

Kedgley Intermediate School

Whānau Handbook



Believe Become Inspire



@kedgleyintermediatecommunity



@kedgleycommunity

www.kedgley.school.nz
(09) 278 4202



KEDGLEY
INTERMEDIATE SCHOOL

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KEDGLEY

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“Great leaders are created through the quality of their actions and the integrity of their intent.”

Maria – Year 8



Warm Pasifika greetings and welcome to Kedgley Intermediate. With the unique character of learning for two years at intermediate school, our primary purpose is to ensure all involved with Kedgley Intermediate are nurtured with a sense of kotahitanga; focusing on the learner holistically. Our mantra of 'Believe, Become, Inspire' promotes an environment that is safe and nurturing and where potential is seen in every learner.

Pelu Leaupepetele
Principal

Our Purpose

To nurture our community of life long learners to succeed through confidence, connection and inquiring minds in an evolving world.

Kia poipoi te ākonga mo ake tonu ki te tū maia, ki te tūhono, me ki te whakaaro pakiki ki roto i tēnei Ao hurihuri.

Our Values

Respect	Whakarangatira
Resilience	Kia Aumangea
Service	Ratonga
Kindness	Arohatanga
Leadership	Kaitiakitanga

Our Mantra

Believe, Become, Inspire

Kia whakapono, Kia whakatipu, Kia whakaohoho

“Service can be from giving the biggest mound of money to the smallest act of kindness and is something that everyone is capable of.”

Emily – Year 8



Important Dates

2019

Term	Commences	Ends	Kedgley Connect Events
One	Year 8: Thursday 31st January Year 7: Monday 4th February	Friday 12th April	Community Event Wednesday 13th February Learning Pathway Hui Wednesday 27th February
Two	Monday 29th April	Friday 5th July	Learning Pathway Hui (with written report) Week 9
Three	Monday 22nd July	Friday 27th September	
Four	Monday 14th October	Tuesday 17th December	Written Report Week 10

First Day of School

School commences at 8:45am.

Students will assemble in the Quad outside the school hall.

Year 7 students will be welcomed to Kedgley with a Powhiri on Monday morning.

Parents, whānau and caregivers are welcome to join us.

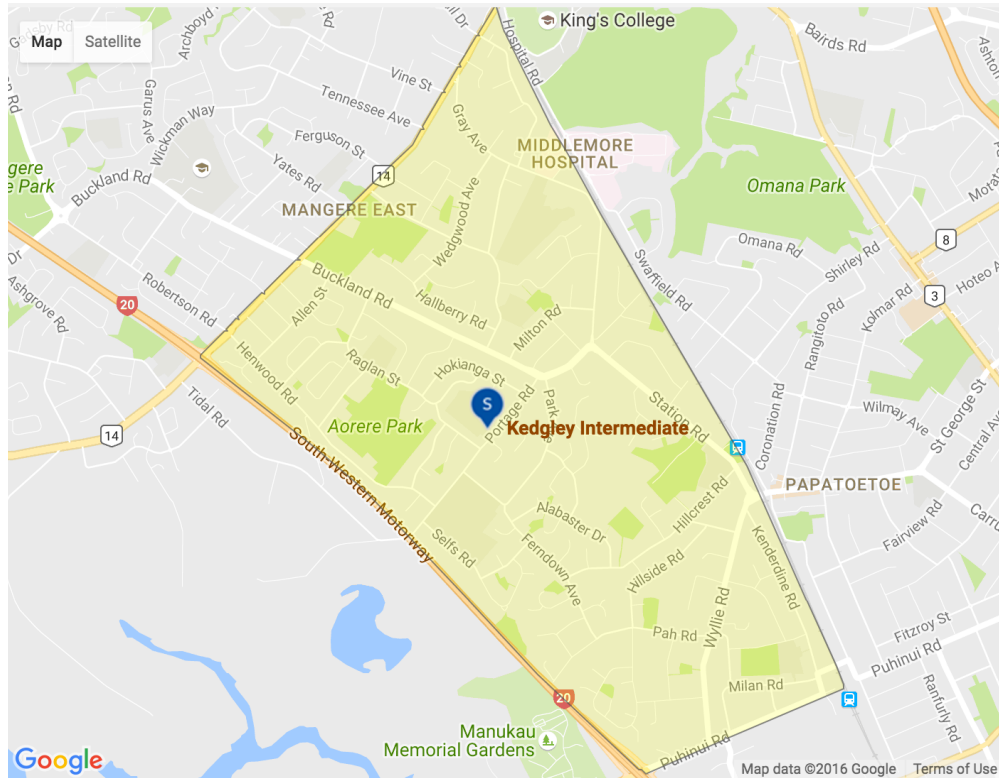
“To be kind is to be a courteous and a helpful person, to lift each other up rather than push each other down.”

