



Nau Mai, Haere Mai Welcome to Te Kura o Ōpāwaho - Opawa School



Te Kura o Ōpāwaho - Opawa School Staff 2024

Principal : Sally Ormandy

Deputy Principal : Shevaun Karipa

Teamleader/SpecialProject: Nick Jorgensen

Junior Learning Team

Room 1 New Entrants/Yr 1	Jeanette Woodward
Room 2 New Entrants/Yr 1	Mel McClimont (Mini Team Leader)
Room 3 New Entrants/Yr 1	Karly Davis (Mini Team Leader)
Room 4 Yr 1/2	Maria Frew
Room 5 Yr 1/2	Eleanor Barton
Room 6 (Specialist Teacher of Māori)	Tracy Te Hemi (Te Reo Māori)
Room 7 Yr 3/4	Jemma Hart (Mini Team Leader)
Room 8 Yr 3/4	Jo Gilbert (M-W) & Tara Bigelow (Th/Fr)
Room 9 Yr 2/3	Kez White
Room 10 Yr 3/4	Hamish Annear (Mini Team Leader)
Room 11 Learning Support	Philippa Moffatt

Senior Learning Team

Room 12 Yr 5/6	Caroline Arthur (T-Fr) Nick Jorgensen (M)
Room 13 Yr 5/6	Alice Weir
Room 14 Yr 5/6	Michael Williams
Room 17 Yr 7/8	Jorjia Pender
Room 19 Yr 7/8	Amy Thompson (Mini Team Leader)

Release Teacher	Wendy Gibson-Chance
Release Teacher	Robyn Drummond

Learning Support	Philippa Moffat Stephanie de Freitas
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Sports Co-ordinator	Isaiah Nanai-Stewart/Valentine Tiatia
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Office Manager	Sam Abbey Mountford
Office Staff	Lisa Stiles & Sam Orchard
Librarian	Karen Gardner
Teacher Aides	Karen Ealam Alaine Price Megan Bowen Isaiah Nanai-Stewart Valentine Tiatia Henry Cake Lewis Parken-Bratt Kareena Olsen Nikita Scott-Petersen Malia Faitaua-Nanai Rosie Saama Valelia Taase Jack Sexton Sarah Millar 24/7 Mentor Sam 24/7 Mentor

Caretaker	Rob Stent
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Te Kura o Ōpāwaho - Opawa School

30 Ford Road
Ōpāwaho, Christchurch 8023
Phone: 332 6374
Cell: 022 3191181
Email: [HYPERLINK
"mailto:admin@opawa.school.nz"
admin@opawa.school.nz](mailto:admin@opawa.school.nz)
Website: [HYPERLINK
"http://www.opawa.school.nz"
www.opawa.school.nz](http://www.opawa.school.nz)

Our Purpose Empower, Excite, Engage all learners to Excel

Welcome to Te Kura o Ōpāwaho - Opawa School

At Te Kura o Ōpāwaho - Opawa School we offer a caring, enriching and inclusive school environment, where each tamaiti/child will be encouraged to develop personal, social, emotional, academic, physical, problem solving and creative skills for lifelong learning. As a full primary school, we cater for all children from New Entrant to Year 8.

Beginning at a new school can be an exciting and sometimes a confusing time, both for children and their whānau/parents. This booklet is designed to give you a brief description of Te Kura o Ōpāwaho - Opawa School – our vision, day-to-day management, programmes & parental involvement.

The success of a school relies on staff, whānau/families and tamariki/children working together. We know that the school environment is only one of the places where learning happens and we want to develop a partnership with our community.

We have 'Coffee and Chat' mornings where whānau/parents receive information and provide feedback on a variety of topics related to learning at Te Kura o Ōpāwaho - Opawa School. Recent topics have been Reading in the Junior School, Numeracy Programmes, Relationship Management and Transition to School. Parents are invited to suggest topics. Each term we also have a Transition to School hui for all new whānau and tamariki. This is a time when we share information, answer questions from you and your tamaiti/child, and have a tour of our kura/school.

We look forward to a happy and long association. Please read this information booklet to see how Te Kura o Ōpāwaho - Opawa School works to achieve these opportunities, and how you can help your tamaiti/child enjoy these early years, which are so important in setting the foundations for lifelong learning.

