2017

Hukanui School Vision Statement
“A leading learning environment maximising people’s potential”
Welcome to Hukanui Primary School

Kia Ora

We have tried to include the information in this Prospectus that is most important for you to know in your initial contact with our school. If you would like additional information please do not hesitate to contact us using the contact details above. We also have copies of the following documents available for perusal in our office foyer.

Hukanui School Charter  Annual Plan  Current ERO Report
Analysis of Variance  Copies of this year’s newsletters

The goals in our School Charter best sum up our priorities and what we are about at Hukanui School:

LEARNING To maximise individual potential through personalised learning, so that talents are developed and academic achievement

PEOPLE To develop collaborative life long learners who maximise their potential

COMMUNITY To have a school community where all members work collaboratively creating a learning environment that will maximise the potential of children

ENVIRONMENT To create an outstanding learning environment that is attractive, safe, well resourced and enhances learning

FINANCE To ensure there are sustained funds to support the strategic direction of the school maintaining Hukanui as a leading learning environment.

I hope your association with Hukanui School will be a mutually beneficial partnership between home and school that will enrich your child’s education and assist them to reach their potential.

Welcome to Hukanui School.

David Mossop
PRINCIPAL
Our Hukanui Team

Classroom Teachers
(Year 0-1 Team)
Holly Greenfield (Team Leader)
Lisa Gwyn (Reception Room)
Michelle Bird
Hannah Wakefield
Sophie Millar
Angela Strange
Pam Webb
Natasha Hendrikse

(Year 2 Team)
Taylor Moxon (Team Leader)
Lauren Hodge
Jeanette Ward
Suz Woodward
Nicola Turnbull

(Years 3&4 Teams)
Briar McKinnon (Year 3 Leader)
Kim Martyn
Travis Browne
Rachel Beale
Ashleigh Hope
Katharine Mitchell
Mike Fitness
Trista Robertson
Jeong Hyun

(Years 5 & 6 Team)
Anne Flanagan (Team Leader)
Garry Meiklejohn
Alana Cramond
Erin Walcroft
Kelly Laird
Lisa Leather
Frank Young

Deputy Principal:
Tracey Hopkins
Susan Johnson

Specialist Teaching Areas
Mike Fitness (Digital Learning Support)
Michelle White (Education for Sustainability)
Jody Thomas (School Band)
Taylor Kells (Kapa haka / Te Reo Support)
Judi Mossop (International Student / ESOL Coordinator / Languages)
Hannah Mould (Language Electives)
Pam Webb (Literacy Enrichment / Reading Recovery)
Sharon McLean (SENCO)
Jo Stirling (Electives / release teacher)
Chloe Yates (Maths & Literacy Teacher)
Lauren Prentice (Electives, release & Choir)
Mary Boreham (Release)

Support Staff
Cheryl Brown
Jill Palmer
Deidre Bartels
Andrea Stout
Melanie Ruffell
Michelle Aish
Wendy Park
Leanne Finch
Rekha Ladwa
Russell Doust
Carina Fletcher
Kharyn Lucas
Ngaroma Waudby-Teao
Glenys Fletcher
Fred & Olga Morris

Executive Officer
Office Administrator
Admin Assistant
Admin Assistant
Library Assistant
Support Staff
Support Staff
Support Staff
Support Staff
Support Staff
Support Staff
Support Staff
Caretaker and Cleaner
Information in Brief

**School Hours**
- Morning 9.00 - 12.30pm
- Afternoon 1.30 - 3.00pm

(Please do not send children to school before supervision is provided at 8.15am.)

**Term Dates 2017**
- Term 4 October 16 to December 15

**Term Dates 2018**
- Term 1 January 31 to April 13
- Term 2 April 30 to July 6

**Absences**
You must ring the answer phone **before** 9.00am and leave a message detailing who is absent, the reason for the absence and your child’s room number or txt message to 0212899275. Approval for planned absences must be in advance in writing to the Principal. Refer to the Procedure for Student Attendance on our school webpage or in the policy folder in the office foyer.

**Entering and Leaving the School Grounds**
*children must not leave school grounds without permission.
*parents and other visitors to the school during school time must sign in and out of the office.
*parents taking children from school for appointments etc must sign them out at the school office.

**School Donations to support learning programmes.**
$145 for the first child. $125 for the second child with $315 maximum for a family.
Please see the office if you wish to arrange automatic payments.

**Crossing Roads**
Get to school safely! There are crossings on Hukanui Road and Pickering Crescent staffed before and after school. **We do not encourage children under 9 years old to bike to school without an accompanying adult.**

**Parent Parking**
Please avoid the crossing areas located in Hukanui Road and Pickering Crescent. Use the Westfield Mall car park for dropping off and picking up children. **Do not double park to let children in or out of the car.**

**Medication**
Please notify the classroom teacher if your child is taking medications which may affect their behaviour or school work. If children have asthma inhalers or similar they should be brought to school and be available for use. Please advise of any allergies.

