



Flying High,  
Learning for Success

**Torbay School provides a basis for lifelong learners through a challenging, supportive, stimulating and caring environment**

# Successful learners are:



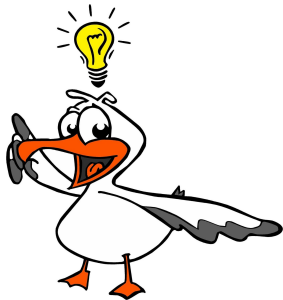
**REFLECTIVE**  
**Huritao**

I can reflect on my learning, identifying next steps (goals) and achievements.



**RESILIENT**  
**Manahau**

I can build on my learning through understanding and persisting.  
I can use feedback and feedforward from others  
I keep trying even when it is hard



**INNOVATIVE**  
**Auaha**

I am a risk taker and able to see a need and create a solution



**COLLABORATIVE**  
**Mahi tahi**

I am able to support, challenge and work with others  
I am able to apply new knowledge across all areas of my learning and connect what I already know (community, global citizens, e-learning)



**CURIOUS**  
**Pakiki**

I am curious about my world, asking 'I Wonder' questions  
I am passionate and engaged



## Endeavour with honour Flying high, Learning for Success

### OUR SCHOOL VISION

Torbay School provides a basis for lifelong learners through a challenging, supportive, stimulating and caring environment.

#### *We believe in a Learning Culture where:*

- All children are valued and diversity recognised
- Individual learning potential is fostered through effective learning and teaching
- Literacy and Numeracy is emphasised
- Achievement will be encouraged and celebrated
- CARE – Commitment, Aroha, Respect & Responsibility, Excellence are promoted
- A sense of belonging will be developed through a nurturing, positive and caring environment
- Positive partnerships between the school and the community will be valued
- Teaching and Learning programmes are enhanced through high quality professional development

### TORBAY SCHOOL STRATEGIC GOALS

#### **Goal 1:**

Enabling each learner to achieve full potential by providing learning programmes that allow for their holistic development.

#### **Goal 2:**

Realising potential by providing a safe, supportive and enjoyable learning environment.

#### **Goal 3:**

Developing meaningful and effective relationships with our community.



### TEAM TORBAY'S VALUES

These will be promoted through classroom programmes, daily notices, assembly items, newsletter section, sporting and outdoor education opportunities and the website. Torbay School has a positive learning environment that promotes and celebrates - **C A R E**

**C**ommitment

**A**roha

**R**espect and **R**esponsibility

**E**xcellence



C

### **Commitment**

*Kei a tatou te pumautanga! We are committed!*

Torbay School is a place where we value learning, effort and achievement by:

- Fostering lifelong learning
- Encouraging each other
- Being willing to have a go and keep on trying

A

### **Aroha**

*Kei te aroha tenei! This is love!*

Torbay School is a place where we build strong relationships through:

- Sharing and including others
- Using I statements
- Treating others appropriately
- Accepting differences
- Caring about ourselves, others and our environment

R

### **Respect & Responsibility**

*Ko te mea nui ko te manaakitanga! The main thing is to look after and nurture all mankind!*

Torbay School is a place where we act responsibly and respect others by:

- Looking after ourselves and others
- Looking after our environment
- Being kind, co-operative and fair
- Being independent
- Thinking before we act and accepting consequences
- Being organised and prepared

E

### **Excellence**

*Ka takakawe tahi tataou ki te hiranga! We will strive together for excellence!*

Torbay School is a place where we strive for excellence by:

- Aiming high
- Asking questions
- Challenging ourselves through problem solving and thinking strategies
- Setting goals
- Showing perseverance
- Turning learning into actions
- Being reflective

## CURRICULUM

Our aim is to implement teaching and learning programmes based upon the essential learning areas and skills. The emphasis will be on the National Education Priorities:

- Monitor and assess student progress against the Achievement Objectives. Maintain individual records and report to the Community and MOE on student achievement
- Maori achievement
- Safe learning environment
- Special Abilities
- Students at risk
- Numeracy and Literacy
- Assessment
- Curriculum success for all
- Wellbeing. This is an important aspect of school life and we focus on supporting students to develop important strategies and skills.

During your child's years at primary school, instruction in a wide range of curriculum areas will be experienced. These areas include English (reading, oral and written language, handwriting, spelling and aspects of Taha Maori integrated into the curriculum); Mathematics; Science; Technology; Social Studies; the Arts (visual arts, music, drama, dance); Health and Physical Education and the integration of digital technologies through the curriculum.