Our Vision 'Nurturing lifelong learning' 'Whangaia ngā akoranga mō āke tonu atu'

Te Kura o Ōpāwaho - Opawa School Voyager

Our symbol for the Learner, who is onboard @ Ōpāwaho

- The **helmet** represents tools that are used to help us with our thinking.
- The **paddle** represents Literacy and Numeracy, which are skills that power us through our learning.
- The **Life jacket** keeps us afloat. It represents our values.
- Our key competencies, which every learner needs to develop, such as relating to others, independence, participating and contributing, are in the **backpack**.



Onboard@Ōpāwaho people are organised and ready for learning. They have a positive attitude and are ready to give things a go.

At Te Kura o Ōpāwaho - Opawa School we believe that the child is at the centre of their learning. We have quality relationships with the learning adults and children across all the levels of the school. Children develop their knowledge of how they learn, what is to be learnt and how to be successful in that learning. Goal setting and reflection are part of our practice right from the start. We learn most when we are provided with feedback about our work and know our next learning steps. By regularly reflecting on our learning we can recognise and celebrate our progress. We are all responsible for our own learning and to support the learning of others.

River of Values –Te Ara Tika o Ōpāwaho (*the right path*)

Respect: Recognising and understanding of differences, treating others how you would like to be treated, caring for the environment

Integrity: Honesty, acting ethically, being fair, doing the right thing

Voyager: “Can do” attitude, actively involved seekers, users and creators of knowledge

Excellence: High expectations, quality work, persevering, striving for personal best

Responsibility: Caring for the environment, self, and others, making the most of learning time, being a positive role model

Code of Behaviour

1. Take responsibility and make appropriate choices
2. Treat others with respect and fairness
3. Take on board our Te Ara Tika values and beliefs
4. Play and work safely
5. Treat our school environment with care and respect

Our school operates an enrolment policy within a defined zone, to prevent overcrowding. Children may start school at the age of five years. However, it helps us with our forward planning, if children are enrolled at least a year before turning five. As well as your own children, you may have friends or neighbours in the area with preschool children who could be encouraged to approach the school.

If you are out of our school zone you may fill in a ballot application. When enrolling your child, either at age 5 or on transfer from another school, you will be asked to provide the following:

- Full name
- Date of birth (For 5yr olds only, your child's original birth certificate/passport is required)
- Address (verification of address is required e.g. tenancy agreement / Rates)
- Telephone numbers
- Family doctor
- Immunisation status and copy of immunisation certificate (For 5yr olds only)
- Emergency contact numbers
- Dental treatment information
- Any health, wellbeing or academic information to support a successful transition

With transferring children it would be helpful to bring along any exercise books, reports/portfolios or communications from the previous class teacher. This will help with the placement of your child.

On acceptance of enrolment, you will be invited to meet with the Principal or Deputy Principal to gain some more information about the school and make some times for pre visits. These visits will allow you and your child to get a feeling for the layout of the school, see the classroom and meet the kaiako/teacher, classmates and get a taste of classroom routines. If your child has any health problems or allergies, please let either the school office or Principal/Deputy Principal know, as well as your child's teacher. Any specific medication (such as inhalers) can be named and held at the school office.

School Uniform

Our school has a compulsory school uniform, which is practical and attractive. All children are expected to maintain a high standard of pride in their appearance and are required to wear correct uniform at all times. We ask for full parental support in ensuring that children are clean and neat. There is considerable choice available in our summer and winter uniforms for parents and children to consider. In Terms 1 and 4 school sunhats are compulsory. Our school uniform can be purchased from Mainland Uniforms, 189 Peterborough Street, Phone 377-3771 or online <https://www.mainlanduniforms.nz/>

The wearing of jewellery, make-up or nail polish is not allowed except watches and plain ear studs or sleepers. No other earrings. Any other jewellery, including rings and necklaces can be a safety hazard and are not to be worn at school. All jewellery must be removed for sport. Variations due to cultural or religious beliefs are allowed on written request from parents/caregivers.

The school day:

School grounds/rooms open	8.30am (a bell will ring)		
Classes begin	8.55am	First snack	between 9.30-10am
Morning Interval	11.00 – 11.30am	Second snack	11.30am
Lunch Interval	1.00-1.30pm	Lunch eating	1.30-1.50pm
School Ends	3.00pm		

We encourage children to be at school between 8.30 and 8.45am to allow for an easy, uninterrupted beginning to the day.

