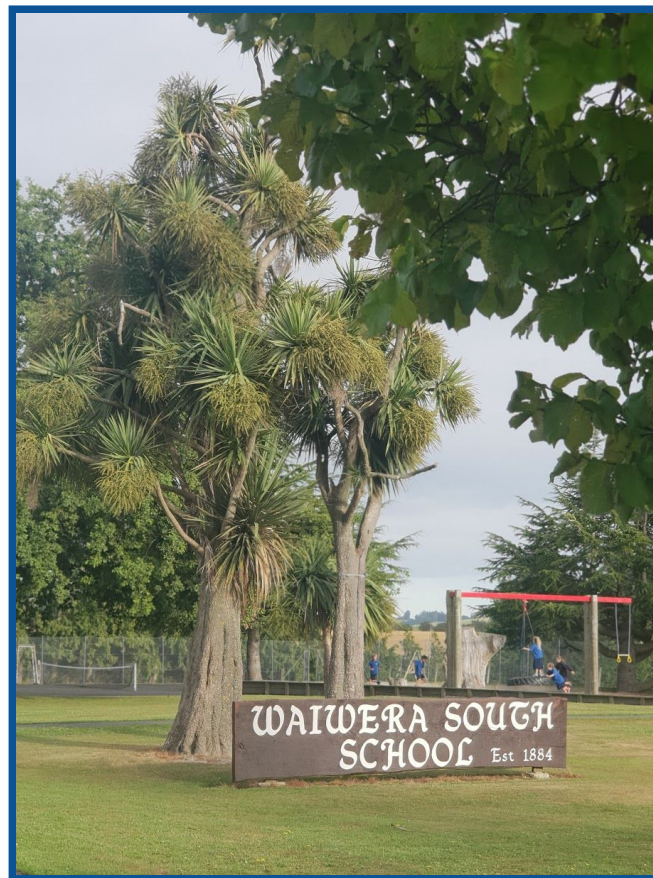




# Waiwera South School



*Tautē*  
*Nurture*

*Whakamanawa*  
*Inspire*

*Whanake*  
*Grow*

16 May Street, RD 2, Clinton 9584  
(03) 4157973 [office@waiwerasouth.school.nz](mailto:office@waiwerasouth.school.nz)

[www.waiwerasouth.school.nz](http://www.waiwerasouth.school.nz)

# Welcome to our school

I extend a warm welcome to all prospective students and their families to our school. Waiwera South School is a small, vibrant school that is committed to providing a high quality education for all of our students.

Our learning environments are welcoming, exciting and safe, and our values of honesty, respect, responsibility and ora are evident every day. We are a future focused school, preparing our students for the 21st Century and beyond, providing rich and individual opportunities for our motivated and engaged students. We want to ensure our students have the best opportunities to develop to their full potential, becoming learners for life.

The emphasis at Waiwera South Primary School is on the individual, building their skills and self-esteem so that they will be empowered to take responsibility for their own learning. We are well served by a highly dedicated, committed and talented staff.

Our school's resourcing is boosted both inside and out by the extra work done by the Board of Trustees and the Parents Plus group. The strong home, school, community connection is something we are proud of at Waiwera South School, we believe that by working together we are ensuring that we are doing the very best for every one of our students.

Thank you for taking the time to consider our school and we look forward to welcoming you into our community.

