



WAIMATE HIGH SCHOOL

WELCOME INFORMATION

2024

Principal's Welcome

A very warm welcome to our meet and greet evening. This booklet will provide you with some basic information that will give you an overview of our school. We want your child's school experience to be a positive and rewarding one and we will do whatever we can to work alongside you and your child. If you ever have any questions or issues then please get in touch with either your child's teacher or me directly.

At our school, your child will be known and valued as an individual. Our staff will work with you to understand your child's specific needs, strengths and aspirations. This will allow us to offer your child flexible educational opportunities and challenges that will better assist their learning and development as they strive to walk their own pathway to success. Our broad and rich curriculum allows us to cater for your child's needs and interests, no matter how they change over the years.

We know how important it is that your child finds their purpose in life. We will strive to help equip your child with the skills and attributes they need to enable them to lead fulfilling lives whilst making positive contributions to their communities.

Enjoy your evening,

Jo

Contents

- Key roles and contact details
- Key dates for 2024
- Expected Behaviour and Values
- Restorative practices
- Fortnightly reporting
- Attendance expectations
- KAMAR Portal
- Cell phone free policy
- Background History of our School Houses
- Further information

Staff, Key Roles and Contact Details:

Staff Member	Role	Email
Andrew Carswell	Leadbetter Year 9 & 10 Learning Advisor	acarswell@waimate-high.school.nz
Matt Simonsen	Chisholm Year 9 & 10 Learning Advisor	msimonsen@waimate-high.school.nz
Sheryl Culling	Grant Year 9 & 10 Learning Advisor	scullingl@waimate-high.school.nz
Anne Harvey	Pitcaithly Year 9 & 10 Learning Advisor Deputy Principal	aharvey@waimate-high.school.nz
Ben Liddy	Grant Learning Advisor Year 11-13	bliddy@waimate-high.school.nz
Nick Schumacher	Chisholm Learning Advisor Year 11-13	nschumacher@waimate-high.school.nz
Ashleigh Nicholson	Picaithly Learning Advisor Year 11-13	anicholson@waimate-high.school.nz
Kellie Tagiaia	Leadbetter Learning Advisor Year 11-13 Deputy Principal	ktagiaia@waimate-high.school.nz
Jacqui Fisher	Guidance Counsellor	jfisher@waimate-high.school.nz
Kelly Smith	Bus Manager	kesmith@waimate-high.school.nz
Nicole Cooney	Sports Coordinator Finance Manager	ncooney@waimate-high.school.nz
Miriam Morton	Arts Coordinator	mmorton@waimate-high.school.nz
Angela Donald	Learning Support	adonald@waimate-high.school.nz
Ophelia Asentista	Learning Support Coordinator ESOL	oasentista@waimate-high.school.nz
Cathy Shearer	Careers, Gateway, International	cshearer@waimate-high.school.nz
Aimee Fawcett	Deputy Principal	afawcett@waimate-high.school.nz
Jo Hunnikin	Principal	jhunnikin@waimate-high.school.nz
You can contact any of your child's teachers by contacting the school office or by email addresses above.		

Waimate High School 2024 Key Dates

TERM ONE: Tuesday 30 January - Friday 12 April

Thursday 15 February	School Swimming Sports
Thursday 22 February	School Photos
Friday 23 February	School Athletics Sports
Monday 18 March	Summer Tournament week
Tuesday 26 March	School Conferencing Day - all caregivers to attend
Friday 29 March	Good Friday - school closed
Monday 1 April	Easter Monday - school closed
Tuesday 2 April	Easter Tuesday - school closed
<i>100 half days</i>	<i>School holidays are inclusive of ANZAC Day</i>

TERM TWO: Monday 29 April - Friday 5 July

Friday 31 May	Staff only day
Monday 3 June	King's Birthday - school closed
Friday 28 June	Matariki Holiday - school closed
<i>96 half days</i>	

TERM THREE: Monday 22 July - Friday 27 September

Monday 19 August	Senior Exam Week
Monday 2 September	Winter Tournament week
Monday 23 September	South Canterbury Anniversary Day - school closed
<i>98 half days</i>	

TERM FOUR: Monday 14 October - Thursday 12 December

Monday 28 October	Labour Day - school closed
TBC	Senior Prizegiving
Tuesday 5 November	NCEA exams start
Thursday 12 December	Junior Prizegiving
<i>86 half days</i>	<i>Total: 380 half days - required for 2024</i> <i>NB: Another staff only day will be included in Term 4 - date TBC</i>

Expected Behaviour and Values

We are all responsible for creating an environment for learning that is underpinned by positive relationships and inclusive values.