## LITERACY

At Torbay School we believe competency in Literacy is crucial for our students to access and succeed in other learning areas. As a result Literacy is a priority area throughout the school. Reading and Writing is taught daily, and spelling, handwriting and oral language is covered throughout the week.

Teachers will explicitly teach the necessary skills for students to work towards developing independence when making meaning and creating meaning from the Literacy language. Integration across the curriculum will provide a context for learning, when appropriate. Teachers will place an emphasis on building depth of understanding within each strand and mode (listening, reading, viewing, speaking, writing and presenting). Literacy programmes will become increasingly challenging to build on prior learning. Teachers will provide opportunities for all students to practice, consolidate and extend their understandings on a daily basis.

Students will be immersed in a literacy rich environment that provides motivation, quality teaching, modelling and celebrates their learning.

## LEARNING LANGUAGES

In learning languages, students learn to communicate in an additional language, developing their capacity to learn further languages, and explore different world views in relation to their own. Elements of Te Reo will be included in the Torbay learning programme.

## MATHEMATICS

Mathematics and Statistics consist of three strands:

**Number and Algebra** - involves calculating and estimating, using appropriate strategies and methods in flexible ways. It also involves understanding patterns and relationships found in numbers. Development of number knowledge and quick recall is important to achieve successfully.

**Geometry and Measurement** - Geometry involves recognising properties and symmetries of shapes and describing position and movement. Measurement involves using appropriate units to predict and calculate.

**Statistics** - involves solving problems using appropriate data, finding relationships and trends and communicating findings.

## INQUIRY LEARNING

This incorporates Science, Social Studies & Technology. These curriculum areas are taught through concepts and development of enduring understandings. Natural links across learning areas are made when appropriate.

### **THE ARTS**

The Arts learning area comprises of four disciplines for students to develop skills, knowledge attitudes and understandings. These are:

- **Dance** – expressive movement that has intent, purpose and form
- **Drama** – expresses experiences through a focus on role, action and tension in time and space
- **Music** – a form of personal and cultural expression through sound
- **Visual Arts** – is participating, discerning and celebrating their own and others visual worlds

### **HEALTH AND PHYSICAL EDUCATION**

The seven key areas of learning are identified and taught throughout all levels. These include mental health, food and nutrition, body care and physical safety, physical activity, sports studies, outdoor education, and sexuality education (requires community consultation).

The curriculum also includes **Key Competencies**:

- Managing Self
- Participating and Contributing
- Relating to Others
- Using Language, Symbols and Texts
- Thinking

As well as the [Key Competencies](#), the curriculum describes these things:

- **Vision**
- **Principles**
- **Values**

#### **Vision**

The curriculum talks about “what we want for our young people”. Our vision is for people who are:

- Confident
- Connected
- Activity involved
- Lifelong learners

#### **Principles**

Schools need to include these ideas when they plan teaching and learning:

- Students know they can do well
- Students understand how they learn
- Families/whānau, and communities are involved
- The Treaty of Waitangi is recognised
- All cultures are important
- All students are included
- Learning is linked together
- Learning looks to the future

#### **Values**

Values are what people believe is important to live in society. People show their values in how they think and what they do. Students learn about their own values, and other people’s values, through their learning experiences.

Students should value:

- Excellence (aiming high and sticking at it)
- Innovation, enquiry, and curiosity (thinking, exploring, creating)
- Diversity (our different cultures, languages, and backgrounds)
- Respect (for themselves, for others, for human rights)
- Equity (fairness and justice)

- Community and participation (taking part)
- Ecological sustainability (caring for the environment)
- Integrity (being honest and responsible)

### **ACTIVITY FEES**

At the beginning of each year your child will bring home a notice about the Annual Activity Fees. If your child is new to Torbay School and has started during the current school year, then after your child's first day you will be emailed an account. This can be paid either in an annual sum or by four instalments, e.g. term by term. It covers the cost of class trips, visits to the school by outside organisations, bus fares for trips, etc. Please don't hesitate to contact either the class teacher or the school office if you have any queries regarding this fee

The Board of Trustees policy is that children do not participate in these activities if the fee has not been paid, or if no alternative arrangements for payment have been made (e.g. payment by instalments).