As teachers need time for preparation, children are not allowed onsite before the **8.30 am** bell and **after 3:15 pm**. Many teachers have meetings before school and after 3:15 pm.

Break times

Teachers wearing easily identified fluoro vests are out in the playground during each break to monitor and support the children while they are at play. In addition trained senior students are part of the Peer Mediation service offered to children to assist with problem solving and to mediate disputes. PALs (Playground Activity Leaders) run activities during break times, along with some staff who offer 'Playzones'. These are supervised activities such as sports, walking groups, creative and arts based activities, or could be based on what is popular for the tamariki/children at any given time.

Student Management System

Hero is Our Student Management System (SMS). Hero allows us to give a more in-depth picture of each child's learning and especially the progress they are making.

Parents can download the **Hero by LINC-ED** app to view their child/ren's progress, reports and accounts. If you have children at other Hero schools you will be able to access all your children's details on the same app. (Instructions on how to log into Hero are included in enrolment pack or in the office).

Office Staff

Our administration staff work in the office from 8:00 am-3.30 pm. Messages regarding absences may be left on the school answerphone (332 6374), via School email (office@opawa.school.nz) or by texting or calling our school cell phone (022 319 1181).

School Donations *(sometimes incorrectly referred to as 'fees')*

Te Kura o Ōpāwaho - Opawa School **does not** ask for a school donation, although we are happy to receive donations from families if they are offered. Parents are notified in advance about activities which incur any additional costs not covered by the school.

Newsletters

Our school newsletter is emailed every second Wednesday via School-links (via Hero later this year). This is an important vehicle for passing on news, school and community information and opportunities. Please take the time to read it. If you would like the newsletter emailed out, please join School-links on www.school-links.org.nz. Newsletters are also available on our web site.

Lost Property

All items of clothing, bags, and lunch boxes, drink bottles must be named.

Lost Property is placed in the bin in the sick bay and may be claimed from there. Parents seeking lost property should first check cloakrooms, and the child's classroom.

Lunches

A good morning tea, lunch and afternoon tea will give your child energy and prevent hunger that can affect learning. We ask parents not to give their children sweets, energy drinks or soft drinks to bring to school. We are a water only kura/school. For children in their first years at kura/school, we ask that they have separate containers for their morning tea, afternoon tea and lunch to encourage eating regularly. Sandwiches provide good, long lasting energy. Please remember to cut fruit, especially oranges and apples. We prefer that children have a named water bottle.

Subway is available on Tuesdays. This is ordered online at

<https://www.subwayexpress.co.nz/>

Lunch-on-Line This service is available on Wednesdays and Fridays. Parents can register to order at www.lunchonline.co.nz

Sausage Sizzles A sausage sizzle is run by the Home and School during the winter months. Orders can be placed online at www.lunchonline.co.nz or placed in a named envelope in each classroom.

Absences

Please text our school cell phone 022 319 1181, ring the school office on 332 6374 or email office@opawa.school.nz before 9:00 am if your child is to be absent and leave a short.

Regular attendance is vital to ensure your child's smooth progress through school. It is important that family holidays are arranged to coincide with the usual term holidays as this ensures continuity of learning. If your child is unwell we ask that you keep your child at home to ensure illness is not spread.

Should your child have continual unexplained absences, the Truancy Service may be advised.

In case of sickness

If your child is hurt or unwell at school, he/she will be taken to the sick bay next to the office. If necessary the school office will ring you or another caregiver nominated by you as soon as possible. It is important therefore that you keep the office staff up to date with telephone number changes.

After School Care

C.A.S.P.A/MASH on 349 9260 run an afterschool programme here on our school grounds. MASH is another organisation that provides after school care for some of our children. Their contact details are 3669408 or <https://www.caspa.org.nz/before-after-school>.