The Waimate High School PB4L matrix makes explicit our school values and how we expect these to be enacted in the various settings around the school and forms the cornerstone of our behaviour management process.

This matrix is displayed for staff and students in the relevant settings around the school. It provides the opportunity for staff to support students to demonstrate these values, reward students who do, and teach the expected behaviours if they do not.

Classroom Matrix

Respect	Responsibility	Resilience
<ul style="list-style-type: none">- Actively listen to teachers and peers- Treat people's gear, resources and space appropriately- Ensure your actions are not impacting other's ability to learn- Use language appropriate to purpose and audience	<ul style="list-style-type: none">- Do your best at all times- Follow classroom routines- Bringing all equipment needed- Take care of all equipment and report breakages	<ul style="list-style-type: none">- Own your mistakes- Accept feedback- Push your limits- Strive for personal success

All Settings Matrix

Respect	Responsibility	Resilience
<ul style="list-style-type: none">- Accept differences- Correct, clean and tidy uniforms- Look after our environment- Follow expectations- Be polite and use manners	<ul style="list-style-type: none">- Be good role models- Do our best at all times- Do what we say we will do- Stand up for what is right- Be trustworthy and reliable	<ul style="list-style-type: none">- Focus on improvement- Have a positive mindset- Push your limits- Accept feedback- Challenge yourself

Big A Rewards

Rewards are an integral way of embedding school values by rewarding the expected behaviour. Big A's are awarded when students demonstrate our school values of respect, responsibility and resilience via our My Mahi system. Students work towards various milestones and these are acknowledged during our regular assemblies.

Restorative Practices

At Waimate High School, Restorative Practices guide our interactions with each other throughout the school at all levels. When relationships have been harmed, we consider a restorative approach to restore these relationships. This often involves students 'making things right' and also putting into place strategies and support to minimise the chances of the behaviour being repeated. The restorative approach allows all parties in an incident to have a voice and the opportunity to be part of the solution to repair the relationship. This sits alongside the school process and systems for behaviour management.

Restorative Practice is about repairing harm and restoring relationships. It uses the stories of those involved in an incident and the people close to it (e.g. students, staff and families) to:

- ✓ explore what has happened - Tell the story, both sides.
- ✓ explore the harm - who has been affected and how?
- ✓ repair the harm caused - What do you need to do to put things right? All parties involved
- ✓ move forward - How can we make sure this doesn't happen again?
- ✓ hold those who have caused harm accountable for their actions as part
- ✓ provide support to those who have been harmed, and others involved.

Fortnightly Reports

As many of you know, we reviewed our Fortnightly Report system last year. This involved a consultation process where we sought feedback from both within our school and from our parent community. We received a clear message that whānau continued to value this regular two-weekly feedback about their child's learning and behaviour in class. There was also a desire to see consistency and clarity around the way the fortnightly grades were awarded. As a result, we have simplified our report to include one grade focusing specifically on 'engagement in learning' as we felt this best reflected what parents wanted to know and what we all want to see in classes, all of the time.

Below are the criteria from which teachers will make their judgements. These are based on our school values and expectations, as outlined in our Waimate High School PB4L (Positive Behaviour for Learning) matrix. These expectations are clearly displayed in a variety of locations around the school and in every classroom.

Grades will be awarded on a three-point scale with the expectation that all students should be aiming to attain a '3' awarded for 'consistent engagement', all of the time. If a student only meets these expectations some of the time within the fortnight, they will be awarded a '2' for 'inconsistent engagement' and students who do not display our values and expectations will receive a '1' for being disengaged.