### **ASSEMBLIES**

Are held twice each term and are advertised in the school newsletter. Generally there is also an end of term celebration assembly. Parents and family members are welcome to attend.

### **APPOINTMENTS**

Children should attend school every day. Appointments and family celebrations should be made, where possible, outside school hours. If you do need to take your child to an appointment during school hours you are required to go to the school office to sign them out before collecting them from the classroom. It is also advisable to let their teacher know in advance if you can.

To make an appointment to see your child's teacher please contact them directly or the school office. If you would like to meet with Gary O'Brien, Glenys Harwood or Katie Hills please contact the school office.

### **ATTENDANCE AND ABSENCES**

Children should attend school every day, unless they are unwell. Appointments, holidays and family celebrations should be made, where possible, outside school hours.

Children's attendance at school is tracked and monitored, electronically. The class roll is taken formally at 8.55am and 1.30pm. Parents will be sent a text if their student is absent from school without notification. Parents, please contact the school as soon as you know your child will be absent or late to school by using one of the methods below:

- Calling the absence line: 473 8603 ext 1; or
- Text: 021 126 6336; or
- Email: [absences@torbay.school.nz](mailto:absences@torbay.school.nz); or
- Website: <http://www.torbay.school.nz/general-information/absentees>; or
- App Absentee Form: Torbay School Skoolbag App for smart phones (free to download).

Please remember to leave the child's name and room number and the reason for the absence. If your child is late to school, he/she must come to the school office to let the office staff that they have arrived at school.

### **BEHAVIOUR**

Our teachers work positively with children, trying to encourage high standards of work, genuine effort and responsible behaviour. The "Care Code" operates at Torbay School. This is a positive behaviour plan based around our school values. Children are taught to understand and own the consequences for appropriate and inappropriate behaviour. It is based on behaviour modification strategies and support of teachers for each other. Our "Care Code" is part of our holistic look at achieving the best for all children who come to Torbay School. It fits in with our vision and the positive learning environment we promote and celebrate **CARE**:

- **Commitment**
- **Aroha**

- **Respect and Responsibility**
- **Excellence**

The programme is designed to encourage children to make appropriate choices. At all times we are seeking to work with children to help them change behaviour that is inappropriate. The children are an integral part of the programme and will be supported by the staff to understand Team Torbay's expectations and values and the consequence of inappropriate behaviour.

Our Team Torbay Step Programme is designed to be part of our "Keys to Success" with an emphasis on recognising the many positive things that children do. The programme is overseen by the Deputy Principal in charge of behaviour and is monitored by a team of staff.

We will ensure that our approach is a positive one. There will be consequences, but the emphasis will be on the positive. There will be a "Time Out Area" and consequences will be linked into aspects of our vision where children have not made acceptable choices. Reflective discussion with the children will be based on the above.

To help the children deal with conflict and unacceptable behaviour in the classroom, or playground, we will promote and up skill them to use WITS:

- **W**alk away/ignore
- **I** statements
- **T**ell someone
- **S**tand up for yourself

An important part of our "Keys to Success" are the school initiatives that we have integrated into our classroom programmes:

- Team Torbay's Way
- COOL Schools Peer Mediation
- Reaching Forward
- Keeping Ourselves Safe
- DARE
- GEM
- Kia kaha

During school break times, some teachers are on duty and trained teacher aides are in the playground, supervising and assisting with specific children.

There are activities available to the children during different lunchtimes such as organised sports, library, big games, choir and music groups.

Trained student mediators are also in the playground to assist the children and refer incidents to a Duty Teacher as required. The Duty Teacher records the names of children showing inappropriate behaviour, together with a description of the incident. The Deputy Principal reviews these incidents each day and a decision is made regarding what follow up is necessary. Where appropriate, parents will be contacted.

Please refer to the "Care Code"

## **BICYCLES / SCOOTERS**

Only Year 6 children are permitted to ride a bicycle/scooter to school unaccompanied – they must firstly write a note to the Principal, signed by their parents, requesting permission to do so. They must follow all safety rules, wear shoes, a helmet and should bring a padlock to secure it in the appropriate place. They will be provided with a school licence showing they are able to bring them to school.

## **BOARD OF TRUSTEES**



Our Board of Trustees meets twice per term on a Monday in the School Staffroom, at 7pm. The meetings are advertised in the newsletter and all parents are most welcome to attend. The minutes of the B.O.T. meetings are placed in a folder in the office for you to read.

