

*The Freedom to Soar  
Tukuna kia rere*

# MAUNU SCHOOL BOOKLET

A GUIDE TO  
OUR SCHOOL

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## 2026

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# WELCOME TO MAUNU SCHOOL

We're delighted to have you join our community, and look forward to getting to know your family during your time here. This guide is your essential handbook to everything you need to know about joining our school. From enrolment and uniforms to curriculum and extracurriculars, we've compiled all the key information to help you and your child settle in smoothly and start your Maunu journey with confidence.

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## OUR SHARED VALUES

### Ngā huia rau e rima – Five Feather Values



#### **HEI WHAKANUI – RESPECT**

- Caring about ourselves, others and the environment
- Respects and values diversity
- Shows compassion and empathy



#### **TAKOHANGA – RESPONSIBILITY**

- Others can depend on you
- Manages self with purpose
- Is resilient when facing change and challenge



#### **KIA TUPONO – INTEGRITY**

- Doing the right thing even when no one is looking
- Is honest and reliable
- Is fair



#### **WHAKAARO PAI - EXCELLENCE**

- Caring about ourselves, others and the environment.
- Respects and values diversity
- Shows compassion and empathy



#### **KIA TIRO TIRO - CURIOSITY**

- Interested in the world around you
- Is curious about the world
- Uses inquiry to explore and solve problems

## OUR VISION

***“The Freedom to Soar”***

## OUR MISSION

***Be the Difference, Together we will make a Difference”***

## OUR PRINCIPAL



It is a privilege and honour to be the tumuaki of Maunu School. I have been at Maunu School for the last 13 years, first as a Deputy Principal and then as Principal from 2023.

We value the strong relationships we have between our school and wider community. We welcome whanau to work closely alongside us to provide opportunities for all our tamariki.

We are proud of our kura, we have attractive and spacious grounds, set in a semi-rural environment. The school is very well resourced and employs high quality and dedicated staff in all areas – teaching, administration, grounds and support.

Our vision, ***Tukuna kia rere, the freedom to soar***, really describes our desired ‘Year Six Leaver Profile’ for each student who transitions from Maunu School. Our students are encouraged to accept responsibility and develop knowledge, skills and attitudes which lead to lifelong learning.

Maunu has high expectations of every student in all areas of school life and advances a culture of excellence, inclusion and service in all endeavours. We strive to provide a wide range of challenges and experiences for all our students, aimed at developing active citizens who are prepared for their future and have a sense of service and community

Our Five Feather Values underpin all that we do and give our students every opportunity to be their best. They will leave us as confident, connected and capable students ready to soar in whichever pathway they choose.

We welcome you to the Maunu School community and look forward to sharing our special place with you.

**Claire Turton, Principal**

# OUR SCHOOL COMMUNITY



<b>Claire Turton</b>	<b>Principal</b>
<b>Diana Hesketh</b>	Dep Principal
<b>Courtney de Boer</b>	Dep Principal / SENCO
<b>Anne Parr</b>	Learning Support Co-ordinator

## TRANSITION TO SCHOOL SYNDICATE

<b>Jenny Canty</b>	<b>Teacher &amp; Team Leader</b>	<b>Room 3</b>
<b>Sandi King</b>	Teacher	Room 4
<b>Debbie Harrison</b>	Release Teacher Transition to School	

## JUNIOR SYNDICATE (YEAR 2 & 3)

<b>Nadine Nicholas</b>	<b>Team Leader Teacher</b>	<b>Room 6</b>
<b>Sharon Stainton</b>	Teacher	Room 5
<b>Clasina Botha</b>	Teacher	Room 7
<b>Alana Fromont</b>	Teacher	Room 17
<b>Megan Rodgers</b>	Teacher	Room 18
<b>Carol Tipton</b>	Release Teacher Junior Syndicate	

## SENIOR SYNDICATE

<b>Cassandra Reyburn</b>	<b>Senior Team Leader</b>	<b>Room 16</b>
Olivia Huys	Teacher	Room 9
Emer Quinn	Teacher	Room 10
Jo Dawson	Teacher	Room 12
Kendra Bradley	Teacher	Room 14
Andi Watts	Teacher	Room 15
Mel Bell	Release Teacher Senior Syndicate	Room 10/17
Nicola Groves	Release Teacher Senior Syndicate	Room 12/15
Katie Bassett-Allen	Release Teacher Senior Syndicate	Room 9/14/16