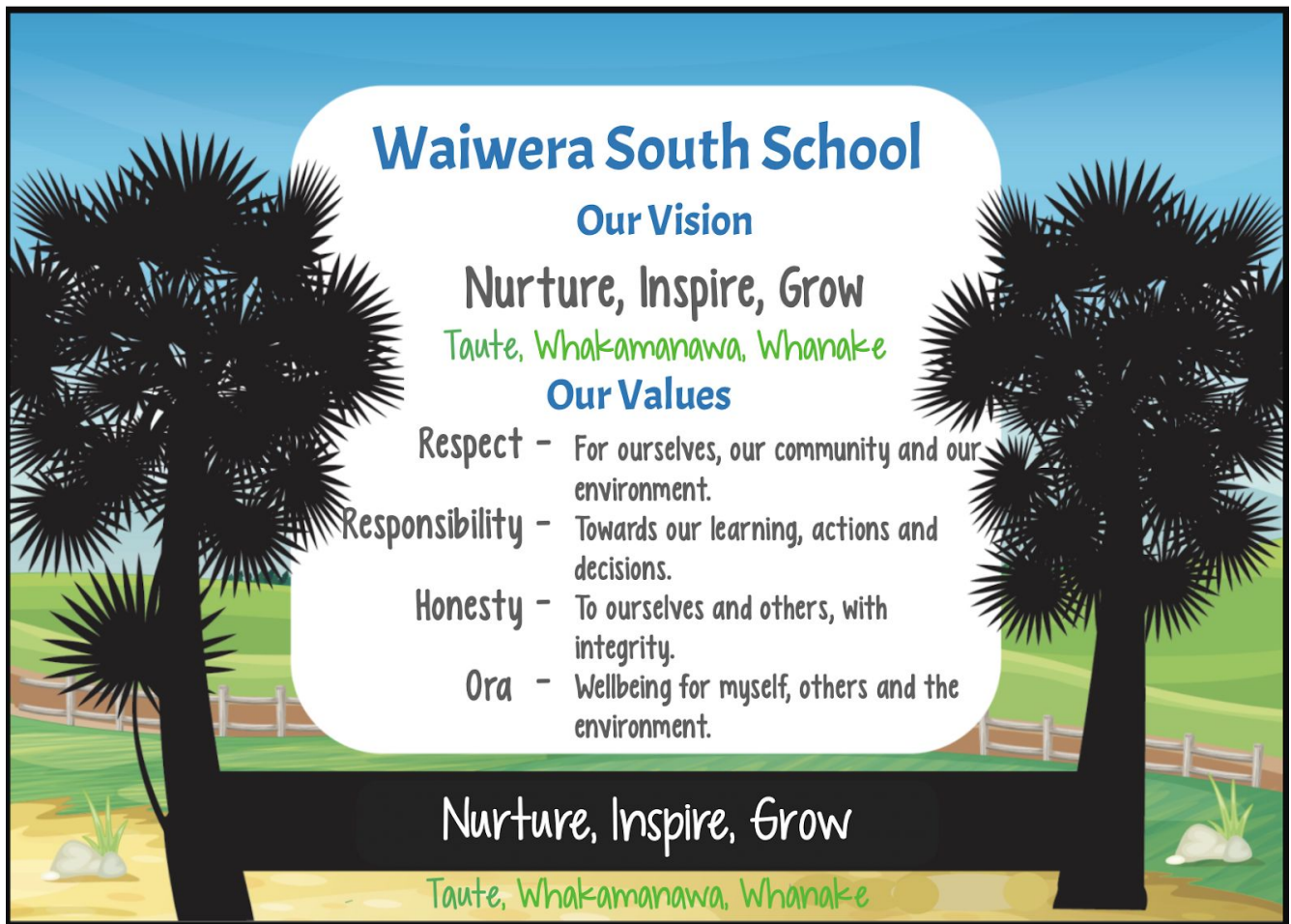
Kaz Bissett  
Principal



# About Us

Waiwera South School is a U1 full primary school with a roll of approximately 40 students, it serves Waiwera South and the surrounding rural area. We have well maintained buildings and extensive grounds that provide a safe but stimulating and attractive learning environment for our students.

Waiwera South School has a wonderful family feel, where students of all ages interact and value each other. Our positive image is founded on exciting, meaningful learning and teaching programmes which cater for the needs of all pupils.





# Our People

## STAFF:

We are a dedicated staff committed to ensuring our students achieve their highest ability in all areas.

Our staff is made up of the following people -

- **Principal**                      **Mrs Kaz Bissett**
- **Senior Room**                **Mrs Kaz Bissett**
- **Middle Room**               **Miss Lauren Chapman**
- **Junior Room**                **Mrs Leanne Cleghorn**
- **Support Staff**
  - **Secretary**                      **Nicola Forde**
  - **Pool Attendant**               **Janelle Richardson / Dean Richardson**
  - **Groundsperson**               **Janelle Richardson**
  - **Cleaner**                        **Crest Cleaning**

## BOARD OF TRUSTEES:

Every three years, our community elects a Board of Trustees to govern our school. Our current Board comprises five elected parent representatives, the Principal and a staff representative. Board of Trustees meetings are held monthly and advertised in the school Newsletter. All members of the school community are welcome to attend these meetings.