The B.O.T.'s role is a governance one, setting the broad guidelines under which the school operates (policies) and seeing that these are being followed and are producing desirable outcomes for you and your children.

## **BOOKS**

Children use library, instructional reading, exercise and textbooks in their school life. We encourage children to take library, reading and text books home in a suitable bag to protect them. Book Bags are available for purchase from the office.

## **BRAIN FOOD**

We encourage the students to bring Brain Food to school for a mid-morning break. Many children lose concentration during class time and would benefit from a Brain Food boost and a drink of water.

Brain Food must be pre-prepared into bite size pieces in a container and can be any of the following:

- Fresh peeled & sliced fruit and vegetables
- Dried fruit (e.g. apricots, prunes, raisins and sultanas)
- Shelled unsalted nuts (no peanuts) or seeds
- Plain unsalted popcorn

**Please check with your teacher if there are students with allergies to any of the above.**

## **CELLPHONES**

Children are not permitted to use mobile phones during school time. All mobile phones must be turned off and handed into the office each morning, to be collected again at 3pm.

## **CLOTHING**

Please name all clothing, including underwear, togs and towels. If required, uniform items can be named using embroidery.

## **CUSTODY OF CHILDREN**

The school expects that both parents will have full access to, and disclosure of information regarding their children. A copy of any current Protection Order or Shared Custody Agreement must be filed with the Principal if there is an issue of legal custody.

## **DAILY NOTICES**

Daily notices are read to the school before lunch each day advising children of important information, any lunchtime activities or after school sports teams/groups which they may wish to be involved or participate in.

## **DENTAL CLINIC**

We no longer have a full-time Dental Therapist. They visit our school in a mobile van during the year to check children's teeth. They will then advise you if you need to follow-up with an appointment at a clinic for any dental work. If you have a problem concerning your child's dental care at any time of year, please ring the school office for the Dental Therapist's contact number.

## **DONATIONS**

There is an annual donation to the school which we expect each family to pay. The amount is set by the Board of Trustees and is used for the purchase of essential classroom consumables, first aid, paper towels and sanitizers for the school. It is also used for computers, sports gear, playground equipment, library books, and additional teaching staff to assist in supporting students in their learning. Donations from families are essential for the running of the school.

This is usually collected at the beginning of the school year. However, some parents find this a burden on the budget at this time of the year, and pay it later in the year or in instalments.

Children entering the school during the year are requested to pay the donation on a pro rata basis depending on the term in which school is begun. Details of the annual donation can be obtained at the school office.

## **ENROLMENT**

Enrolment of a child involves the completion of an enrolment form, which covers details such as address, phone number, emergency contacts and specific health matters, particularly allergies. This form can be downloaded from the school website. Proof of your address will also be requested to confirm that you are living within the Torbay School Enrolment Zone.

If your child is a new entrant, parents should bring proof of age, e.g. birth certificate, or if from another country, proof of eligibility to education, e.g. passport. All new entrant children's immunisation status has to be recorded so you also need to bring your child's immunisation certificate. All new entrant children will start in the Foundation Class on the Monday following their fifth birthday.

Before a child starts school, parents are given an Information Pack which includes forms for the parents to complete and return to school and also contains information about school activities.

## **ENVIRO-SCHOOL**

Torbay School is an environmentally friendly school. Projects are continually undertaken to enhance and sustain a healthy environment. Torbay School has a zero lunch rubbish policy. All lunch rubbish is to be taken home in student's lunchbox.

## **FIRST DAY AT TORBAY SCHOOL**

If your child is a new entrant who has had their visit to the foundation class, please go directly to class with your child, the foundation teacher is expecting you.

If your child is new to our school and has not had any visits, please come to the office at around 8.40am. The school secretary will ensure that you have completed all the necessary documentation and will take you and your child to the classroom.

## **FOUNDATION CLASS**

All new entrant children beginning school at Torbay School enter the Foundation Programme. This class programme attends to acquiring the early skills needed to prepare children for learning. Children are encouraged to develop independence, taking responsibility for their own possessions and their learning.

Attention is given to the development of perceptual motor skills and social skills. Children will visit and then transition to their new class in groups.

Please refer to Torbay School Foundation Programme booklet for more information.

