



Tuesday 7<sup>th</sup> February 2017

Term 1

Issue No.1

Email: [office@gracefield.school.nz](mailto:office@gracefield.school.nz)

Website: <http://www.gracefield.school.nz>

### Welcome Back

A big welcome back to everyone. A special welcome to all those new students and parents to Gracefield School. We look forward to a great year.

Please read this newsletter very carefully. It contains a lot of specific information that is key to the smooth running of the school.

# THE GRACEFIELD NEWS

## Staff and Classes for 2017

Below is the list of staff at Gracefield for the 2017 school year.

Room 1	Jan Riley	New Entrants
Room 2	Glenda Montgomery	Year 1
Room 3	Gavin Hughes	Year 3/4
Room 4	Natasha Corrales	Year 2
Room 5	Jill Nickel	Year 2
Room 6	Tracey Mitchell	Year 5/6
Room 7	Joanne Gallacher	Year 5/6
Room 8	Sarah McAuliffe ( <i>Senior Teacher for Middle Synd</i> )	Year 4/5
Room 9	Kristian Day	Year 3/4
Principal	Simon Edmonds	
Deputy Principal	Hamish Regan ( <i>Senior Teacher for Junior Synd</i> )	
Office	Robyn Luke	
Reading Recovery	Jo Mitchell	
Caretaker	Richard Lang	
Learning Support	Corina Baker	
Library	Justine McFadden	
Teacher Aides	Lynne Jackson, Jenny Brewerton, Rosanne Holmes, Sarah Mahy, Beba Brooks, Melanie Dee, Jacqui Walker, Mel Manu, Karen Shepherd, Shelley Campbell-Hickford	

### Fredo

Fredo the Fridge Frog will be coming home with this newsletter. Please keep him in a safe place because he contains all of the important dates for the term.

### School starts

The bell to start school goes at **9am**, but it's a good idea to arrive at or before 8.50am so the children have time to put their bags away and settle in for school before the bell goes.

### Hours:

Morning Break	9.00am to 3.00pm
Lunch Break	10.30am to 10.50am
	12.30pm to 1.30pm

### Arrival time for children at school

Officially we do not take charge of the children until after **8am** in the morning. We ask that parents do not drop children off before this time, simply because teachers are busy in their classrooms and are unable to ensure children are safe.

### **Gracefield School Digital Users Permission**

Due to the increasing every-day use of technology online at school by students, we are introducing a new permission form to streamline the permission process for using ICT within the school.

Parents will only need to complete the *Gracefield School Digital Users Permission* form once, as the permission will apply for the entire time the child is at Gracefield School.

At the start of each year, all students in years 3 -6 will sign a *Student Internet Users Agreement*, agreeing to use school equipment respectfully. A copy of this is included with the adult permission form so you can discuss it with your child.

Please ask your child for these forms today if they have not shown it to you already and return to school by the end of the week. Until it is returned signed, your child will not be allowed to use the schools ICT facilities.

### **Fish and Chip Meet the Teacher Night**

On **Wednesday, 15<sup>th</sup> February** we are to have our meet the teacher night. We plan to have fish and chips on the field from **5:45pm** and then will move off to classes at **6:30pm**. More information will be coming home about this in next week's newsletter, but in the meantime please look to put this evening aside.

### **Newsletter/website**

A newsletter comes home every Monday (one per family). This is emailed to everyone who has a working email address. If for some reason you miss getting this, it can be found at our website: [www.gracefield.school.nz](http://www.gracefield.school.nz) (and on our facebook page at <https://www.facebook.com/Gracefield-School-190705257724261/>). The website also has lots of useful information about the day-to-day running of the school. If you do not get a newsletter emailed to you at any stage, please email me personally ([s.edmonds@gracefield.school.nz](mailto:s.edmonds@gracefield.school.nz)) with the following heading in the subject line "did not receive newsletter by email." Then can you give your name and correct email address, so we can amend our records. **It's vitally important that you do this.**

For parents that don't have email, a paper copy will go home with your eldest child.