## OFFICE ADMINISTRATION & SUPPORT STAFF

Sue Bowerbank	Office Administrator (Mon - Fri)
Carolyn Boyce-Bacon	Office Administrator (Thu – Fri)
Chantel Struwig	Office Assistant (Mon – Wed)
Kristy Williams	Office Assistant (Maternity Leave)
Lynne Adam	Librarian / Teacher Aide
Shona Anderson	Teacher Aide
Becky Anson	Teacher Aide
Edith Mataira	Teacher Aide
Emma Butler	Teacher Aide
Laura Mouat	Teacher Aide
Adrian Lamb	Caretaker

## LITERACY TEAM

Claire Turton	<b>Principal (Curriculum Lead)</b>
Courtney de Boer	Deputy Principal (Curriculum Lead)
Kendra Bradley	Across School Teacher Kāhui Ako 2
Andrea Watts	Within School Teacher / Senior Syndicate Lead
Nadine Nicholas	Literacy Resourcing
Jenny Canty	BSLA Literacy Lead Teacher

## **NUMERACY TEAM**

Claire Turton	Principal (Curriculum Lead)
Diana Hesketh	Deputy Principal (Curriculum Lead)
Emer Quinn	Senior Syndicate Curriculum Lead for Maths
Megan Rodgers	Junior Syndicate Curriculum Lead for Maths

## **CULTURAL RESPONSIVE TEAM**

Claire Turton	Principal (Curriculum Lead)
Courtney de Boer	Deputy Principal (Curriculum Lead)
Diana Hesketh	Deputy Principal / Kapa Haka Teina & Tuakana
Cassandra Reyburn	Within School Teacher / Curriculum Lead

## **WELLBEING TEAM**

<b>Claire Turton</b>	<b>Principal (Curriculum Lead)</b>
<b>Courtney de Boer</b>	Deputy Principal (Curriculum Lead)
<b>Diana Hesketh</b>	Deputy Principal (Curriculum Lead)
<b>Kendra Bradley</b>	Valuables Wellbeing / AST Teacher
<b>Andrea Watts</b>	Within School Teacher
<b>Cassandra Reyburn</b>	Within School Teacher

## **BOARD OF TRUSTEES MEMBERS**

<b>Susan Edmunds</b>	<b>Presiding Member</b>
<b>Karen Bell</b>	Treasurer
<b>Claire Turton</b>	School Principal
<b>Cassandra Reyburn</b>	Staff Representative
<b>Angela Wong</b>	Parent Representative
<b>Andy Thornton</b>	Parent Representative
<b>Calvin de Boer</b>	Parent Representative
<b>Carolyn Boyce-Bacon</b>	Secretary

## **BOARD OF TRUSTEES**

The BOT is responsible for the Governance of the school. There are 5 elected parent trustees, 1 staff representative, and the Principal.

The Board of Trustee elections are held every 3 years, the next election is 2025.

Meetings are held on the third Wednesday of each month at 6.30 pm in the staffroom. These meetings are open meetings, anyone can attend these meetings as observers.

The BOT and the school (through the Principal) are committed to a consultative approach with all parents and the community. We are receptive to any input that you, as caregivers, may give with regard to the education and welfare of your children specifically, and about school life generally.

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# **AN A-Z OF OUR SCHOOL**

## **ABSENTEES**

Every child is required by law to be at school every day that the school is open, except for when that child has a genuine illness. Parents are advised to plan their holidays around the gazetted Primary School holidays.

### **ABSENCE FROM SCHOOL NOTIFICATION**

To ensure the safety of children, we have a daily check system. If your child is going to be absent or late please either:

- Use the Maunu School App (Skoolloop) to notify us of your child's absence.  
or
- Please ring the school before 8.50 am (phone 438 8060, dial 1) to leave a message on the absence line.

The office is attended from 8.00 am to 3.30 pm daily.

It is an MOE requirement that parents **inform the school of the reason for a child's absence** by way of a note or phone call as soon as possible.

These recorded absences are then checked against actual absences and if **parents/caregivers have not phoned in, every endeavour will be made to contact you.**

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## **AFTER SCHOOL CARE - MAUNU EDUCARE**

Looking for After-School Care? Maunu Educare independently runs an after school care programme based at the Maunu School Hall, Monday to Friday from 3:00 PM to 5:30PM. The children can enjoy supervised activities and afternoon tea will be given. Educare is OSCAR-approved, helping some families with the cost. Please contact Maunu Educare to see if you may qualify.