**Chairperson:**                      **Craig Whiteside**  
**Elected members:**           **Darrell Wendelgelst**  
   **Ken Campbell**  
   **Sandra Campbell**  
   **Larney Miller**  
**Staff Representative:** **Lauren Chapman**  
**Principal:**                        **Kaz Bissett**



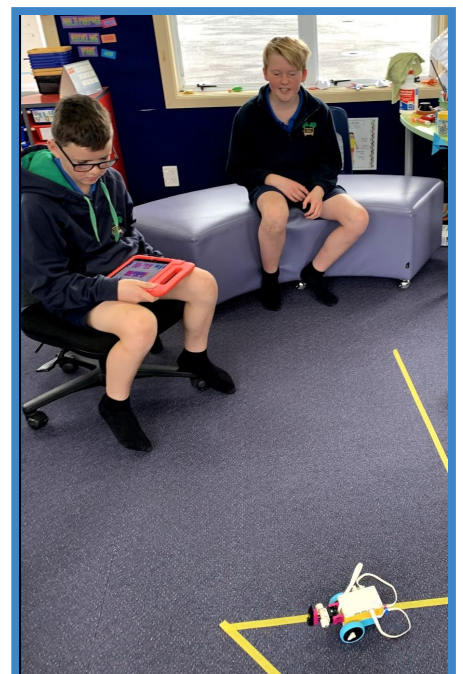


## INNOVATIVE LEARNING ENVIRONMENTS:

At Waiwera South School, our students learn in Innovative Learning Environments. This is the complete physical, social and pedagogical context in which learning is intended to occur. It is an environment that is capable of evolving and adapting as educational practices evolve and change - thus remaining future focused. At our school, Innovative Learning Environments are used in the following ways:

- students in the Middle and Senior Rooms have gmail accounts which allows them access to an online google drive where they complete and keep their work.
- the students choose where they want to work and who with.
- we are well resourced with every student in our school able to be one to one with a device when required. This is supported by the bring your own device (BYOD) option we have for Chromebooks here at Waiwera South
- students use technology with their learning at home and school.
- students have choice in their learning.
- students have a variety of devices they can use in their learning.
- students still do written work.
- Hapara dashboard is used in the Middle and Senior rooms for the teachers to manage student's work in their drives.
- student collaborate, reflect and give each other feedback.
- staff are on board, using google drives and google sites for their own work and their class work (planning etc).
- staff teach lessons through the Apple TVs using devices.
- we reflect with our learners constantly about our Innovative Learning Environments.

Innovative Learning Environments are forever changing and we keep up-to-date with this.



## DIFFERENTIATED LEARNING:

We provide programmes for children identified with individual learning needs. These programmes can be in relation to social, academic acceleration or extension, sporting or other identified needs. Individual Education Plans are written in partnership with the student, teachers and parents. Our classroom planning is tailored to the children.

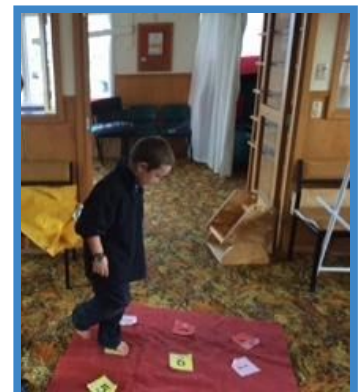
## SPORTS ACTIVATOR:

We are involved in the South West Otago Sports Activator Programme. This programme sees an Activator come into school three times a term to take the students for a session in different sports, with an overall aim of increasing participation in sport. Teachers work alongside the Activator while these sessions are carried out. In term four Waiwera South participates in the South West Otago Sports Extravaganza. This is a celebration with all the other schools that participate in the programme.



## PERCEPTUAL MOTOR PROGRAMME:

PMP is a programme that is run in the Junior Room for part of the year. It aims to develop the child's perceptions and understandings of himself or herself in relation to her/his world, through movement/motor experiences. Its aim is to develop perceptions of height and space, the pattern and order of the child's natural world, the laws and limitations that govern the human body. Above all it aims to give the child confidence to manipulate him/herself in their world to suit her or his own best interests. PMP is seen as part of the programme of total experiences. It is not a physical education programme alone, or music, or fitness, or dance, or gymnastics. It is a programme that uses facets of all of the above in order to develop children's perceptions. The perceptions and judgments that are formed over time help determine how children react to their environment, to others, and to new ideas. Parents work on a volunteer basis to help out with the implementation of this programme. Four year olds are welcome to join in PMP sessions. Please contact the Junior Room teacher for session times.