Transport and Parking

There is plenty of parking in Louisson Place, Ford Road or Newbery Street. We prefer that younger children are picked up from their classrooms by the parents, or family (during Covid Red and Orange levels kaiako/teachers will bring the tamariki/children to the gate). If you are using the Ford Road entrance, please use the crossing regardless of where your vehicle is parked across the road. Please do not obstruct driveways or park on the yellow lines. This obscures the vision of the teachers on duty and our Road Patrol Leaders and inhibits their ability to keep children safe. Children should exit the vehicle onto the footpath. Please travel at a safe speed as children can sometimes be unpredictable. Please be aware we have a drop off zone on the school side of Ford Road which has a 3 minute limit.

Services

Our school is regularly visited by the Public Health Nurse who will discuss any health problems with the teachers and look at the children referred by staff and parents. We have a Mana Ake liaison who offers a weekly 'Drop In' service, either face to face or by phone. Referrals can be made to Mana Ake and other agencies if further support is required. Vision and Hearing tests are carried out for children in their first and seventh years at school. Should a test be doubtful your child will be retested later. If a test reveals further attention is needed you will be informed by letter. Parents and teachers can also request for children to be tested if they are concerned.

Headlice

Unfortunately, outbreaks occur from time to time in every school. We rely on parents to inform the school office as soon as an infestation is noticed. Such calls are treated confidentially. School procedure is to send a note home informing parents of the outbreak and advising head checks are necessary and outlining the different ways to treat the infestation. If the infestation is severe parents will be requested to collect their child from school for treatment. The public health nurse can also assist.

Scholastic Book Club

During the year children and parents are able to buy books at reasonable prices from the book club. Children will receive information on books available and an order form. If books are required, children can order online or return their order and money to school by the closing date and books are given out when they arrive at school. All orders earn bonus points which the school uses to purchase resources.

Library

Te kura o Ōpāwaho - Opawa School library has a large stock of suitable books for 5-13 year old children ranging from the classics to the latest new releases. We encourage our children to utilise the library for their learning. Parents can support their children's literacy by ensuring their children regularly issue and return their library books.

For any items that are lost or damaged beyond reasonable repair, parents will be asked to meet the replacement cost.

Stationery

New Entrant packs are available online from <https://www.qizzle.co.nz/> or by calling 0800 600 123. This pack contains everything your child will need for school. Pencils and crayons are kept in the classroom and issued when needed.

Children are expected to have all the necessary items for class work.

Compliments & Complaints

If you feel that a problem has developed for your child at school, **always** approach the class teacher as the first course of action. It is important to get the complete picture before determining the appropriate resolution. Should you find that the problem cannot be resolved, contact should then be made with the Team leader or the Principal. If this is not to your satisfaction and you feel the problem is serious, you can put it in writing to the Chairperson of the Board of Trustees. It will then be investigated by the Board and a reply given. A copy of our complaints policy along with all other Te Kura o Ōpāwaho - Opawa School policies can be found on the SchoolDocs website.

www.opawa.schooldocs.co.nz User name = opawa Password = learn

There is also a SchoolDocs link on our school website. www.opawa.school.nz.

Home and School

This organisation supports Te Kura o Ōpāwaho - Opawa School with fundraising and Community Partnership events such as Family Fish and Chip nights, Picnics, 'The Big Breakfast', Sausage Sizzles, Calendar Art, Quiz nights, Maths-a-thons, Spell-a-thons to name a few.

Your support and assistance would be welcomed. Meetings are held in the staffroom and advised in the school newsletter.

Board of Trustees

The Board is responsible for the governance of the school as set out in the School Trustees Act 1989. Governance involves development of the school charter and strategic plan, establishing school policy, monitoring finances, maintaining property and assets, appointment of staff on the recommendation of the principal and reporting on the school's achievement.

Every 3 years a Board of Trustees Election is held and the elected board consists of five members of the school community, a staff representative, and the Principal.

The Board meets once per month at 7:00 pm in the School library. These are open meetings-anyone can attend these meetings.

Notice of these meetings is advertised in our Fortnightly school newsletter.

Personal Learning Plans

Because we value children, whānau/family and teachers working together, at the beginning of every year, each child and their whānau/parents meet with the class teacher, to exchange information, to set learning and personal goals and discuss the class programme. These goals form the basis of the learning plan and are sent home, and regularly evaluated and reset. This process also occurs for all ākonga/students and for New Entrant children beginning throughout the year.