Consistently Engaged - 3

A student who is consistently engaged in their learning will:

- be respectful in their interactions with staff and fellow students
- be actively involved in lessons
- complete class and homework to the best of their ability
- always follow classroom rules and teacher instructions
- always be punctual for class
- always wear the correct uniform
- consistently bring the equipment needed for learning

Inconsistently Engaged - 2

A student who displays inconsistent engagement will:

- need reminders about following classroom rules
- have homework / or classwork inconsistently completed
- show poor behaviour that impacts other students' learning
- will often be late
- have uniform not up to standard
- be reluctant to make the effort required in class
- fail to bring the correct equipment/gear to class

Disengaged - 1

A student who is disengaged will:

- not follow classroom rules, despite reminders
- display ongoing behaviour that impacts the learning of others
- have incomplete home or classwork
- choose not to be involved in class activities
- be late to class regularly during the fortnight reporting period
- have poor/incorrect uniform
- does not bring the equipment required to learn

- have been referred from class, or given multiple 'stop and think' opportunities in the reporting cycle

Attendance

Ministry of Education Attendance strategy and implications for 2024

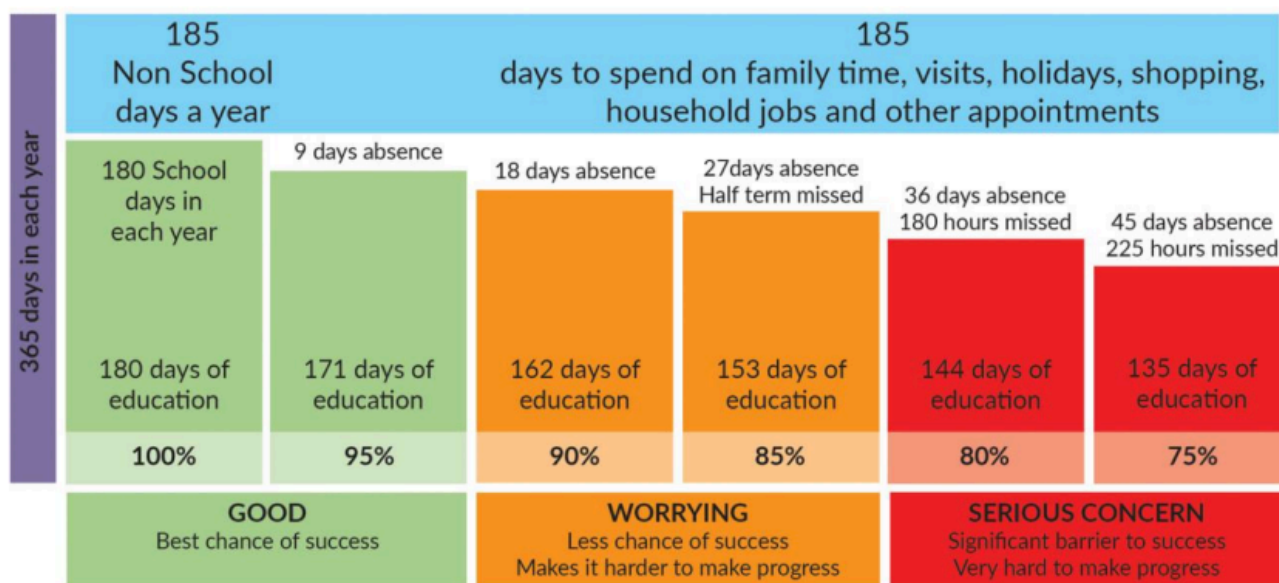
A new Attendance Strategy for Schools was published at the end of 2022. Research clearly shows the link between attendance and achievement. There is a direct link that if students have attendance below 90-95% their chances of gaining the NCEA level they are working towards are significantly weakened.

The Education and Training Act 2020 requires all students between the ages of 6-16 years to be enrolled and attending school. The parent/caregiver for a young person is responsible for ensuring young people are enrolled in a school and attend regularly.