## SOME ACTIVITIES WE TAKE PART IN

Athletic Sports

South Otago Swimming Champs

Cross Country

Quadrathon

Hockey

Basketball

Netball

Rugby

Touch

Golf

Rippa Rugby/Hockey/Football/Cricket/Golf Tournaments

Speech Competitions

Pet Day

Music Festival

Mathletics

Hui Ako

Second Language Teaching

Triathlon

Activator/Extravaganza

## EDUCATION OUTSIDE THE CLASSROOM:

Senior Room Camp

Middle Room Overnight Stay

Year 8 National Young Leaders Day

Year 7 & 8 Girls Self Defence Project Aotearoa

Beach Education

Gardening Club

Curriculum driven visits/trips

EnviroSchools





# Information in Alphabetical Order

## **ABSENCES:**

If your child is absent from school, please either phone the office or text your child's teacher before 9.00 on the morning of the absence to notify us that your child will be away. The school will contact you if we have not heard anything by 9.30 am.

## **ACCIDENTS:**

Although every reasonable precaution is taken, accidents do happen. Minor injuries receive first aid from the teacher on duty. In all cases of head injury, suspected bone injury, bad cuts etc, the parent is notified immediately for the necessary medical attention to be sought. You are asked to ensure that the school is provided with an alternative emergency contact number in the event that a parent cannot be contacted.

## **ACTIVITIES FEE:**

The school requests a school activities fee to cover the incidental costs that occur throughout the year. The donation is set annually by the Board of Trustees.

## **APPOINTMENTS:**

Please endeavor to make all appointments outside of school hours. Children are legally required to be at school from 9am to 3pm every day.

## **BELL TIMES:**

<b>9.00am</b>	School commences
<b>10.40 – 11.00 am</b>	Interval
<b>12.30 – 1.30 pm</b>	Lunch
<b>3.00 pm</b>	School ends

## **BOARD OF TRUSTEES:**

The Board of Trustees (BOT) consists of the Principal, Staff Representative and five parents who are elected every three years to share the management of the school. The work of the Board of Trustees includes policy making and handling of finance.

The Board meets at the school at least once each month as advertised in the Newsletters. These meetings are open to the public.

## **BUILDINGS AND GROUNDS:**

The principal may grant the use of the school buildings outside school hours for such purposes as have been approved by the Board of Trustees. This may also apply for the use of the tennis courts, playground and swimming pool. It is the responsibility of those using these facilities to ensure that adequate supervision is provided for the safety of school property, and all persons present, and that no offence to the public is likely to be caused.

### BUSES:

Pupils living further than 3.2 kms from school are eligible for transport to and from school each day. The bus run services the areas surrounding Waiwera South including Clifton, Waiwera Gorge and the Taumata area. If you have any concerns about transport to and from school, please contact the Principal. Please have your child ready at the bus stop on time. A bus timetable will come out at the beginning of the year or is available from the office on request. The bus service and Technology bus run are both run by Valley Coachlines. **Please contact the bus driver if your child is not going to be on the bus in the morning.**

### COMPLAINTS:

All complaints should be made to the person concerned in the first instance. If there is no satisfaction, the Principal should be contacted. A complaints policy is available on request from the school office.

### CONTACT INFORMATION:

Phone: 03 415 7973  
Emails: [office@waiwerasouth.school.nz](mailto:office@waiwerasouth.school.nz)  
[principal@waiwerasouth.school.nz](mailto:principal@waiwerasouth.school.nz)  
[lauren@waiwerasouth.school.nz](mailto:lauren@waiwerasouth.school.nz)  
[leanne@waiwerasouth.school.nz](mailto:leanne@waiwerasouth.school.nz)  
  
Website: [www.waiwerasouth.school.nz](http://www.waiwerasouth.school.nz)  
  
Facebook: Waiwera South Primary School

### DENTAL CLINIC:

The school Dental Therapist caters for children through the Community Oral Health Clinic at Rosebank School in Balclutha. You will be informed of an appointment, but should anyone need services out of these times, they can be contacted directly at the Rosebank Clinic - Phone **418 3366 or 027 284 9706**. It is the responsibility of the parents to provide transport to and from the Clinic.