For more information visit [www.schoolholidayprogrammes.co.nz](http://www.schoolholidayprogrammes.co.nz)

## APPS

Stay connected! We use The Skool Loop App and Seesaw for seamless communication with families, providing updates, announcements, and student progress directly to your devices.

### SKOOLLOOP

Download this App to report absences; receive notices and Newsletters on your Smartphone.



### SEESAW

Seesaw is a user-friendly platform that lets teachers and students easily record and share their classroom experiences, plus Teachers use Seesaw to keep you updated with important messages and reminders.



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## ASSEMBLIES

Full School Assemblies are held every second Friday at 2pm and provide a fantastic opportunity for students to showcase their talents and achievements. During these gatherings, students have the chance to present their work, while teachers recognize individual accomplishments by handing out class awards. It's a great way to celebrate success and foster a sense of community within the school. All family & whanau are welcome to attend.



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## BELLS

The school day starts at **8.55am** and all children are expected to be at school at least 15 minutes prior to this to get settled for a good start to the day.

At Maunu School we run the Play, Eat, Learn Programme. Our timetable is as follows:

<b>SCHOOL STARTS</b>	<b>8.55am</b>
<b>Learning Block 1</b>	8.55 – 10.40am
Morning Tea Play	10.40 – 11.10am
Morning Tea Eating - Feed & Read	11.10 – 11.25am
<b>Learning Block 2</b>	<b>11.25 – 12.50</b>
Lunch Play	12.50 – 1.30pm
Lunch Eating – Feed & Read	1.30 – 1.40pm
<b>Learning Block 3</b>	<b>1.40 – 2.55pm</b>
<b>SCHOOL FINISHES</b>	<b>2.55pm</b>

## BOOK CLUB

We operate the Scholastic Book Club once per term: This gives families an opportunity to buy selected children's books at competitive prices with a percentage of sales going to the school, which helps keep our library well stocked.

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## BIKES & SCOOTERS

Bikes may be ridden to school, but children under Year 4 are discouraged from doing so unless accompanied by an adult, due to the dangerous nature of Maunu & Austin Road. It is advisable to padlock all bikes, even when they are in the school playground.

**Children must wear helmets at School.**



## BREAKFAST CLUB

We are pleased to announce that Maunu School has a free Breakfast Club. The programme is a partnership between the Ministry of Social Development, Sanitarium and Fonterra.

Breakfast clubs provide an engaging environment that encourages students to develop social skills, take on extra responsibility and grow academically while enjoying a healthy breakfast.

**Our Kickstart Breakfast Club runs each day from the School Hall Kitchen between 8.20am - 8.50am.**

If you would like to support our Breakfast Club, either as a sponsor or to volunteer your time we are currently looking for local community heroes to help. The role of the volunteer is very important in the successful running of our Breakfast Club each morning and provides an opportunity to help make sure each tamariki and rangatahi gets a positive start to their day!

If you are keen to support our school Breakfast Club, we'd love to hear from you. Please email [claire@maunu.school.nz](mailto:claire@maunu.school.nz) For more info about the programme visit [www.kickstartbreakfast.co.nz](http://www.kickstartbreakfast.co.nz)

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## **BUSES**

Although few children are legally entitled to travel to school by bus, (i.e. live more than 3.2 km from the school), currently there is room on the school bus to allow all children on the route to be carried to school.

Children travelling on the buses are under the control of the driver, and they are expected to remain seated throughout the journey and to behave in a sensible manner.

The school reserves the right to exclude any child from travelling on the bus should their poor behaviour warrant such action, or, if numbers of children who live within the entitlement rise to fill the bus.

Please notify the school if you would like your child to travel by bus and we will add them to the Bus list.

### **BUS ROUTES:**

These routes and times are approximate as it all depends on the number of stops.

### **AFTERNOON BUS FOR ALL MAUNU SCHOOL CHILDREN (1290)**

**From School:** Children are to wait at the front gate beside the pool. If your Child is traveling by bus that day the Duty Teacher will check them off on the bus list. If your Child misses the bus they will need to go to the School Office and we will call you to organise pick up.

Bus leaves school at 3.10pm and turns left along State Highway 14. It then turns left onto Cemetery Road and continues down turning around at the Treatment Timber plant and heads towards Hawken Road.