We expect all students to maintain attendance rates of 90% or better for the full school academic year.

Below outlines the new attendance categories for all schools and tracking targets:

1. Attending Regularly (Attending more than 90%, an average of 9 days a fortnight)
2. Moderately Absent (Attending more than 70% up to 80% - missing 2-3 days a fortnight)
3. Chronically Absent (Attending 70% or less – missing 3+ days a fortnight)



Did you know?

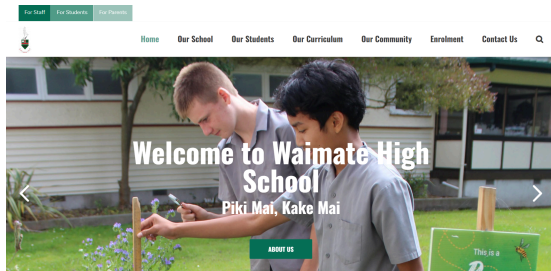
- Missing 1 day a fortnight (90%) equates to 4 weeks of school missed in a school year. This adds up to a whole year of education missed from Year 4 - Year 13.
- Missing 2-3 days a fortnight (70-80%), or 1 or more days per week equates to 8-10 weeks of school missed in a school year. This adds up to a 2.5+ years of education missed over their school life.
- Every day missed is like missing 2 days of learning in terms of content knowledge.

Absences - Any absence from school must be phoned into the school office. This must have a clear reason for absence, not just 'Won't be at school'. We are required by the MOE to code all absences very strictly and the majority of student absences that occur are Explained and Justified. We require a medical certificate for students who are away unwell for 3 days or more.

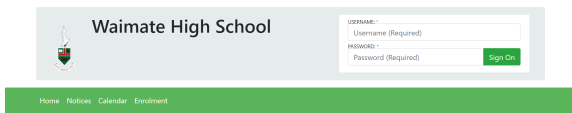
Late to School - Students are required, when the warning bell goes at 8.35 am each morning, to head straight to class with their tools for learning for an 8.40 am start each day. Being on time to school and all classes is about time management and is an important lifelong skill students will require in their future careers and all aspects of life and we expect them to be able to do this each day.

KAMAR Portal

KAMAR is our student management system used to mark attendance, record pastoral and learning notes, reporting, grades and daily notices. Parents can access information about their child using this app. The KAMAR app is available on GooglePlay or the App store or it can be accessed directly from our website by following the instructions below.

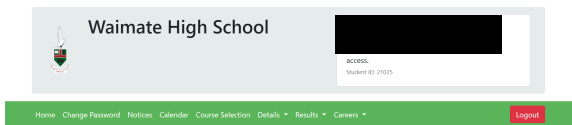


From the home page on our website, select the Parent portal at the top left of the page.



Sign in using your last name followed by the first letter of your child's first name e.g smithj

Parent login details and passwords will be emailed out by the school office, and are different to student login passwords.



This is the home screen of the parent portal of KAMAR. All headings in the green strip can be clicked on to access the details within that heading.

Notices - these are the daily notices read out every morning about meetings, opportunities, sign up sheets etc

Details - email office if any changes to be made to address, medical, emergency contact

Financial - a payment history, download receipts, any credit on your account

Attendance - an up to date record of attendance, period by period.

Groups - any groups your child is part of e.g sports teams, trip groups

Fortnightly reports and End of year reports - can be downloaded.

Cellphone free Policy

Our cellphone-free policy came into effect last year. The rule is cellphones are **off and in bags** between the start and end bells **8:20 am to 3:10 pm** and the earlier time of 2:20 pm on a Wednesday.

Firstly, we recommend that whenever possible your child leaves their cellphone at home. As is our policy now, the school does not take any responsibility for cellphones that are lost or damaged whilst at school. For those students who continue to bring their phone to school, it must be off and in their bag at all times for the **whole school day**, including break times. We suggest that students who need to bring their phone to school, hand their phone into the office in the morning and collect it at the end of the day.