## **FUN CLUB**

Before and After School Fun Club is an independent organization that provides childcare for school children and is located on our premises. For further information contact Sandy directly on 473 0480 / 021 329 626 or [www.afterschoolfunclub.co.nz](http://www.afterschoolfunclub.co.nz)

## **GATES**

We have three gate entrances into our school. These have been provided by the Ministry of Education and will be shut when the school crossing monitors come in each morning. Parents, please keep the gates shut during school hours (8.55am to 3pm). If you are dropping your child

late to school (i.e. after the bell at 8.55am) please walk them into the grounds as they may have difficulty opening them themselves.

## GENERAL SAFETY

We encourage you to talk to your children about keeping themselves safe and, in this context, to walk to and from school in pairs or groups. If you normally meet your child and find that for some reason you cannot do so, please do not hesitate to ring the school office as soon as possible so that alternative arrangements can be communicated to your child. You should also stress that, if by any chance your child is left waiting at the gate after 3.15pm (or when the crossing patrols finish), your child should go to the office and stay there until arrangements have been made. If your child does not arrive at home at the expected time, once again please contact the school and every assistance will be given to locate them.

## GIFTED AND TALENTED PROGRAMME

At Torbay School students are extended within classrooms with differentiated programmes and offered a variety of opportunities. They are identified following specific criteria and catered for across the curriculum.

## HEAD LICE

We strongly encourage parents to make regular inspections of their children's hair to detect occurrences of pediculosis. If you find head lice or their eggs in your children's hair, please notify your child's teacher. Information sheets on head lice are available from the school office. When a case is detected in a classroom, then usually all parents with children in that class will be notified of the occurrence, and requested to check their children's hair. Head lice are highly infectious so children may be sent home for treatment.

## HEALTH

The Health Room is located in the school office and is a short term treatment room only. Children who become ill at school are sent home after the parent/caregiver or emergency contact person has been notified to collect them.

If your child has had a stomach upset, they must stay away at home for at least 24 hours from the last symptoms of this. If you are unsure whether or not to send your child to school due to an illness, feel free to contact the school office or speak with your doctor.

## HOMEWORK

This is personalised by individual teachers within their class setting. Homework is encouraged at Torbay School. Teachers, at the beginning of the year will outline with the children and parents suggestions and ideas for homework.

## INSTANT NOTIFICATIONS

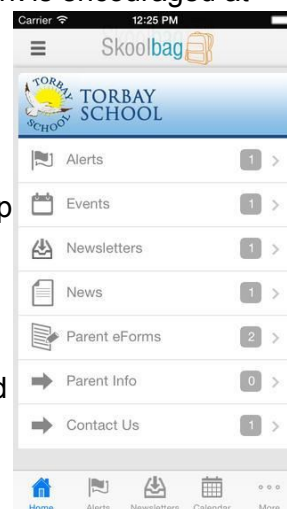
Late notice cancellations, school emergencies etc come through on our SKOOLBAG APP along with general school notices. To install our school app just search for "Torbay School" in either the Apple App Store or Google Play Store and download (free) to your Android or iPhone.

## JEWELLERY

Jewellery should not be worn at school. Studs only should be worn in pierced ears or wearing a Taonga is acceptable.

## LEARNING

Learning is shared in a variety of ways – in classrooms, books, on devices, through our website and individual sites/blogs.



## **LEARNING SUPPORT**

Torbay School offers a comprehensive learning support programme to assist students who have learning, behaviour and physical challenges.

## **LOST PROPERTY**

Lost property is located in the corridor near the library/hall; please check this for lost items. Clothing and other personal property that is named will be returned to the owner. Occasionally small items are handed in to the office so please check with them if you are looking for anything other than clothing, hats, shoes, lunchboxes and drink bottles. PLEASE NAME ALL ITEMS.

## **LUNCHROOM AND LUNCH ORDERS**

The Happy Kitchen lunchroom is open on Wednesdays, Thursdays and Fridays for lunch orders and is also open at morning tea time for **cash sales of morning tea items**. Please clearly write on an envelope your child's name, room number and what they are ordering. This gets handed into the class lunch order bag (blue bag) prior to the start of school each morning. Each term a new menu will be sent home with students – further copies can be collected from the lunchroom or office.

## **MEDICAL**

Please let the school know if your child has any medical issues. No medication will be given to your child without your permission.

Children who suffer from asthma, or who have known allergic reactions, must have appropriate medication and an Action Plan filed in the Health Room.