It then continues to stop at:

- Golf Harbour Drive
- Millington Road
- Te Hape Road

**The driver will not let children cross the road, so they will need to stay on the bus and do the loop.**

### **ROUTE 1 MORNING (1102)**

Departs bottom of Cemetery Rd at 7.55am and travels up Cemetery Rd picking up children onto Maunu School.

## **ROUTE 2 MORNING (1290)**

Leaves Hawken Rd at 8.05am and travels via State H/way 14 to Maunu School.

**N.B.** The way the routes are designed ensures there is no need for children to cross any road at all. **A bus roll call is taken at the start of the pm run only.** All enquiries to our bus controller, Deputy Principal, Ms. Hesketh or phone the school office.

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## **CAR PARKING / PICK UPS & DROP OFFS**

Car parking is a real concern with the huge numbers of children being driven to school. When parking their cars outside the school gates parents are asked to be careful. Angle parking is REQUIRED in Austin Road. When departing, please back out and drive down the road and make your turn using the ROUNDABOUT.

**Children must be accompanied to and from vehicles - Please do not encourage or beckon your child to cross roads alone.**

**NOTE: Parking on the opposite side of Austin Road is discouraged, but we understand at times you may need to park there. Please ensure you walk your child across the road.**

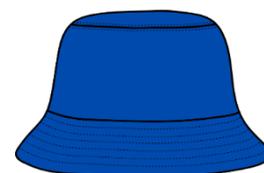
Parents parking cars in the BUS BAY on the main road are asked to leave ample room for the bus and don't park in the bus stop area as marked.

For safety reasons parents are asked to make sure **children don't walk through the hall/staff area of the hall car park but to walk around the edge to avoid traffic.**

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## **CLOTHING**

At Maunu School we don't have a uniform but we do have a school hat that is a must-have for sun safety. We also offer optional house tee-shirts for those fun school events! All items are available for purchase via MyKindo and collected from the School Office.



### **SUN HATS**

All children will need to purchase a Maunu School wide brimmed hat. If a child loses their hat, they will need to purchase a replacement school hat. Hats cost \$17.

This is a compulsory school hat and the only option available. Students are welcome to wear them to and from school. **The NO hat NO play rule applies and if a hat is forgotten they must go to the designated shaded area.**

### **FANTAIL HOUSE COLOUR TEE SHIRTS**

These are optional, Red (Rata), Blue (Tawa), Green (Kauri) Yellow (Kowhai) tee shirts are available if children want to wear these to school or on special sports days where we promote house team competition. Tee's cost \$14.50.



## DONATIONS



In order to maintain the high standard of education currently provided by Maunu School, parents are asked to make a contribution in the form of an annual, tax-deductible donation to the school. This covers basic equipment and supplies.

Maunu School is now using **myKindo** for school payments, All donations are appreciated and make a huge difference to the way we can resource the school.

The donation for the year has been set at **\$130 per child** with the 3<sup>rd</sup> child set at \$55 per year. Should you enrol your child during the school year, the fee reduces as follows:

TERM 1	TERM 2	TERM 3	TERM 4
\$130	\$97.50	\$65	\$32.50

If you have difficulty making this donation, arrangements may be made if you wish to speak in confidence with the office staff or the Principal.

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## ENROLMENTS

Maunu School has adopted a Cohort Entry for our new entrants.

Cohort entry is designed to help children settle into school more smoothly. Research shows that starting school alongside their peers aids in building relationships, contributing to a positive school entry experience.

Children can start school in cohorts after turning five, with two entry points per term: one on the first day and one at the mid-point. Cohort entry does not replace the legal requirement for children to start school at age six; parents can still choose not to enrol their child before then.

Students generally only need three visits before starting school. The visit schedule is as follows:

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Visit 1	8.45 - 10.40am	During this visit, students and their whānau are invited into the classroom for the morning block.
Visit 2	8.45 - 11.25am	Whānau will meet the school leadership team in the staffroom and connect with each other. Students stay for morning tea play and eating time.
Visit 3	8.45 - 12.50pm	Students stay for morning tea play and eating time. The last visit focuses on building independence. Whānau are encouraged to allow students to have a successful independent visit, depending on the child's readiness.

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If you have a New Entrant starting next year, Jenny Canty, our Transition to School lead, will be in touch to organise visits.

To assist with long-term roll projections, it is preferable that children are enrolled if you are living in-zone at least 12 months before they turn five.

An Enrolment Form needs completing at the school office.