**Sickness**
Please keep unwell or infectious children at home. If in doubt contact the school - your family doctor will advise when a child can safely return to school. Head lice are a recurring problem. Please check your children regularly. Please inform the classroom teacher if an infestation should occur. They will send notices home advising parents to check their children.

**Accidents/illness at school**
Depending on the circumstance or situation we will give minor first aid and contact parents if a child needs to go home. Parents will be notified after a serious fall or head injury.
*phone family doctor where appropriate or take the child to emergency medical facility.

**Stationery**
Please buy before 9.00am at the school office.
School Lunches:
1. “EZLUNCH”
You can order great quality hot and cold lunches from the Fastlane Fitness from Wednesday to Friday at very reasonable prices.

Order online at www.ezlunch.co.nz before 9.00 am for delivery at lunchtime. It is a very fast process.

Lunches are individually named and delivered to the school office for children to pick up at 12.30 pm.

Before and After School Care
Care for your child is available from OSCAR run by the YMCA at Hukanui School. Please phone YMCA 838 2529.
Before and after school care is also available at St Albans Church 8557434

Be Sunsmart -Sunhats
It is our school policy for children to wear hats for protection from the sun in term 1 and term 4.

Hukanui School Uniform
The school uniform is compulsory for all children attending Hukanui School.
We are very proud of our stylish school uniform which is in the school colours of gold and black.
We believe that wearing our school uniform assists children to develop a sense of identity with, and pride for their school. It also assists the development of the personal values of Respect (for yourself, for others, for your school) and Excellence (we persist to do the best and be the best that we can possibly be).
The uniform is retailed by NZ UNIFORMS from their shop.

Sports Uniforms
Sports uniforms are issued from the school to students to wear whilst participating in Summer and Winter Sports and representing the School in Sporting events. Sports uniforms are to be returned as soon as practical after the sport has finished in good, clean condition ready for reissue. Uniforms not returned at year-end or returned damaged are charged for.
Board of Trustees

Parent Representatives: Leanne Reynolds Mark Derry

Alice Baucke Carissa McCay Darrel Hadley

Staff Representative: Katharine Mitchell

Principal: David Mossop

• Today’s schools involve the Trustees, Principal, teachers, staff and community working closely and co-operatively together to improve learning opportunities for all children. The BoT provides governance of the school and members also work in the following sub committees: Policy & Personnel, Finance, Community, Environment, Technology.

• School donations are suggested by the BoT, taking into account the school operating grant, consultation with parents and donations set by similar schools. The donation is not compulsory, however parents are encouraged to make this donation in order to assist in the provision of teaching resources for all children.

• Parents and staff are welcome to attend any BoT meeting, held twice a term in the school staffroom. Information related to Board activities and notice of meeting dates are included in the school newsletter.

• The School Strategic Plan and Policies are on display in the school foyer. Minutes of the BoT meetings are available from the office.

Hukanui School P.T.A.

• The primary role of the P.T.A is to foster a strong bond between the community and the school. Even though fund raising is a focus, this is not the only function of the P.T.A. Funds will be raised where necessary to enhance the children’s learning and support the strategic direction of the school.

• The monthly P.T.A meetings are to enhance communication in the school and to provide a forum for enjoyable parent interaction.

• P.T.A meetings are held on the second Monday of the month in the staffroom.

All parents are welcome and encouraged to attend.

PTA Committee:

Chairperson: Kate Cooper Treasurer: Cara Giles Secretary: Debbie-Jo Baxter
Enrolment at Hukanui

Hukanui School has an Enrolment Scheme and Enrolment Procedures in place. Only students who live within our school zone, as shown on this map, are automatically entitled to enrol at our school.
1. Pre-Enrolment
Children are to be pre-enrolled before their starting date. You will need to complete an enrolment form and bring along a birth certificate or passport for proof of age and immunisation record. We have a school zone so you will also need to bring proof of residence that you live in zone. e.g. current electricity bill.

2. Pre-school visits
You and your new entrant child are invited to 2 pre-school visits just prior to their 5th birthday to meet the teacher and the rest of the class. These visits are over two Wednesdays. The first visit is from 9.00-10.30 am. On the second visit from 9.00-11.00am we ask the parent to leave.

3. Does your child ....
*know how to say their name, address and phone number?
*dress and undress themselves without help (for swimming)?
*know how to put shoes on and do them up?
*know how to use the toilet properly and wash their hands?
*use a handkerchief to blow their nose?
Please clearly name your child’s belongings!
Lost property is situated in the cupboard outside Room 1.