If long term medication is necessary parents/caregivers must complete a Medical Action Plan which will be kept on file in the Health Room. Prescribed medication must be provided to the office in a container or envelope clearly marked with the child's name, the dosage and clear instructions for dispensing. Medicines and cough medication (including lozenges) are not to be included in lunch boxes.

## **MESSAGES TO CHILDREN**

Contact the school office if you have an urgent message for your child. Please do not ask to speak to your child personally on the telephone. Arrangements for after school should be organized with the children before they leave home in the morning.

## **MONEY**

All money sent to school should be placed in a sealed envelope with the amount, purpose, child's name and class clearly written on the outside. Staff will not accept responsibility for money lost at school but we will do our best to help locate this with your child.

## **MOBILE LEARNING – ICT**

Our Mobile learning vision is to create confident, flexible, self-directed lifelong learners. Information Communication Technology (ICT) is used to support curriculum delivery. Every classroom has networked computers to ensure that the internet and email are available. Children must sign a Cybersafety Agreement to access computers at school. The Internet is strictly monitored and this will be withdrawn for inappropriate use. Year 4, 5 & 6 students are encouraged to bring in their own device to school for learning. Students will need to adhere to the Mobile Learning Agreement.

## **NEWSLETTERS & INFORMATION FLYERS**



Our fortnightly newsletter will be posted on the school website every alternate Thursday during school terms. In it we let you know important dates for forthcoming events as well as what is happening at the school. Every other Thursday we post to the school website an information flyer.

Once your child starts school, please register on the school website [www.torbay.school.nz](http://www.torbay.school.nz) to receive an electronic version of these.

## **PARKING**

Please do not use the school carparks and the disability car parking in Deep Creek and Alexander Road car parks, unless you have permission to do so (e.g. disability sticker).

Please do not park in the Bus Bay/Drop Off Zone at any time – this is a drop off zone only and cars must keep moving through this area.

At various times throughout the year safe parking practices are monitored by Auckland Transport.

To ease traffic congestion and promote “push play” we encourage families to Park and Walk: parking away from the immediate school gate and walking part way to school. Contact the school office if you would like more information.

## **PARENT CAREGIVER INFORMATION**

For safety reasons it is imperative that the parent/caregiver information which the school holds about address and home/work phone numbers is always accurate. Two emergency contact names are also requested in case parents are unavailable. When information changes parents must advise the office immediately.

## **PERCEPTUAL MOTOR PROGRAMME (PMP)**

This aims to develop children’s perceptions and understandings of self through motor experiences. It helps children to refine gross motor skills to prepare the brain for formal classroom learning. This is a fundamental part of our foundation programme. PMP relies heavily on helpers, we welcome parents and all caregivers. If you are able to help please fill out the form in the enrolment pack or enquire at the school office

## **PTA (Fundraising Committee)**

The PTA committee is made up of parents, representatives from the Board of Trustees, the teachers and the Principal. It coordinates the big events that raise funds to improve our school. It is also responsible for the many social events that make the experience at Torbay so memorable for the children. The PTA is a great way to get involved in your child’s school. It’s a fun way to get to know other parents, the teachers, and the staff. It takes a team effort to make things happen and the PTA would be happy to welcome you to the team. If you are interested in joining the PTA please fill out the form in the enrolment pack or enquire at the school office.

## **ROAD SAFETY**

Please ensure that you use the appropriate crossings and entrances around the school. Driveways are not pedestrian entrances. In the interests of child safety please model safe practices.

## **SCHOOL BUS ROUTE**

This is an afternoon service only. The bus departs school at 3.05 pm.

**Route:** Deep Creek, Weatherly, Glamorgan, Marina, Stredwick, Killarney, Deep Creek, Ellangowan, Beach, County, Glenvar, Awaruku, Stredwick, Glenvar, Ashley.

**1 STAGE FARE** - Students using this service will need to purchase a Hop Card or have cash.

Children catching the bus meet at the top of the pathway by Alexander Ave and are escorted to the Bus Bay by a staff member. They need to arrive at the designated point as soon after 3pm as possible so it is a good idea to let the class teacher know the day(s) that they will catching the bus as the bus leaves promptly at 3.05pm. It is advisable that a parent catch the bus with your child the first time.

## **SMOKEFREE**

Our school is completely smoke free at all times.

## **SPORTS**

Swimming: As part of our classroom programme, water safety is taught during Term 1 in our school pool. We encourage children to be actively involved and swim as often as possible. Depending upon the weather, we also try to teach water safety in the later part of Term 4. Swimming Sports Days are held by the Year 4-6 once a year.