**Please bring the following along when enrolling your child.**

- Your child's **birth certificate** for birth date confirmation. (You can call toll-free 0800 22 52 52 for a copy of your birth certificate.)
- **2 x Proof of home address - i.e. Rates or Tenancy agreement and Power/Water Bill**

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## ENROLMENT ZONE

### OUR SCHOOL ZONE

Maunu School's zone encompasses a large area west of Whangārei.

- Starting at Hawken Road and continuing past Millington Road, Golf Harbour Drive, Te Hape Road, Highfield Way, Pukenui Road (including Pukenui Estate).
- It then crosses over State highway 14, starting at Ngahere Drive past Puriri Park Road, Tui Crescent, Le Ruez Place, Kowhai Park Road, Pompallier Estate Drive, Austin Road, Cemetery Road all the way to the corner of Otaika Valley Road. All homes on both sides of boundary roads and any streets off them are included.

### ENROLMENTS FROM OUTSIDE THE ZONE:

Each year, the Board of Trustees determines the number of out-of-zone places available. This information, along with application details and deadlines, is published in local newspapers. Applications are prioritized as follows:

- Siblings of current students.
- Siblings of former students.
- Children of board employees.
- All other applicants.

If applications in any priority group exceed available places, a ballot will be held. Proof of sibling relationships is required for relevant applications. Contact the school for more information.

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## E-LEARNING & BYOD

Students at Maunu School use e-learning as a tool to support their learning. All students will have access to the internet and publish some of their learning on SEESAW or Google Classroom in the Senior Syndicate. We have some school devices that are shared within the syndicates.

We provide students with the opportunity to BYOD (Bring Your Own Device) to school. This allows students to have access to their device as a tool to support their learning, anytime, anyplace. Students can use their device to make strong links between home and school.

An information pack and contract go home with every child when they start and are reviewed annually.

**E-MAIL ADDRESS**

[office@maunu.school.nz](mailto:office@maunu.school.nz)

**WEBSITE**

Visit [www.maunu.school.nz](http://www.maunu.school.nz) for updates

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## HALL HIRE

We are very proud of our hall and wish to see it well used by the community. If you wish to use it, please contact the school office for hireage details.

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## HAZARDOUS GOODS / ITEMS

Please do not send along drinks or food stuffs in glass containers which are prone to break, nor allow your child to take to school any other item that could pose a threat to children's safety, such as pocket knives.

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## SICKNESS / ILLNESS

From time to time children will catch common illnesses such as Measles, Chicken Pox etc. We rely on parents to keep us informed of any of these diseases. To minimise widespread cross infection, all children should be kept at home whilst the illness is in its contagious stage.

Similarly, children who have Head Lice should be treated before returning to school, and their teacher or office informed so we can send a message to all families in the class to ask them to check and treat children to stop the spread.

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## HOMEWORK

The expectations teachers have for children's homework are dependent on the child's age and level. Children will be required to do some homework - usually such things as reading, spelling and basic facts.

Normally they will not be given work that they cannot do unaided in a maximum of 15 - 30 minutes.

Teachers will briefly outline their homework objectives for your child at the beginning of each school year. Time management, developing independence and a responsible attitude to homework tasks are key goals of school homework programmes. Please note that some teachers set daily homework, while others will set a weekly task sheet.

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## KAPA HAKA – TE AHORANGI



We have three Kapa Haka groups:

- **Potiki Kapa Haka** (Year 0 & Year 1)
- **Teina Kapa Haka** (Year 2 & Year 3)
- **Tuakana Kapa Haka** (Year 4 - 6)

The Kapa Haka groups attend festivals and perform whenever possible in our community and at school functions.

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## LIBRARY

We encourage children to use the school library as much as possible. Parents can play a supportive role in their child's reading and help reinforce skills learnt at school. Please share their Library selections with them at home.

Please **ensure that your children return all Library books to school** promptly, as they cannot get further copies out until books have been returned.

Also, to keep our losses to a minimum please make sure they do return all **reading books** issued by the teacher. (Lost books cost \$20.00 to replace). All children should have a book bag to protect books they take home.



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## LINEWIZE DIGITAL SAFETY

Our school has Linewize Licences again for 2026. Linewize is an industry leader in online safety and digital wellbeing, to monitor device activity. Linewize allows teachers to see what students are doing on their devices during the school day, ensuring their online behaviour is safe and productive.