Reporting and Three Way Conferences

At Te Kura o Ōpāwaho - Opawa School, we report formally on progress and achievement with an online (through the Hero app) report twice a year at the beginning of July and December. We also provide a scheduled opportunity to meet and discuss progress and achievement through our Three Way Learning Conferences at the beginning of August. Tamariki/children, whānau/parents and the class teacher meet together to share progress, next step learning and reset learning goals.

The teacher provides feedback about the learning along with information about your child's progress and achievement in relation to the New Zealand Curriculum levels.

Relationship Management

At Te Kura o Ōpāwaho - Opawa School we expect all members of our Community - tamariki/children, whānau/parents and staff to behave respectfully. We know that quality relationships enhance behaviour. Children learn how to work and play together at different rates and our staff are very experienced at guiding and supporting them in this. We use restorative practices to ensure the children involved in inappropriate behaviour understand the impact of their actions and can repair the harm that has been done.

Our values programme is the foundation for how we relate to each other.

Our school values are discussed in class and circle times and are promoted by staff. Children noticed exhibiting these values are given a coupon which is put into our treasure chest. At Assembly, the Principal draws names from the treasure chest. Six junior children get to have pizza with the principal and six year 5-8 children have a non-uniform day.

The Zones of Regulation are taught at all levels and support tamariki/children to develop their emotional vocabulary and understanding, and build a range of appropriate strategies to deal with 'big feelings' in order to manage their emotions.

Learning Support

Te Kura o Ōpāwaho - Opawa School has a strong learning support programme. Class programmes and interchange/needs based groupings are some of the ways we cater for individual needs whether extension or support is needed. Some of our more able students have the opportunity to attend specialised programmes based at the ChCh South Learning Centre or Tūranga. They also are given the opportunity to sit International Competitions and Assessments for Schools examinations (Year 4 – 8 only).

Reading Recovery is a specialised reading programme for children who are identified at six as needing additional support.

Our Teacher Aides provide support for programmes in each of our Learning Teams.

Children with an identified learning or behaviour need may be referred (in consultation with whānau/parents) to the Resource Teachers of Learning and Behaviour-RTLb or to the Resource Teachers of Literacy - RTLit.

Home Learning

Research has shown that the most useful types of homework are the practice of reading, basic mathematics facts, and spelling.

In Years 1-3, Home Learning consists of your child sharing their Poetry book, parents reading their Library books to them, and there might be some letter & sounds or words to learn. There may be activities that are whānau/family based or may involve your child practising some literacy or numeracy activities.

Te Reo Māori

At the start of each year, new whānau/families and staff are welcomed to Te Kura o Ōpāwaho - Opawa School with a whole school Pōwhiri (formal welcome). All children participate in our Māori language programme with Whaea Tracy Te Hēmi our specialist teacher. Te Reo is used across the curriculum. Our Junior and Senior Kapahaka groups are very popular with over one third of our school participating. The Junior rōpū participates in 'The Kids in Town' event at Tūranga and the Senior rōpū attends the Tūhono competition/festival.

Māori Whānau group meet regularly throughout the year. Meetings are advised in the Newsletter. At the start of terms 2,3 and 4, new whānau/families and staff are welcomed with a mihi whakatau (welcome).

Matariki is an important part of the fabric of our kura/school. Every second year we have a large and very popular community evening event in which many of our tamariki are involved in supporting our Whānau group and Home and School group. In the alternate year we celebrate Matariki with a series of in-school events over a week.

Pasifika

We are fortunate to have the talented tutors from the Tama Mai Sauté Dance Academy contracted to our school, to support our Pasifika Cultural group. This opportunity is offered to all of our Pasifika students and all students from Year 5-8. Maria Frew, Martha Mataele and Tina Vea provide support at each session. We also have whānau members attend and join in as well. The students also participate in traditional games.

Music

In addition to classroom music programmes, our school participates in the Christchurch Primary Schools Music Festival. Currently we have a senior and junior choir.

Children have the opportunity to learn an instrument through our partnership with the Christchurch School of Music (CSM) Outreach Programme. The Outreach Programme is fun and exciting and designed to ensure children receive quality music tuition in either the concert band or the strings. Instruments available are flute, clarinet, saxophone, trumpet, French horn, trombone, euphonium, tuba, keyboard, bass guitar, glockenspiel and percussion, violin, violas, and cello. There are charges for tuition and instrument hire.