The majority of concerns raised by parents relating to our cellphone-free policy were mainly to do with not being able to contact their child to arrange after school drop-off /pick up information. Students who bring their phones to school will be able to switch on their phone at 3:10 and receive that information. The school office can also pass urgent messages onto students. Other concerns raised were about students with health issues. These will be dealt with on a case-by- case basis with those students and families involved.

What happens if my child uses their cellphone?

- If a cellphone is seen by a staff member then we will request that the student hands over their phone. It will be kept in the school office for the remainder of the day. The student can pick it up and an email will be sent home.
- If a cellphone is confiscated for a second time, then the parent/caregiver will need to come to school to pick up the phone.
- If a cellphone is confiscated for a third time then we will arrange a meeting with the student's LA and caregiver. The phone will be returned at this meeting.
- If a cellphone is confiscated for a fourth time, then you and your child will meet with either a Deputy Principal or Pastoral Manager to explain what will happen if the student continues to defy our school cellphone rules.
- If a student continues to use their cellphone then there will be a meeting with me, the Principal, to discuss continual disobedience and next steps.

If a student refuses to hand over their cellphone, we will follow our usual behaviour management procedures for non-compliance.

Leadership opportunities

At Waimate High School there are a range of leadership opportunities across all year levels.

Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13
Student Council	Student Council	Student Council	Student Council	Student Council	Student Council	Student Council
Sports Council	Sports Council	Sports Council	Sports Council	Sports Council	Sports Council	Sports Council
Arts Council	Arts Council	Arts Council	Arts Council	Arts Council	Arts Council	Arts Council
PALS	PALS					
	National Young Leaders Day					
		William Pike				
		Duke of Edinburgh	Duke of Edinburgh	Duke of Edinburgh	Duke of Edinburgh	Duke of Edinburgh
		Junior House leaders	Junior House leaders	Senior House leaders	Senior House leaders	Senior House leaders
		BOT student rep	BOT student rep	BOT student rep	BOT student rep	BOT student rep
				PB4L team	PB4L team	PB4L team
					Peer Support	Peer Support
						Prefect positions

Background History of Waimate High School Houses

Grant (Red)

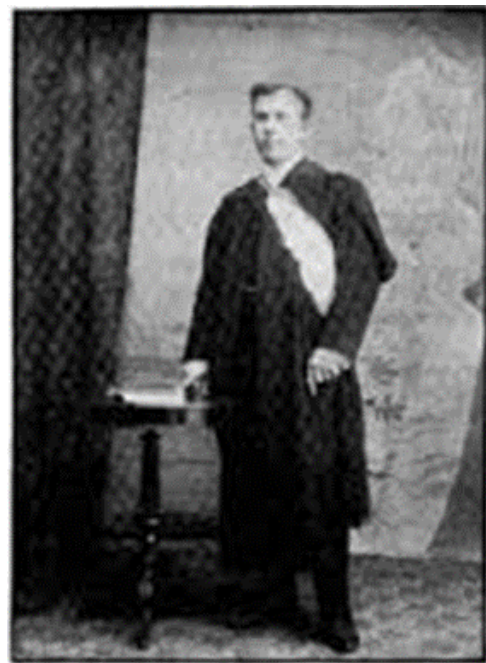
Mr Alexander Grant, Headmaster, Waimate District High School 1884-1889. Mr Grant, M. A., was the second serving headmaster of the District School, whose pupils numbered nearly 400. Before coming to Waimate he was Principal at Onehunga Public School in Auckland.

His time at Waimate was followed by an appointment as Principal of the Training College at the Educational Rooms in Auckland. (we have not been able to find a photo of Mr Grant).

Pitcaithly (White)

Mr George Pitcaithly, Rector of the Waimate District High School, was born in 1865, at Lyttelton. He graduated B.A. at Canterbury College, and after having served a pupil-teachership became assistant at Lyttelton, and afterwards at Sydenham. For a number of years he was first assistant at the Normal School, Christchurch and also at Napier. In 1895 he was appointed headmaster of the Waimate District High School, with departments for instruction in all the usual primary subjects.

