours, with dates to be notified. Pool keys can be purchased from school. A comprehensive agreement regarding Conditions of Use must be signed before keys are issued. See the newsletter for details.

## **TECHNOLOGY**

Teaching in specialist technology areas for Year 7 and 8 students is provided at the school. Technology includes a range of topics such as soft materials (sewing and textiles) food technology (cooking), hard materials (woodwork) and digital technology. An annual fee is charged and an invoice will be issued. Full details will be given in class.

## **TOYS AND PERSONAL BELONGINGS**

Students should not bring toys or balls to school unless permission is given by the teacher (e.g. for sharing days). No responsibility can be accepted by the school for loss or damage to these items. Devices should not be brought to school. Collectable cards or trading cards are not to be brought to school. Patter tennis bats are an exception to this rule.

## **TRAMPOLINES**

We have a strict one-person-at-a-time rule on our trampolines. This applies to before and after school too.

## **TRIPS**

We appreciate parents being able to provide transport for school trips and sporting events. However, we must insist that:

- Children are fitted with their own seat belt, with approved child restraints for children up to 7 years of age.
- ALL adults are fitted with their own seat belt.
- Vehicles must have a current WOF and be insured.
- Vehicles must be registered & the driver must be licensed.

Unfortunately we will not be able to accept offers of transport if the vehicle does not comply with these safety requirements. On some trips it may not be appropriate for pre-schoolers to attend with families that are providing transport. Full information and permission slips will be given out prior to each trip.

## **VISION AND HEARING**

Routine Vision and Hearing tests are carried out at the school by Public Health technicians. Families give consent at enrolment for their children to be tested. Any student who may have a hearing or vision problem can be referred for testing at any time. Please speak to your classroom teacher or Office staff if you have any concerns. The Public Health Service also runs regular free vision and hearing clinics. Please phone our office for more information and to make an appointment.