Information can be obtained from the school office or online at

www.csm.org.nz/Schools/Band-programme

Sport

All children have regular Fitness and Physical education lessons. As children move through the school there are more opportunities for them to be involved in competitive and non-competitive sports.

Our regular sporting fixtures are miniball & basketball, Summer sport (Tee Ball, Kiwi Volleyball, Kiwi Tag) Swimming Sports, Triathlon, Cross Country, Winter sport (rugby, netball, hockey, and football), Athletics and Kī o Rahi.

Children in Years 5 – 8 have the opportunity to represent Te Kura o Ōpāwaho - Opawa School in many inter-school sporting events.

Te Kura o Ōpāwaho - Opawa School is also part of the Healthy Active Learning initiative where we encourage and support whānau/families to 'get active' through participation in fun physical activities. We are in partnership with Sport Canterbury.

PMP - Perceptual Motor Programme

PMP is a programme which aims to develop the child's perceptions and understandings of himself /herself in relation to their world, through movement experiences.

All New Entrant, Year 1 and 2 children participate in this programme through Play Based Learning programmes.

Swimming

Our covered pool means that all classes have regular tuition during an extended season in terms 1 and 4. Swimming gear needs to be named. One piece swimming togs are recommended. No child may swim in underwear. The school also accesses swimming tuition via Te Pou Toetoe/Linwood Pool.

Outdoor Education

All classes go on outdoor educational trips from time to time. These are related to the learning in the classroom. Whānau/parent support and supervision is often requested for these events. Notices to parents will provide full details of each trip.

In the senior part of the school this will also involve overnight stays.

Technology

Our Year 7 and 8 pupils travel to Te Aratai - Linwood College Technology Centre at the old Avonside Girls site, where they receive instruction in Electronics and Plastics, Robotics, Woodwork, Metalwork, Food and Fibre Technology from specialised technology teachers.

Why choose a full primary?

As a full primary school, we know the benefits of remaining at primary school until Year 8.

Studies have shown that children experience a drop in attainment in their first year of secondary school. This is of particular importance in New Zealand where some students change schools at two levels of transition. (Year 6-7 and Year 8-9)

“Students who make two transitions, to a middle school and then to secondary school, appear to experience the achievement drop twice” (Alspaugh, 1998, Felner, Primevera & Cauce, 1981).

There appears to be evidence that any transition may cause a drop in achievement, regardless of the age at which this takes place” (Suffolk Education Dept, 1997).

Our students look forward to the leadership and other opportunities provided in the senior school along with the nurturing they offer to the Junior school children.

At Te Kura o Ōpāwaho - Opawa School our year 7/8 programme offers:

- Strong Pastoral care with knowledge and experience of the learning and emotional needs of this age group
- Strong Leadership development and a broad range of Leadership opportunities
- Academic programmes promoting increasing independent and self-directed learning
- Literacy & maths support and extension
- Te Reo –specialist programme
- Languages (Spanish and Japanese) by teachers from Cashmere High School
- Outdoor Education-Camps, Sailing, Beach Education, Adrenalin Forest,
- Sport -Athletics/Cross Country/Rugby/Hockey/Netball/Football/Ki o Rahi
- Swimming
- Technicraft-Electronics and Plastics, Robotics, Woodwork, Metalwork, Food and Fibre Technology
- Workshops-may involve Art, ICT, Drama, Taiaha, personal development & growth
- South Learning Centre
- Goal setting and Personal organisation skills important for High School
- Inquiry Learning
- Buddy reading and opportunities for developing tuakana/teina - mentoring younger ākonga/students
- Wheels-skateboards/scooters

Opportunities to be involved in:-

- Student Council - organise events to ‘give back’, Talent Quest, Discos, fundraising, Tabloids etc
- Te Kura o Ōpāwaho - Opawa School Band Programme including music lessons
- Library
- Peer mediation
- House Leaders
- Kapa haka and/or Pasifika
- Choir
- Leading IT
- Garden club
- Play Based Learning mentors
- Supporting and/or proposing school wide initiatives
- Playzones at break times

We hope that you find this booklet a helpful reference.

We look forward to a positive partnership between Te Kura o Ōpāwaho / Opawa School and your whānau/family.