Mr George Pitcaithly, Headmaster, Waimate District High School 1895 – 1917 Longest serving (22 ½ years) and popular headmaster with many connections to local societies and organisations. Promoted to Inspector of Schools in Auckland 1917. When Mr Pitcaithly was appointed Headmaster in 1895 the secondary division of the school had 12 to 15 pupils. When Mr. Pitcaithly was appointed; only fourteen pupils were taking secondary work, but in 1903 the number had increased to eighty-nine. By 1910 the school had a total of 442 pupils on the roll. The first Technical classes were established in Waimate in 1902. The wool classing course began in 1910.



MR. G. PITCAITHLY. Cor. photo.

Mr. Pitcaithly was married, in 1894, to a daughter of the late Mr. W. Hildyard, of Lyttelton, and has one son and one daughter.

Chisholm (Green)

Mr Dudley Sedman Chisholm, Rector, Waimate High School 1928-1936. He was educated at Nelson College and attended University of Canterbury, where he graduated with a Master of Arts with Honours and Mathematics and Physics. He taught at Nelson College and Waitaki Boys. He served with the New Zealand Expeditionary Force in World War 1, rising to the rank of Staff Captain and mentioned in despatches. In 1928 he was appointed the first Rector of the new Waimate High School and then King's College in Dunedin, where he set the standards and guided them both through their formative years of growth and expansion with his administrative ability and wise guidance. He retired in 1947 and served as a member of the University Council from 1948 to 1959. During World War 2 he served in the National reserve where he was Commanding Officer of the 2nd Battalion of the Otago Regiment with the rank of Lieutenant Colonel. He died in Oamaru on the 12th July, 1966, aged 82 years.



Leadbetter (Blue)

Mr Malcolm Leadbetter, Rector, Waimate High School 1936-45. Aged 32 years, Mr Leadbetter was one of the youngest Rectors to be appointed to a State Secondary School. This was a big discussion point for the appointing board at the time, who had a big field of applicants to choose from. At the time he was appointed at the end of 1935, he was then the first assistant at St Andrews College in Christchurch. MR Leadbetter received his primary education at Petone West School, Secondary education at Wellington College and went to University at Victoria College/University, where he graduated with a Master of Arts and Honours in Mathematics.

He held the 100 yards record in New Zealand for many years and played an important part in the Waimate Athletic Club. During Mr Leadbetter's term as Rector, World War 2 broke out, he was on the Reserve of Officer list with the rank of Captain. In 1942 he was called into service with the NZ Army, firstly at Army Headquarters and then Papua New Guinea, returning to Waimate at the end of 1943. He held the rank of Lieutenant Colonel and the status of G.S.O.2.

He spent time as Rector of Southland Boys School and Waitaki Boys and finally retired from education in May 1961. He then became a Minister of the Presbyterian Church and was inducted into St Mark Church in Christchurch as a minister. He served as a minister for 5 years before failing health led to his retirement.

In later years he received the Queens Service Order for a lifetime of devoted service to education and welfare. He died on May 30th, 1979.



Careers Information

Our aim is to support every student to transition successfully from school into the world of work or further education and training. We oversee many programmes for students which aid this transition and we encourage our students to be proactive about looking beyond school and take full advantage of what is on offer to help them prepare for that time.

- Every senior student is encouraged to seek individualised career information, advice and counselling from our Careers Advisor.
- Students can also use the computer programme Career Quest and the school Careers and Pathways website to help them access information.
- The school maintains close contact with regional Polytechnics and Universities through their liaison officers who visit the school and visits tertiary open days.
- All Year 10 students are given the opportunity to attend the Careers Expo and participate in The Real Game, a career focused activity.

Further Information

We have a variety of ways that we communicate with our community

- Our Facebook and Instagram pages
- A weekly newsletter emailed to parents
- Our website - www.waimatehigh.school.nz

Our Policies

All of our policies can be viewed on our schooldocs website

www.schooldocs.co.nz

Username: waimate-high

Password: learning