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## LOST PROPERTY

**Please name all property.** Children are encouraged to be responsible for their belongings, even with just their initials. Named property seldom gets lost. **An "unclaimed box" is in the walkway area beside Room 10.** Unclaimed property will be donated to a local charity at the end of each term.

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## LUNCHES AT SCHOOL

Most children bring their own lunches to school, but may go home for lunch if the class room teacher is notified by a parent/caregiver. All children eat their lunch in the classroom at 1:30pm.

### LUNCH ONLINE

**Yummy, delicious, lunches delivered to school!**

Parents, Caregivers and Students can order school lunches via [www.lunchonline.co.nz](http://www.lunchonline.co.nz). Simply set up an account, make payment and place your order for delivery to School.

WEDNESDAY	THURSDAY	FRIDAY
<b>Better Bites</b> Wraps, Sandwiches, Hot Food, Slices	<b>Sushi</b> Sushi, Dumplings, Chicken & Rice	<b>Sausage Sizzle – PTA Fundraiser</b> Sausage Sizzle & Juice

### FRIDAY PTA SAUSAGE SIZZLE

We offer sausages on FRIDAY'S for lunch as a fundraising venture. Prices are: \$2.00 for Sausage & Bread. Order via [lunchonline.co.nz](http://lunchonline.co.nz) - *All proceeds go to the School PTA.*

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## MEDICATIONS

If your child requires medication for allergic reactions such as bee stings, or asthma, please let your child's teacher and office staff know. Medications can be stored in our sickbay; **please don't leave medication in children's bags.** Most other medication can be administered, provided a permission slip has been signed.

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## NUTS AT SCHOOL

Several of our students have been diagnosed as having a potentially very severe allergy to nuts. This is in fact a common problem to varying degrees in the community but, in this case, exposure to them (nuts) in any way is possibly life threatening.



**In order to address the issue, we ask that you refrain from giving your child any products containing nuts (e.g. peanut butter, nutella and some muesli-type bars) in their lunch boxes.** All foodstuffs have their ingredients identified on the packaging.

To some this may seem a strong response for a few children. However, in thinking about this issue I would ask you to put yourself in the place of the parents of the affected children or in the place of being a parent whose child inadvertently caused an (anaphylactic) life threatening reaction.

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## PARENT HELPERS

Classes often go on trips outside the school grounds to support their learning. Parents are welcome to become a "Parent Helper". Unfortunately, we cannot accommodate pre-schoolers on trips if you are designated as a "Helper", as this is often a distraction. Many parents also offer help within the class and this is welcomed. Please contact your child's teacher as to when they can utilise your help.

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## PAYMENTS TO THE SCHOOL OFFICE / MYKINDO

Maunu School is now using **myKindo**, a convenient online payment system that makes it easier for families to manage school donations and extras.

### HOW DOES KINDO WORK?

Easy Online Payments: Pay for school donations, trips, camps, tee-shirts & hats

Real-Time Updates: Stay informed about your account balance and payment history.

Convenient Automatic Payments: Set up automatic payments to ensure fees are paid on time.

### GETTING STARTED WITH MYKINDO

#### **Set up your Account:**

Scan QR code with your phone & open QR code  
or visit <https://shop.kindo.co.nz/app/login>

Use the 'Create Account' option, to set up an account. (**Simply enter the same email address the school has on file**)

#### ALREADY A MYKINDO USER?

If you have used 'Kindo' or 'ezlunch' at another school you can log in to your existing account and add Maunu School.



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## P.E. SPORT & SWIMMING

These are as much a part of our curriculum as are academic subjects, and children are expected to take part unless they have medical reasons for not doing so. Weekly

programmes incorporating skill building and teamwork development are taken in every class.

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## PLAYGROUNDS

The BOT endeavour to make all the playing areas of Maunu School as safe for children as possible. Teachers are always on duty during play times and lunch times. In the unlikely event of a more serious injury, the appropriate first aid procedures are initiated immediately. Parents are always contacted by phone at these times.



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## PTA - FRIENDS & WHĀNAU OF MAUNU

We help fund awesome resources, organize exciting events, and support our amazing teachers. We help organise fun things like our School Country Fair, Outdoor Movie Nights, Discos, and Colour Runs to fundraise for all those little extras that make a BIG difference to our Kids.

Meet other parents, build friendships, and be part of a team that's passionate about our kids' school days. We understand that life is busy, so you can choose your level of involvement. Join



in our regular meetings, or just help out at specific events that suit your schedule - no commitment required.