### EMERGENCY CLOSING/LATE STARTS:

In the event of flooding, snow or other occurrence necessitating the closure/late start of the school, you will be notified by telephone. A Board of Trustees member is responsible for notifying specified school families of such decisions.

### ENROLMENT:

Children may be enrolled at school at the age of five, and must legally be enrolled by the time they are six. When you enrol your child, you need to provide a variety of details and produce an Immunisation Record and Birth Certificate, or Passport & Visa.

### FUND RAISING:

Projects to raise funds to buy equipment, books and resources are carried out, usually by the Parents Plus group. This money raised directly helps your child's education.

The school calf scheme is a major fundraiser for Waiwera South, the school buys a number of calves which are grazed on various properties. Profits from the sale of these cattle are used for a variety of school activities, and other projects as decided by the Board of Trustees.

On some occasions individual classes may fundraise for a specific event, eg. camp.

### HOMEWORK:

Every child in the school will at times have some form of homework to consolidate what has been taught and to teach time management skills for further education. This homework includes activities such as reading and maths consolidation.

These points may assist parents:-

- Provide some quiet place for the child to work
- Help them make a plan.
- Keep distractions to a minimum.
- Make sure they do their own work.
- Be a motivator and monitor.

### HEALTH NURSE:

The Health Nurse visits the school regularly and checks on any concerns that either the school or home has. The Health Nurse can be contacted on 419 0465 / 027 665 3558.

### LIBRARY:

The Library is available to all members of the wider community.

### LUNCHES:

All children who have lunch at school are under the direct supervision of a duty teacher. In fine weather, lunch is eaten outside, but in cold or wet weather, lunch is eaten in the classroom.

We encourage healthy lunch options and reusable packaging. No sweets, lollies or chocolates in lunches please and only water in drink bottles.

A pie warmer is provided, and is in use throughout the year for the heating of lunches. Please ensure that these lunches are sent to school **DEFROSTED (if necessary), adequately wrapped in tinfoil and clearly named**. Every second Friday there is a lunch available from school for a small cost. Details about this will be in the newsletter prior to lunch orders.



### MONEY AND VALUABLES:

If children are to bring money to school, for any reason, please send money in a sealed envelope

- with the name of the child and the teacher concerned
- the reasons for the money being sent

Unless valuables are placed in a teacher's care, we accept no responsibility for them. These include articles such as watches, expensive toys, etc. Cellphones are not to be brought to school unless by prior arrangement with the teacher.

### NEWSLETTERS:

A District Newsletter is sent out once a fortnight on a **Wednesday** with the Rural Mail contractor. It can also be found on our website. Newsletters contain important school information and notification of school events.

### OUTDOOR EDUCATION:

Both the Senior and the Middle Rooms have an annual camp. These camps vary in their location, they rely on parent help and some donations to help keep the cost as low as possible. The camps are structured to give the children exposure to situations and experiences they may not otherwise have.

### PARENTS PLUS:

Parents Plus is a group that meets a few times a term, it is comprised of parents and staff who work towards fundraising for the school and providing those 'extras'. Parents Plus also organise and provide bi-weekly (Fridays) hot lunches for students. There is a small charge for this, order forms and rosters appear in the newsletter.

### PRE-SCHOOL VISITS:

At Waiwera South we believe it is important that new entrants are familiar with the school surroundings before they begin. We will make arrangements with you for your child to visit the school and spend time with the class prior to his/her 5th birthday. Group Pre-School transition sessions are held throughout the term when required and are open to all 3 and 4 year olds in the district. Session dates are advertised in the newsletter

### REPORTING TO PARENTS:

We encourage parents to be in regular contact regarding their child/ren's learning. We will report twice a year via a written report and have at least two options for formal face to face interviews - these may be run as goal setting or student led conferences.

### SCHOOL ASSEMBLIES:

Assembly is held in the church and is run by children from the Senior Room. Information regarding dates and times is in the Newsletter. Assemblies are usually held on Fridays at 2.30pm.

