



EST. 1863



KO TE TŪRUAPŌ - OUR VISION

Aroha ki te tangata, te tuahiwi ki te whai ao

“Respect: the foundation for future success”

NGĀUARA - Our Values

MANAAKITANGA

We will practice manaakitanga by showing kindness and caring to one another. We will honour our responsibilities as mana whenua, providing manuhiri with a welcoming experience, embracing them into our school whānau. It is also important that we practice gratitude and thankfulness by listening and showing appreciation for what we have.

WHANAUNGATANGA

We will build strong relationships with all people, acknowledging similarities and differences in a respectful manner. Local knowledge, whakapapa and stories will be shared and valued. We will think about others and nurture the connections that we have so that relationships are at the heart of what we do.

RANGATIRATANGA

We will lead by showing thoughtfulness, humility and self determination. We will acknowledge and respect personal strengths and those of others, be excellent role models, try not to give up and have an open mindset to achieve success. It is up to us to take charge of our destiny.

KAITIAKITANGA

We will encourage sustainability and practice preservation of our taiao for our future generations. We will respect others, our kura and ourselves by encapsulating the notion of guardianship in everything we do.

ŪKAIPŌTANGA

We will support everyone in our school community to feel a sense of belonging and connection with our school and area. We will nurture ākongā to develop a strong sense of identity, self-confidence and wellbeing. We will know and value the connections we have to our place.

PUĀWAITANGA

We will provide an environment that promotes our ākongā to recognise and be proud of their strengths and acknowledge their needs whilst having the confidence to blossom and reach personal potential.

TE ĀHUA O A TĀTOU ĀKONGA - Our Graduate Profile



RANGATIRATANGA

WHANAUNGATANGA

PUAWAITANGA

KAITIAKITANGA

MANAAKITANGA

ŪKAIPŌTANGA

A Tuahiwi Graduate Will:

Be confident in who we are, where we are from, where we belong, and where we are going

Ahow Aroha, Manaakitanga and tautoko to one another, and honour our responsibilities as Mana Whenua

Have the motivation and confidence to connect with the local Hāpori, Te Waipounamu/Aotearoa and Te Ao Whānui

Develop, use and treasure Te Reo Māori me ōna tikanga

Be able to work cooperatively, understanding that people may have differing values, attitudes and skills

Know personal strengths and needs, and have the motivation and perseverance to continue learning

Be able to think, problem solve and have a 'can do attitude' when facing challenge and change

Continue to participate in aspects of Physical Education and The Arts

Ko Ngā Kaimahi - Our Staff



TE KURA O TUAHIWI

Tuahiwi School offers learning through two mediums. We have a high immersion Te Reo Māori pathway of learning for those whānau that want this and a lower level of immersion for whānau that want some Te Reo Māori but also want their tamariki learning in Te Reo Pākehā.

Tuahiwi School is committed to the revitalization and retention of Te Reo and Tikanga Māori and the aspirations of Ngāi Tūāhuriri and Mātāwaka. All tamariki learn Te Reo Māori and we provide a choice of Te Reo Māori immersion level. Currently we have 151 ākonga (learners) and 7 classes. Three Māori medium, and four English Medium.

In Māori Medium classes, tamariki learn in Māori contexts following Te Marautanga o Aotearoa. Literacy and Mathematics are taught in Te Reo Māori. As tamariki progress in te reo Māori, te reo Pākehā literacy will be introduced. Tamariki from these classes should develop the skills required to speak, read and write in both Māori and English.

In English Medium classes, tamariki follow the New Zealand Curriculum with literacy and mathematics being taught in English. Teachers use te reo Māori and teach this with a focus on listening and speaking.

BOARD OF TRUSTEES

Chairperson - Rebecca Stevenson
Principal - Melanie Taite - Pitama
Staff Representative - Crisanna Nel
Parent Representative - Marlena Bunnage
Parent Representative - Marina Samādhi
Parent Representative - Emma Tauti
Parent Representative - Steve Biggins

TUMUAKI (Principal)

Melanie Taite - Pitama

SCHOOL SUPPORT STAFF

Administrator - Berniece Ratahi

KAIAKO - MĀORI MEDIUM

Tumuaki Tuarua (Deputy Principal) - Jess Ormsby
Kaiako - Andrea Te Ohaere-Fox
Kaiako - Kiwhakiwha Williams

KAIAKO - ENGLISH MEDIUM

Kaiako - Rachael Williams
Kaiako - Crisaana Nel
Kaiako - Anita Ramsay
Kaiako - Kate Kennedy-Terrell
Kaiako - Fleur West (Part-time release teacher)
Kaiako - Vicki Piper (Part-time release teacher)
Kaiako - Jo Hall (Learning support coordinator)

KAIĀWHINA

Anouschka Lindsay
Jadah Pitama

Please look at our website, <http://www.tuahiwi.school.nz> and Facebook for a glimpse of life at Tuahiwi School. You are most welcome to phone 03 313 8521 or text / call 021 184 9344 to speak to our Tumuaki, Melanie Taite-Pitama.