Farzeenat – Year 8



Enrolment Information

School Zone



Process

Please complete the Enrolment Form (available from the school website or reception).

Enrolment forms for children attending the following primary schools can be returned to your child's current school:

- Papatoetoe North Primary School
- Papatoetoe South Primary School
- Papatoetoe West Primary School
- Kingsford Primary School
- Jean Batten Primary School

For enrolments from all other schools, please return the form to the reception at Kedgley Intermediate.

You will receive confirmation of your child's acceptance in writing.

Legal Documents for New Zealand Citizens

We require the following legal documents for enrolment:

- New Zealand Birth Certificate OR New Zealand Passport
 - A recent power bill to show proof of address
 - If living with relatives, we require the house owners' power bill
- AND
- a Statutory Declaration stating the child lives at the address, signed by a Justice of the Peace
- OR
- a letter from Work and Income New Zealand that states the child lives at that address.

Legal Documents for Non-New Zealand Citizens

We require the following legal documents for enrolment:

- Passport with a valid Student Visa
 - Birth Certificate
 - Parent's Passport with a valid Work Permit OR Residence Permit
 - A recent power bill to show proof of address
 - If living with relatives, we require the house owners' power bill
- AND
- a Statutory Declaration stating the child lives at the address, signed by a Justice of the Peace
- OR
- a letter from Work and Income New Zealand that states the child lives at that address.

School Donation

There is a School Activity Donation of \$20 per term for each child.

This donation covers the projects the students make in school and are able to take home.

Payment Options

Payments to the school can be made at the office by cash or EFTPOS.

We also have a direct credit option:

Kedgley Intermediate School Board of Trustees

12 3028 0525953 02

Please include student's full name and details of what the payment is for.

Stationery

Stationery packs are available to purchase from the school.

A stationery list and individual items will be available from the start of Term One.

Extra stationery can be purchased from the Stationery Shop in the Resource Room as required throughout the school year.

“Resilience is when someone has the strength, mindset and ability to recover after difficult obstacles.”

Naomi – Year 8



Uniform

Uniforms are available to purchase at **Angels Fashions.**

98 St George Street
Papatoetoe

www.angelsfashions.co.nz

Opening Hours	
Monday to Friday	8:00am - 6:00pm
Saturday	8:30am - 4:30pm
Sunday	1:00pm - 4:00pm

Boys	Girls
Black shorts or black cargo pants or ie faitaga	Black skirt or shorts or black cargo pants
Polo shirt	Polo shirt
Letterman jacket or raincoat	Letterman jacket or raincoat
Hoodies	Hoodies
P.E. shirt	P.E. shirt
P.E. shorts	P.E. shorts
Plain black socks	Plain black socks
Plain black shoes or plain black jandals or sandals only if wearing an ie faitaga	Plain black shoes
Cap	Cap

Please note: more information will be made available once the new designs for 2019 are confirmed.

Incorrect Uniform

If your child comes to school in incorrect uniform, please ensure they bring a signed note to receive a uniform pass from the Associate Principal.

In the note please state:

- the reason for the wearing incorrect uniform
- when you expect to have the correct uniform

Jewellery

Students may wear a watch.

Small plain studs, either silver or gold, are allowed to be worn. Please limit the number of earrings to one stud per ear.

Personal Property

All personal property brought to school, including clothing, must be clearly marked with the name or initials of the owner.

Kedgley does not accept responsibility for articles that are lost, but efforts will always be made to find them, provided they are clearly named.

“My purpose is to ensure each child receives a “fair deal” in a safe environment that nurtures the potential in every learner.”