### **SICKNESS:**

When a child becomes ill at school, school will contact the parent/caregiver to take the child home, or we will use our emergency contact phone numbers.

### **SIGN IN/SIGN OUT SHEET:**

If you are dropping off your child late or collecting your child during school time for any reason, please ensure you fill this sheet in at the office. This is a health and safety requirement so staff know where students are at all times in case of an emergency.

You are encouraged to make any appointments for students outside of school time where possible as students are required to be at school from 9am-3pm every day.

### **SUNHATS:**

- Waiwera South is a SunSmart School and has a compulsory sunhat policy.
- School Bucket hats are available from the school office
- During Terms One and Four, sun hats must be worn by children and staff when outside.
- School hats are available for purchase at the school office.

### **SWIMMING:**

The School has a covered (non-heated) swimming pool which is used during Terms 1 & 4. Children must bring their swimming gear daily. Lessons are provided in Term 1.

Out of school hours the pool is available for use by members of the district. Families may purchase a key from the school at a cost set annually by the Board of Trustees.

The Board reserves the right to refuse individuals permission to use the complex if behaviour is beyond an acceptable standard. Please refer to the Pool Rules posted in the complex.

### **TECHNOLOGY:**

Year 7 and 8 students attend Technology on alternate Thursdays for the whole day at the South Otago High School Technology Centre. The students are transported to SOHS by bus. A charge is made to parents for the consumable part of the Technology Fee.

### **TRIPS:**

From time to time children will be taken on class or school trips.

Parents may be asked to help by:

- providing transport
- helping to supervise a group of children
- paying any fees necessary

## UNIFORM:

School uniforms are compulsory for all students. All items must be clearly labelled. We have a range of uniforms on hand at school, what we don't have can be ordered, and has a good turn around time from the monogrammer.

- Navy cargo shorts – available from The Warehouse website
- Waiwera South tartan culottes – available from The Warehouse website
- Navy track pants (no logos)
- Short sleeve monogrammed royal blue polo shirt – from the school office
- Monogrammed navy polar fleece sweatshirt, or hoodie - from the school office
- Black/navy tights or white/navy socks
- Black shoes/sandals or gym shoes
- Monogrammed school sunhat - from the school office
- Sports uniform polo top - from the school office

Uniform can be purchase from The Warehouse or purchased online at

<https://www.thewarehouse.co.nz/c/schools/waiwera-south-school>



## VISITORS TO THE SCHOOL:

We welcome visitors to the school. Please sign the Visitors' Book in the school foyer and make yourself known to the office on arrival.

## VISION & HEARING CHECKS:

These are carried out throughout your child's schooling by Public Health South. If you have any concerns about your child's vision or hearing, contact your doctor

## WAIWERA WEE ONES:

This is a local group of parents with young children that meet two weekly on Friday or Monday mornings, 9.30 – 11.30 am, for early learning activities and social interaction. Please contact

Amy Bielski - 027 2498 322 or Larney Miller - 027 2766 955 for further information.



## WORKING BEES:

Sometimes parent help will be asked for in order to do some of the work around the school. A Board of Trustees member will ring to advise you of any up and coming working bees.



# **WAIWERA SOUTH SCHOOL BOARD OF TRUSTEES**

## **Rules of the Swimming Pool**

1. The use of the swimming pool during school hours is not permitted by the general public.
2. Children under the age of 15 years must be accompanied by an adult of 18 years.
3. **NO** jumping, running or diving in or around the pool area.
4. Alcohol is strictly forbidden.
5. Sticks, stones, dirt or other dangerous objects must not be thrown into the pool.
6. Animals are prohibited from the pool building.
7. Persons responsible for the key must ensure that the doors of the pool and toilet area are securely fastened and locked after the last person leaves.
8. Any breach of any one of these rules means the key will be recalled from those offenders for the remainder of the season after one written warning.
9. Any difficulty in applying the principle of Rule 8, the Board of Trustees will be forced to change the lock to the pool, and new keys will be distributed at cost. This would mean that every householder would then have to face the additional cost of a new key.
10. Anyone wishing to purchase a key please contact the school.

**Thank you for your cooperation**



Taute, Whakamanawa, Whanake