ENROLMENT:

- Please contact Berniece to make a time to meet with Melanie. It is great if 5 year olds are able to meet at least one month before their 5th birthday. We welcome class visits and observations. In most cases the new entrant kaiako will coordinate a day with you leading up to their start date, from 9.00am - 1.00pm.
- We also welcome the opportunity to show whānau around and extend an offer for whānau to sit in our classes and participate so that they feel comfortable with their decision about which school they enrol their tamaiti in.

SCHOOL HOURS:

At 8.55am our tamariki are reminded that class begins in a few minutes so they can get organised to start the day. Karakia begins at 9am.

Kura begins	9.00am
Morning Interval Play	10.45am - 11.05am
Morning Interval Kai	11.05am - 11.15am
Lunch Play	12.45pm - 01.25pm
Lunch Kai	1.25pm - 1.35pm
Kura ends	03.00pm

Tamariki are welcome onto the school grounds from **8.30am**. **We recommend whānau have tamariki on site by 8.40am to allow plenty of time to set themselves up for their day.**

ATTENDANCE:

- Please try to help your tamaiti be on time to kura.
- We begin each day with karakia.
- It is really important that we know if your tamaiti is going to be away. Please phone or text kura on 03 313 8521, text 0211849344 or email office@tuahiwi.school.nz
- If we do not hear from an adult to explain an absence we will contact you by 9.45am. We need to be assured that your tamaiti is safe and where they should be.

HEALTH, SAFETY AND SERVICES

ROAD SAFETY:

Please use the car-park or roadside out the front when you are dropping and picking up tamariki - even if it is raining or snowing! Our tamariki often walk across our driveway so we like to keep this clear of any traffic. Thank you for respecting this tikanga.

LEAVING KURA AT 3:00PM:

- Tamariki leave via the school entrance by the pedestrian crossing OR the driveway by the staff room to walk to the car park.
- It is not safe for tamariki to wait in our play areas after school until whānau are present to supervise.
- Car parks can be dangerous places for tamariki because of the reversing required, therefore it is up to whānau to take care as they leave the parking space.
- We recommend that 5 and 6 year olds meet whānau on the grass or at school rather than make their way alone to a car.
- An adult must inform school if children are to go home with another whānau.

TECHNOLOGY LEARNING CENTRE:

All Year 7 and 8 tamariki attend technology once per week at Kaiapoi Borough School. Our tamariki travel by bus from Tuahiwi to Kaiapoi.

SPORT:

- All tamariki have regular fitness, skills teaching and games. There are many opportunities for our tamariki to be active.
- In years 5 to 8, tamariki take part in North Canterbury Swimming, Athletics, Cross Country and Winter Sport tournaments.
- All tamariki have an annual Aquatic focus - usually a weekly trip to the local pool.

MĀTUA TAUTOKO (PARENT SUPPORT):

Our Mātua Tautoko (a group of supportive parents and whānau) meet several times during the year. They support the kura in a variety of ways through fundraising and financial support. If you would like to be a part of this group we welcome everyone! Please see Berniece in the office for further information. Kylie McDonald is the coordinator for this group.

WHĀNAU HUI:

All whānau are invited to a hui at least once every two terms. During our whānau hui we like to share information, gathering your thinking but we also love to celebrate the learning that is happening in our learning hapori. Our whānau hui are a great way to celebrate success.

EDUCATION OUTSIDE OF THE CLASSROOM (EOTC):

A permission form needs to be signed on enrolment and at the beginning of each year to allow tamariki to be off site for routine visits. Any excursion of a more adventurous nature will require an individual permission form.

MONEY AT KURA:

Sometimes there will be activities that we would love our tamariki to be involved in that cost money. We will try to give you plenty of notice for this. When your tamaiti brings money to kura, please put it in a labeled envelope and hand in to your class kaiako or deliver to the kura office. We do **not** have EFTPOS.

STATIONERY:

Tamariki will be given a list of necessary items as they are needed or check our website www.tuahiwi.school.nz

PEPEHĀ

All tamariki at Te Kura o Tuahiwi will learn to present a pepehā (this outlines who you are, and where you are from). Kaiako will consult with you about what whānau details you wish to have included in the pepehā of your tamaiti. You can source more information about pepeha from www.māori.org.nz/tikanga. An important feature of Te Kura o Tuahiwi is our close and reciprocal relationship with Tuahiwi mārae. We continue to develop our bilingual education and bicultural character. Te reo and Tikanga Māori are an integral part of this character.