Pelu Leaupetele - Principal



School Organisation

Hours

The school day runs from 8:45am to 3:00pm.

Each classroom teacher will have their classroom open from 8:30am for students to get ready for the day.

The reception is open from 8:00am.

Timetable

	Monday	Tuesday	Wednesday	Thursday	Friday
8:45am - 9:15am	Lalaga	Core Learning	Lalaga	Core Learning	Lalaga
9:25am - 11:20am	Core Learning Time				
11:20am - 12:00pm	Break #2 Lunch eating in class: 10 mins Outside play: 30 mins				
12:05pm - 1:10pm	Learning Areas				Authentic Learning Projects Assembly #1
1:20pm - 1:50pm	Break #3 Lunch eating in class: 10 mins Outside play: 30mins In class for 5mins before Learning Areas (1:50pm - 1:55pm)				
1:55pm - 3:00pm	Learning Areas				Authentic Learning Projects Assembly #2

Curriculum

Lalaga

We believe it is important for every student to have at least one trusted adult in the school during their two years at Kedgley Intermediate.

The role of the Trusted Adult is to mentor and awahi the emerging adolescent with a fundamental focus on the wellbeing, relationships and academic success of the child.

It is important to provide young people during adolescence with guided opportunities for learning about relationships in the context of their peer group.

There are eight interconnected factors that influence student engagement:

- *relationships with teachers and other students*
- *relational learning*
- *dispositions to be a learner*
- *motivation and interest in learning*
- *personal agency/cognitive autonomy*
- *self-efficacy*
- *goal orientation*
- *academic, self-regulated learning*

Positive relationships with teachers and other students are critical.

- *manaakitanga (building and nurturing a supportive, loving environment)*
- *ngā whakapiringatanga (the creation of a secure and well-managed learning environment)*
- *wānanga (engaging in effective teaching interactions with Māori students as Māori)*
- *ako (both teachers and students learning in an interactive, dialogic relationship)*

*New Zealand Association for Intermediate & Middle Schooling: A Learning Pathway
p. 10 & 13*

Your child's Trusted Adult is the best person to contact when you have concerns or questions about your child's learning and experience at Kedgley. You can find their contact details on the school's website or by phoning reception.

Learning Areas

Students have the opportunity to engage with different areas of the New Zealand Curriculum. Over their two years at Kedgley students will have learning experiences in:

- Arts (Visual Art, Dance, Music and Drama)

- Technology (Digital Technology and Food and Nutrition)
- Physical Education and Health
- Science
- Social Sciences
- Languages and Cultures

Authentic Learning Projects

Authentic learning projects are independent, student-led learning experiences that directly relate to the interests and passions of the students. They are designed to enable our students to develop ownership and agency over their learning.

Class Organisation

Classes are organised into year groups with two Learning Leaders classes per year level.

All class placements are subject to review during the first six weeks of the school year.

During this time students will sit a series of tests to confirm their placement and to enable teachers to set up programmes to cater for individual needs.

“My purpose is to create an environment where all children feel accepted and valued so that they are able to create opportunities for themselves that will last a lifetime and inspire others to do the same.”

Sialale Pulou - Whānau Leader



Opportunities for Students

Extra-Curricula

Sports

Softball	Tag	Orienteering	Football
Rugby	Hockey	Netball	Rugby League
Basketball	Volleyball	Touch	Cricket

Arts and Culture

Choir	Le Tausala Samoa	Findian Fusion	Fuata Niue
Band	Tama o Samoa	Kuki Group	Kapa Haka
Dance Group	Kumifounua		

Leadership

At Kedgley Intermediate we encourage students to develop their leadership skills.

We offer a range of opportunities for our students to assume leadership roles around the school.

- Sports Team Captain
- Environmental Monitors
- Health Promoting Schools Committee
- Librarians

Heads of School

Every year, eight Year 8 students represents the student body as Head Students.

At the end of Term Two and Four, the nomination and voting process occurs. Teachers nominate and vote for the students who they believe consistently display the school values.

The eight students with the most teacher votes, write a speech and deliver it to the Year 7 and 8 students. The students vote for who they want to represent them as Head Students.

Head students serve for two terms (either One and Two or Three and Four).