Waterwise: In Year 5 & 6, children are offered the opportunity to learn to sail in optimist yachts at Waiake Beach and to learn safe kayaking and beach swimming skills. This is dependent upon swimming ability and children need to have passed the Waterwise swim test. For those who have not passed, swimming skills and water safety are developed in the sea. Waterwise take place in Terms 1 & 4 and is weather dependent.

Netball: Teams are formed for winter competitions during Terms 2 & 3 with a shorter, non-competitive summer season in Term 4. Games are played at Netball North Harbour on Wednesday for Year 6 and at Pinehurst School on Saturday mornings for Years 2 to 5 competitions. Year 1 students can play in the spring competition.

Miniball / basketball / little league: Miniball is a modified version of basketball. It is offered on a term by term basis and games are held at the East Coast Bays Leisure Centre. Year 3 & 4 games are held on Tuesdays, Year 5 & 6 on Fridays and Year 1 & 2 Thursdays (Years 1 & 2 is a non-competitive skills based introduction to Miniball).

Hockey: Hockey is offered in Terms 2 & 3 for children in Years 3 to 6. Games are played on Mondays at the Rosedale Turf. Teams are 6-aside with reserves. In Term 4 there is a short season of 6 weeks of Summer Hockey to try the sport.

Flippaball: This is a modified version of waterpolo. It is offered on a term by term basis and offered to children in Years 5 & 6. Games are held at the Millennium Institute on Sunday afternoons. Students must feel comfortable and competent in the water.

Rippa rugby / touch rugby: Rippa is offered to Years 3 to 6 children and teams participate in tournaments during school time. Touch is offered in Term 4 and games are played Mondays after school.

Tennis / Cricket / T-Ball / Soccer / Rugby / Rugby League: We have clubs locally with teams in these codes for children of primary school age. Registration details are placed in our school newsletter as and when we are advised of these dates or you can check out the club web pages directly for details.

Interschool sports events: Teams are generally selected from Year 5 & 6 students

|        |   |
|--------|---|
| Term 1 | Swimming  |
| Term 2 | Cross Country, Rippa Tournament, Netball Field Day                          |
| Term 3 | Cluster Schools Winter Sports Day, Rugby, Soccer, Hockey, Netball, Miniball |
| Term 4 | Athletics   |

All of our teams are dependent upon parent support. Without their continuing efforts and offers of time and energy, the opportunities would be significantly limited. Parents enable our teams to exist through their contribution as coaches and managers of teams. We really appreciate the commitment made by parents in these roles and the ongoing support and encouragement they give to team members. Prior experience is not necessary as support and training is given.

Please see website for more information.

Please see next page for Sports Uniform information.

### **SPORTS UNIFORM**

All students playing a team sport (such as basketball/miniball, hockey, netball etc) will need to purchase a sports shirt from our uniform supplier Janbells. We encourage all parents to purchase the sports top for their child to wear at school events like athletics, cross country, rippa etc.



### **SUNSCREEN**

Please ensure you apply sunscreen to your children at home before they come to school. We have sunblock available in the school office for students to use should they need to reapply during the day. Sunblock will be sent with first aid kits on all school trips for students to re-apply.

### **SUN HATS**

School sun hats are compulsory in Terms 1 and 4. Children without a hat at school during that time will only be permitted to play in shaded areas. Hats can be purchased from Janbells Uniforms and at the school office.

### **STATIONERY**

Lists are given to each student at the end of each year detailing requirements for the following year and can also be found on our school website - <http://www.torbay.school.nz/parent-info/stationery/>.

Stationery required for the start of the year should be purchased from retail outlets prior to the start of the school year. From Term 2 onwards, replacement stationery can be purchased at the School Office between 8.30am - 8.50am. New entrant children can purchase a New Entrant Stationery Pack from the school office (Terms 2 to 4) or from stationery retailers. We sell book bags all year round.

Please ensure you purchase the recommended brand of exercise books and do not send novelty stationery to school (such as Smiggles items etc) as such stationery will be returned with your child for home use.

### **STUDENT LEARNING CONVERSATIONS AND REPORTS**

Early in the year you will have a chance to meet the new teacher and discuss class routines, homework and what is expected of your child.

During Term 1 all families will be invited to attend a Goal Setting Learning Conversation.