All tamariki in Tuahiwi School learn to introduce themselves with pepehā. For tamariki without Māori whakapapa, we still use this format to introduce ourselves, without claiming tribal connections to mountains or rivers. The teaching of pepehā is scaffolded, and over time your tamaiti will learn to recite this in its entirety, but they will begin with being able to talk about who their immediate family are.

COMMUNICATION:

Clear communication is important. Often we want to ensure that whānau are aware of upcoming events. We are always striving to deliver a high quality, cost effective, efficient means of communicating so we welcome suggestions on the best ways to communicate with you. Please forward any suggestions to mel@tuahiwi.school.nz

Pānui (Newsletter)

- We email you a pānui each fortnight beginning the second Thursday of each term.
- We will provide a hard copy for those who prefer. Please let Berniece know in the office if you require a paper copy.
- Pānui are posted on our website, office notice board, Facebook, notice board in the car park.

Email

- Information from Facebook will be emailed out to families on a weekly basis and other information will be emailed. Please make sure your email address is up to date with Berniece in the office.

Twitter

- We use twitter to send out brief messages. This is free to school and whānau.
- You do not need a Twitter account.
- How to sign up - Text 8987 Follow @Tuahiwischool (space between follow and @)

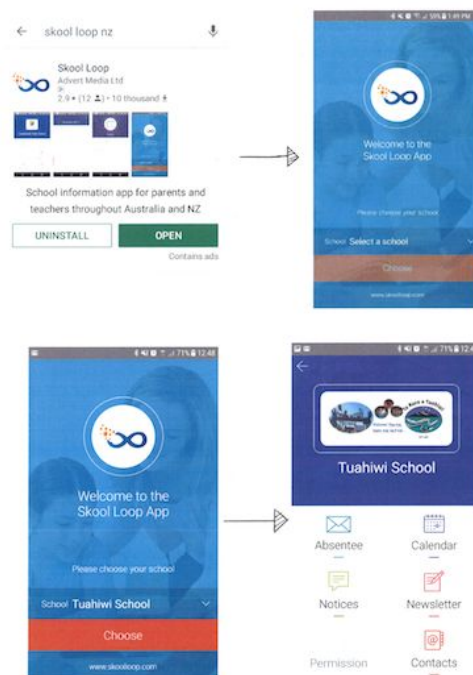
School App

We are registered with School App - Skool Loop NZ. This is an App that can be downloaded onto any smartphone. For iphones you use the App Store, for Android you use the Play Store. Search for the Skool Loop app, and download.

- You will be prompted to 'accept push notification'. Please accept, as this is how we will communicate reminders, messages etc. Irrespective of which telephone provider you are with, by downloading this app you will be able to receive reminders and messages from kura.

This App is free for both our whānau and our kura, and will ensure you are kept up to date with school events.

- Absences by email, text or phoning
- School contacts
- School notifications and Pānui



Facebook

Our main communication is with our Tuahiwi School Facebook Page, please search for Tuahiwi School on Facebook and LIKE our page to see up to date notifications and photos.



WEBSITE:

<http://www.tuahiwi.school.nz/> For up to date school information and pānui.

LINC-ED: Our student management and reporting system.

LINC-ED allows kaiako to share learning anytime, anywhere and this can be viewed on any device. We are excited about the potential that the software offers. The report is designed to build year on year so that over time you will have access to comments, assessments, images, video and helpful resources all in one place.

How do I access my child's LINC-ED page?

Step 1

Visit <https://tuahiwi.linc-ed.com/wp-login.php?action=lostpassword>

Step 2

Click the Lost your Password button.

Step 3

Enter the email address you have given the school to send you communication. Click Get New Password.

Step 4

An email will be sent to you containing a link for you to click on. The link will take you to a page where you will see your new password.

If you choose to, you can delete the automatically generated password and enter your own strong, secure password then click Reset Password.

Step 5

Enjoy reading, viewing and listening to your child's learning. Become part of the conversation by writing a comment or adding a 'Like' to the post.

If you have any problems with access please contact: office@tuahiwi.school.nz

TALKING WITH STAFF:

We love seeing whānau on site regularly and love meeting with you to have a kōrero. If you need to have a more formal kōrero, please make an appointment time with the kaiako so we can give you the time that you need.

INTERACTIONS WITH TAMARIKI:

- Always contact a kaiako to investigate an issue that has occurred at kura.
- It is not appropriate for whānau to approach someone else's tamaiti to sort an issue.

CONCERNS AND COMPLAINTS - RE: STAFF AND / OR BOARD OF TRUSTEES:

If you have concerns or complaints, always contact the person concerned first. If the issue is not resolved to your satisfaction, please refer to our Communication and Concerns Guidelines which can be found in this booklet, on the notice board in our office, or on our website

<http://www.tuahiwi.school.nz/concerns-and-complaints>

<https://docs.google.com/document/d/1ta5jp1SRNhGxlspEYqHkMSIH6YTT6aaFF9CWcu0K7qE/edit>