4. First day
-All new entrant children start on the first Monday following their 5th birthday. Bring your child to school at about 8.30 am. Be prepared to stay until school starts at 9.00 am.
- Meet the teacher and check where your child will be when they are dismissed at the end of the day.
- Pack a healthy lunch, fruit and a drink of water in a plastic bottle.
- A stationery list will be given to your child. Stationery can be purchased through the school office.
- School finishes at 3.00 pm and new entrant children will be released individually as parents or other family members arrive. Young children should not go home with a friend unless prior arrangement has been made and the child’s teacher informed.
Keeping in Touch

New Entrant Information Night.
These informal meetings are held once a term. They are taken by the N.E. teachers for parents of new entrants. This session covers a typical school day for your new entrant child.

New Families Induction Meeting.
Parents of all new children at Hukanui are expected to attend this half hour meeting with the Principal and D.P. A chance to hear ‘how things work’ at Hukanui School so families more readily feel part of our school.

Teaching Staff. Teachers welcome communication from parents. If you want to talk to the teacher for more than a few minutes it is best to make an appointment outside of teaching time. If it is a concern and it is not resolved please contact a D.P. or the Principal.

3 Way Learning Conferences are held mid way in Term 1 and at the end of Term 2. Notice of dates and times will be given through the school newsletter. Formal written progress and achievement report on your child is sent home at mid year and end of year.

Sharing Events. There are a variety of events during the year where parents are invited to classes so children can share their learning. We also hold maths open days for parents to visit their child’s maths class.

Parent assistance, as appropriate, is welcome in a variety of areas and activities within the school. This may involve helping in the Library, transporting children to various activities or classroom assistance particularly in the junior classes. All helpers must be Police vetted, please ask at the school office how to go about doing this.

Newsletter, Website & Facebook
The newsletter is published every Thursday. This contains coming events, messages from the principal, sporting news, children’s work and achievements and community notices. Contact the office to join our emailing list office@hukanui.school.nz. This saves paper and is guaranteed not to be squashed in a school bag! It can be sent home with the eldest child at school or you can download it from www.hukanui.school.nz. The website is full of school information including an online school calendar of events. Photos of events are shared regularly on our Facebook page. You can also download our Parent Teacher Calendar App for your digital device. Search under that title or scan one of the QR codes below.

Parent and Deputy Principals.
We have an open door policy. However to make sure we can give you quality time it is best to ring and make an appointment through the office.
LEARNING GOAL

“To maximise individual potential through personalised learning, so that talents are developed and academic achievement exceeds national standards in literacy and mathematics”

Reference: Hukanui Charter

LEARNING PRIORITIES

To produce Hukanui Learners who:

• Are literate and numerate
• Are critical, caring and creative thinkers
• Actively seek, use and create knowledge
• Reflect and self direct
• Live out Hukanui school values
• Display key competencies
• Confidently use digital technologies
• Live active and healthy lifestyles
• Are committed to using sustainable practices
• Develop their gifts and talents

INDIVIDUAL LEARNING PATHWAYS

At Hukanui we have changed the way the curriculum is delivered and have developed our own innovative Hukanui Curriculum. This enables us to not only achieve high expectations in reading, writing and mathematics but to deliver on our learning priorities and assist our children develop their strengths and talents. We do this by providing a wide range of rich learning opportunities both in and out of the class.

Examples of these programmes and opportunities are:

Electives Programme

Starting week 7 of term one, each teacher nominates a curriculum area they have a strength in or passion for. They offer a topic in this elective area for one day a week for ten weeks so the children can study in depth an area that they are passionate about.

Electives being offered at Hukanui include:

- Education for Sustainability
- Health and P.E.
- Science and Technology
- Social Science
- The Arts: dance, drama, music.
- Visual art
- Languages: Maori, Chinese, Spanish, French, Japanese.

Education for Sustainability

- Hukanui has been an Enviro School since 1996
- We have a specialist Enviro teacher taking an elective in each team
- We won our first National Green Gold Award for Enviro Education in 2006. We continue to win Green Gold status today.
- We were awarded the Wheki award in 2004 for Enviro Education
- Our ‘Living Room’ is the first student designed and built eco classroom in New Zealand. It was opened on 11 Dec 2009
- Our latest student projects include producing honey with our beehive, and eggs from our chickens.

Ability Based Mathematics Classes

In each team children are tested and grouped into maths classes according to their mathematics ability. This enables improved targeted teaching to a narrower range of levels.
### Other Programmes & Features of our school

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<th>Medal winning School Band</th>
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<td><strong>Fun School Events</strong></td>
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<td><strong>Senior Sports Academy</strong></td>
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<td><strong>Well resourced Library and Resource Centre</strong></td>
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<td><strong>Gifted and Talented cluster groups in each teaching team provides for more able students in literacy.</strong></td>
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<td><strong>Cricket</strong></td>
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