At the beginning of Term 3 you will be invited to share your child's learning at another Learning Conversation. The students are involved in this meeting to discuss and share their learning, reflecting on achievements and establishing next steps in their learning.

A Summary of Learning will be issued during the year.

Written reports are completed at the end of the year and are sent home with pupils in the last week of the year.

If you have something to discuss, please make an appointment with the teacher directly or through the school office.

### **SWIMMING POOL**

During the summer months keys to the swimming pool are hired out to parents. This is usually advertised in our weekly newsletter during Term 4 and a list of rules and instructions are given out with the keys. Payment



includes a bond which is refundable at the end of the season once a key is returned to the office. Keys are issued on a first in first served basis.

## THE SCHOOL DAY

### All students should be at school by 8.45am

|          |  |
|----------|--|
| 8.30 am  | First bell – children welcome in class.  |
| 8.50 am  | Tone – ready for the day - time for parents to leave the school grounds.   |
| 8.55 am  | School Bell - The Electronic Roll is recorded and all administration completed. Any students that are late must be recorded at the Office before going to class to ensure that parents are not contacted because of absence. |
| 10.30 am | Morning Interval   |
| 10.50 am | Return to class – headcount.   |
| 12.30 pm | Lunch. Children are supervised for lunch eating until 12.45 p.m.   |
| 1.25 pm  | Tone – indicating that the lunch break is ending   |
| 1.30 pm  | Afternoon classes begin. Electronic Roll is recorded   |
| 3.00 pm  | Final Bell – children are released from class. All Y1 students are to be collected.  |

## TRAVELWISE

Torbay School is a TravelWise School. We are committed to providing our students with safe, sustainable and healthy options for travelling to and from school. Please refer to the TravelWise sheet in your enrolment pack, our school website or contact the school office for further information.

## UNIFORM

Torbay School does have a compulsory school uniform. The school and sports uniform can be purchased at Janbells Uniforms, Shop 7, 408 Beach Road, Mairangi Bay. Ph. 478 3450.

[www.janbells.co.nz](http://www.janbells.co.nz)

### Our uniform is:

**Compulsory** Blue short sleeved polo  
Blue full zip fleece jacket, or  
Blue half zip fleece sweatshirt  
Black bucket hat (Term 1 and 4)

**Options** Students may wear any tidy plain black shorts, skirts, trousers or leggings

**Footwear** Sensible sandals or shoes (no crocs or jandals), preferably black, blue or white and able to be done up by children.

**Socks** Plain white, dark or school colours

Please refer to previous page for Sports Uniform information.





Please ensure you name all items of clothing. Embroidering names on the outside of uniform is acceptable. Students are permitted to wear plain black, blue or white short sleeve thermals under their uniform in winter months.

### VISION AND HEARING

Waitemata District Health Board provides free vision and hearing screening for eligible children. Vision and Hearing Technicians visit our school to test students at various times during the year. Please complete the consent form given to you at enrolment and return to the office.

### VISITORS

To meet the requirements of the school's Health and Safety Policy and Guidelines as set out on our website, all visitors (including parents, caregivers and any other person(s) in relation to a student or staff member at Torbay School) to the school between 9am and 2.45pm must sign in and out at the school office.

### WALKING SCHOOL BUSES

We have several "Walking School Buses" operating. These are groups of children who walk to school together, supervised by volunteer parents who walk with them to ensure their safety.



Each bus has a set starting point and leaving time and picks children up at defined "bus stops" along the way. Not only is this good exercise, it also cuts down on the amount of traffic on the roads around the school. Details of the routes and contact people for each route are available from the office.

### WEBSITE

[www.torbay.school.nz](http://www.torbay.school.nz) Our website contains information about the school and its people, newsletters, school activities, and things we want to celebrate.

### WHEELS DAY

At times during Terms 1 and 4 students are invited to bring their scooter or skateboard (no bikes) to school to ride on the netball court during lunchtime (weather dependant). Children must wear sensible shoes and a helmet. Information for this will be read on daily notices or advised to parents in the school newsletter. Students are required to walk their scooter/skateboards into school and only use them during the allocated lunch break.

- **Years 1-3** – Usually on Fridays when the older students are away at Waterwise we allow the younger children to bring their scooter or skateboard to ride on the netball court during lunch break.
- **Years 4 to 6** – Usually on Thursdays only the year 4-6 children may bring their scooter or skateboard to school to ride on the netball courts during lunch break.



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