**Please contact the School Office if you would like to join or help in any way.**

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## REPORTING TO PARENTS

A meet the teacher evening is held in the 1<sup>st</sup> term and 3 way conferences with parent, child & teacher at the end of the 2<sup>nd</sup> term, with interviews scheduled in term 3 and 4 for children who are at risk of not achieving. A full written report is given in Terms 2 and 4.

Parents, however, are encouraged to discuss any matter concerning their child with the class teacher whenever a need arises. This parent-teacher contact is a vital part of our work. Please don't hesitate to get in touch whenever an issue arises.



Teachers are always receptive to an *after school* chat, rather than before school, when the teacher is preparing for the day's activities. However, it may be more productive for you if you were to arrange an actual time to get together to discuss your child's progress.

Please approach the class teacher in the first instance. This clears up most problems for an anxious parent. If, however, you require further information, please feel free to approach the Principal. All staff have email addresses which are available on the website and through the App.

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## SCHOOL OFFICE

Please call in at the office to sign in. This is an OSH requirement.

**Office Hours: 8.00 am to 3.30 pm (Monday to Friday).**

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## SCHOOL CLOSURES

The only days that the school will close early are on the days when parent interviews are held and sometimes on the last school day of the year.

In terms 1, 2 & 3 school always finishes at the usual 2:55 pm time. Occasionally on Sports Days, or when we have open days for parents, children may go home with their parents if the programme is running ahead of time. Children must be signed out if leaving the school early for any reason

Unlike some schools, who have shortened days when it is raining, (by reducing lunch time) we do not, as we operate a bus.

The school could close due to a Civil Defence emergency or if the Health and Safety of children was at risk. On these occasions the welfare of the children is paramount and they would either remain (or be moved to) a place of safety. The local radio station/ Maunu School App (Skoolloop) and email tree would be used to make announcements of school closure.

In the event of emergency, the child's teacher must be informed before a child is taken home.

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## SCHOOL RULES / PB4L

We are a PB4L (Positive Behaviour For Learning) School. We talk to and actively teach the students about the values and behaviours we expect to see in all areas of the school. These rubrics are on display in the walkway next to Room 10. Parents will be informed should any child continue to display inappropriate behaviour.

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## SICK BAY

This is next to the school office should you be coming in to pick up an ill or injured child. All head injuries are reported to Parent/Caregivers. The Health Nurse visits the school regularly and is very happy to check on anything you are concerned about.

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## SPORTS AND CLUBS

The school supports all the extra-curricular sporting codes that children participate in: soccer, rugby, netball, hockey, mini ball, tennis and cricket. Contact the school office for more information on sporting contacts. Like many schools, we rely on parents to help with coaching and the managing of teams. If we have the parent support and the child numbers to form a team, we will consider any sporting code.



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## STATIONERY

Back to school Stationery is ordered through OfficeMax online via [www.myschool.co.nz](http://www.myschool.co.nz) and delivered to your home before the start of school - or at the local Office Products Depot, Baigents on Commerce Street.

Information about each class requirement is sent home at the end of the year. There are basic stationery items for sale during the school year.

New Entrant stationery packs are available at the school office all year at the back to school pricing.

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## SWIMMING POOL

### **SCHOOL POOL KEYS**

The School hires pool keys at \$125.00 for the season, available from the school office.

An **ADULT** must supervise the swimmers.

The key entitles the holder's family to access the pool at any time during weekends and holidays between the hours of 10 am and 7 pm.

Sensible behaviour, and adherence to the **School Pool Rules** issued with the pool key, is expected. The Principal, or his delegate, has the right to refuse entry to any person who is behaving in an unreasonable manner.



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## TELEPHONE & MESSAGES

Whilst we are happy to pass on important telephone messages from parents to their children, we cannot guarantee that these messages will get to your child if the school office is notified after 2:15 pm.

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## USE OF SCHOOL GROUNDS

The use of the school grounds after hours and weekends is encouraged, but an adult must accompany and supervise children. If you see people using the grounds or facilities in an inappropriate or suspicious way, please feel free to call the police or principal.

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## FURTHER QUERIES

Should you have further questions about aspects of your child's schooling, please feel free to discuss these with your child's teacher in the first instance or the principal.

We hope that you as a parent/caregiver have a long and happy association with our school and that your child enjoys all aspects of Maunu School life. One in which they can grow academically, physically and socially so that they are given the sound educational base that they deserve.