Serve to Lead Team

At the beginning of each year students have the opportunity to apply for a position on the Serve to Lead team.

This is a group of students who organise events and fundraising opportunities that benefit the school and wider community.

Upstanders Crew

The Upstanders Crew are dedicated leaders in year 7 and 8 who care with kindness, self confidence, empathy and understanding about our school, to completely root out bullying of any kind.

Project Wy

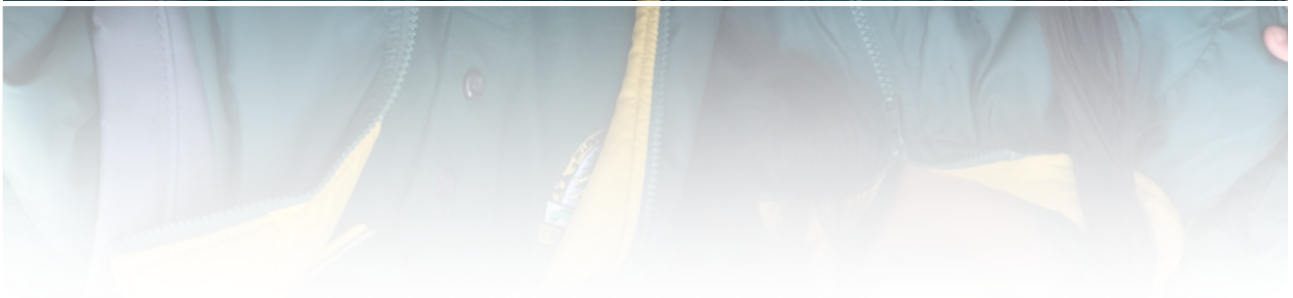
A 12 week programme tailored around the leadership needs for both the child and parent. The programme involves physical training, life skills, and educational workshops. The programme ends in a physical challenge (Rotorua Quarter Marathon and Tough Guy/Gal Challenge).

"Project Wy developed my emotional intelligence. I now have the maturity to deal with issues that I may come across as a young adult."

Harmonie Iobu
Year 8 student

“I want to experience the feeling of knowing that I have made a huge difference somewhere, in this community especially”

-Maria Y8



Whānau Engagement

We hold different evening events throughout the school year.

For example:

- Whānau Hui
- Pasifika Fono
- Reading strategy evenings
- Maths strategy evenings

Information about these events will be available on our website, FaceBook page, electronic noticeboard and sent home via a newsletter.

Newsletters

We publish two newsletters that are distributed via the school FaceBook page and archived editions can be found on the school website.

The Eagle's Eye is a student-written newsletter that is published fortnightly alternating with the KIS Connect newsletter that is written by the Principal.

“My purpose is to empower students to make connections between the learning that happens in their classroom and the world around them.”

Sione Tonga - K28 Teacher



Health and Safety

Tuck Shop

The tuck shop is open before school, morning break and lunchtime. It provides a range of healthy food.

As Kedgley Intermediate is a Health Promoting School, we provide a range of healthy options for our students. Please take this into consideration when dropping lunches off to school.

Transportation

Portage Road Traffic Lights

The traffic lights on Portage Road are monitored by school staff before and after school, from 8:15am - 8:45am in the morning and 3:00pm - 3:10pm in the afternoon.

We encourage students to use the traffic lights when crossing the road. Please help us to keep your children safe by also encouraging them to use pedestrian crossing and traffic lights when coming to and from school.

Cars

Students use the school carpark as access to the school grounds. Keeping them safe requires limiting the number of vehicles that use the carpark area.

Parents and caregivers are asked to drop off/pick up students outside of the school groups and without restricting access to the driveway of the school.

Bicycles and Scooters

Please encourage your children to be safe on their journey to and from school. When riding a bicycle or a scooter please ensure that your child wears a helmet.

Visitors to the School

We have an open-door policy and encourage you to visit the school to speak about your child's learning and safety.

However we do have a duty of care to our students and that involves knowing who is within the school gates at all times. Please sign in at the reception area when visiting the school.

Personal Electronic Devices

It is the Board of Trustees' policy that all electronic devices are handed in at reception before 8:45am and may be collected at 3:00pm.

The school will not take any responsibility for electronic devices that are not handed in at reception.

Any electronic devices that are found in a student's possession during the school day will be confiscated and kept at reception until a parent/caregiver comes to collect it.

Absences

Please contact reception whenever your child is absent from school.

Absences can be reported by:

- the school website
- calling the office
- sending a note to your child's teacher

Any absences reported via FaceBook messenger will be missed.

Early Pick-ups

When picking your child up from school before 3:00pm, please report to the school reception. Your child will be called from their classroom and will meet you at reception to be signed out.

“I aim to work hard to gain the respect of people and give it to those people who deserve it.”

Maria - Y8



Kedgley Music School

The Kedgley Music School offers affordable after-school music tuition to children age 7 to Year 8.

Classes are held in the Music Centre (building adjacent to reception) at Kedgley Intermediate School. They run after school on week days, during term time only. Students are taught in small groups for half hour lessons.

Enrolment

Enrolments are taken during Term 4 for the following year. They can be made in person at the Kedgley Intermediate School reception or by post. Full payment of fees must be made at the time of enrolment. Lessons are for Primary/Intermediate School children aged 6 years (on 1st of February of the enrolment year) or older. They may enrol in one class only.

Six year olds can only enrol in the Introduction to Music classes (with either recorder, or ukulele). All seven year olds must have completed one of the Introduction to Music classes before progressing to another instrument.

The Introduction to Music classes are designed to teach the basic elements of music reading, develop good practise habits and lay a solid foundation that will help your child progress into an instrument of their choosing the following year.

Children should be at least 8½ to 9 years old to enrol in clarinet, flute or saxophone classes.

Cello students can either have their own cello or hire one from a Music store. Music Works are the cheapest hire for the school year.

Keyboard students must have a keyboard at home to practise on; they do not need to bring it to class.

Drum students need their own set of drumsticks (these can be purchased at the time of enrolment). If they don't have a drum kit at home, they will need to purchase a rubber practise pad from a music store.

Classical & Contemporary Guitar, Recorder, and Ukulele students need their own instrument. Recorders and ukuleles can be purchased through Kedgley Music Centre at the time of enrolment.

Fees

For the year:

Registration Fee: \$30.00 per family

Class Fee: \$50.00 per child

Music books and instrument hire cost extra (see below).

Music Books

Book fees for beginners classes only (Year 1) are paid at the time of enrolment. Year 2+ students purchase books as and when needed through their tutor.

Instrument Hire

Instruments available for hire through the Kedgley Music School are: clarinet, bass guitar & amplifier, flute, saxophone, trumpet and violin. We do not hire out classical/contemporary guitars, keyboards, recorders, or ukuleles.

Hire Fees

- Clarinet, Flute \$70.00
- Bass guitar \$100.00
- Amp \$50.00
- Saxophone \$100.00
- Trumpet \$110.00
- Violin \$70.00

Instruments are given to students in good order. Any faults/damage are to be reported to the Kedgley Music School office immediately for assessment and repair. Repairs must not be organised or carried out by the student.

Saxophones and clarinets are provided with a reed. Students pay for any replacement thereafter. These, and violin strings, are available for purchase from the tutors.

Instruments are handed out at the first lesson and must be returned for servicing on concert night, or during the last lesson if not attending concert night.

Students re-enrolling for lessons in the same instrument may exchange their current instrument on concert night for one which has already been serviced (if we have any available). This may only be done if enrolment and hire forms have been completed, and all fees paid in full, one week prior to the concert night. The instrument will then be kept over the summer holidays and through the next year.

Refunds

If for some reason a class is cancelled before it is due to commence, a full refund of enrolment fees will be given.

A half refund will be given if an enrolment is withdrawn no less than 5 working days before a class starts. Book and instrument hire fees will be refunded in full if the instrument hasn't been issued and used over the summer break*.

*applies to returning students only.

No refunds will be given if an enrolment is withdrawn within 5 working days of a class commencing, or once a class is underway (no exceptions).

It may be possible to transfer between classes if a place is available. \$5.00 per transfer.

For an information/enrolment pack or to enrol, please call at reception. To receive a pack by post, call 277-7043 or email kedgleymusic@xtra.co.nz

#KedgleyEagles