### **Sports**

#### **Total Touch 2017**

A notice went home last week for those children interested in playing touch for Gracefield School in Term 1. The games will be played on Fridays, from 4pm, at Hutt Park. Term 1's competition will start on **Friday 24<sup>th</sup> February** and run for 6 weeks.

Please make sure you fill out the form and have it returned to Natasha Corrales in Room 4 by today **Tuesday, 7<sup>th</sup> February** or your child will miss out on being in a touch team this year.

The cost will be approximately \$25-\$30 per child, and will be confirmed once the number of children in each team is known.

#### **Weet-Bix Tryathlon**

A reminder that we are entering a school Tryathlon team in this years Weet-Bix Tryathlon. It is being held at the Hutt Rec Ground, on Thursday, 16th March for 7 year old children and older. Parents/Caregivers will be responsible for taking their child to, and from the event. Please also

remember to select 'Gracefield School' in the drop down menu on the online entry form. Please go to [www.tryathlon.co.nz/locations/hutt-city/](http://www.tryathlon.co.nz/locations/hutt-city/) to enter or for more information, or see Gavin in Room 3.

**Weet-Bix Tryathlon Swim Passes** - All tryathletes who enter the Weet-Bix Tryathlon will receive a free swim pass to access Hutt City pools free of charge on Sunday afternoons. These will come home today. If your child has entered, and does not receive one, please see Gavin in Room 3.

### **EOTC Sausage Sizzlers**

We are looking for people who are able to help us with our sausage sizzlers. These are held to raise money for our EOTC week and would require a couple of hours of your time once (sometimes twice) a term. If you are happy to go onto the list, can you call Robyn in the office.

### **Absent or Late Students**

Below you will find important information about student absences.

We are required by law now to record whether a child's absence is justified (for a good reason) or unjustified (for no good reason). I thought it appropriate to explain what is considered justified or unjustified.

Please read this carefully.

#### ***Examples of justified absence***

- The child is sick or injured to the extent that they would not be able to take part in the school programme. We would expect a child to return when they are no longer infectious/injured and able to get through the school day.
- The child has a specialist appointment (although we would expect the child to come to school after this).
- The child is unavoidably absent. An example of this would be, travel home from a holiday was interrupted by a mechanical breakdown.

#### ***Examples of unjustified absence***

- The parent or a sibling is sick
- A sibling has a specialist appointment
- It is the child's (or siblings or family members) birthday
- The car has broken down
- The child does not want to come to school. If this is the case, then we need to find out why this is. I would encourage you to ring me immediately if this were to happen.
- The issue of whether it is acceptable for a child to go on holiday during the school term, is a difficult one. In many countries this is in fact against the law, however in New Zealand it is not so clear. What we do ask is that you make every attempt to minimise your child's absence from school. We know without doubt (and there is concrete evidence to back this up) that there is a link between absenteeism and reduced academic progress.

#### **Other important information:**

- If your child is going to be away from school, we ask that you ring the school phone number **(5695422)** and leave a message on the absence line. You can get this by **dialling 1** during the welcome message. Please state your child's name and room number and why they are away. It is really important that you do this, because if you don't, Robyn has to contact every parent personally and this can take an enormous amount of (her) time. In an effort to

make contacting us even easier, we have a number you can text, do not ring this number because your message won't be cleared. It is a text only phone. Text the same information as if you were leaving a message on the absence line. The number to text.....**022-1733071**.

- Please note, a child is recorded as **truant** if there is no message from the parent and we can't contact them.
- If you know that your child is going to be away on a specific day, can you please tell both Robyn and their teachers. Robyn needs to know because she keeps track of the absences.

### **Late arrivals and picking up your child(ren) during school hours**

Just a reminder to parents that if your child arrives after 9am, you must sign them in in the **LATE BOOK** at the office. If you are picking up your child during school hours, you must drop by the office and sign them out in the **LOG OUT** book. Let Robyn in the office know if you are taking them out of school for the whole day or bringing them back, and as a courtesy tell their class teacher as well. If you are bringing them back to school, they need to be signed back in by filling in the "Return Time" in the LOG OUT book.

### **School Donations**

School donations are \$20 per term per child, or \$80 per annum per child, or \$50 per term for a family of 3 or more children. You can pay your donations either by cash or cheque to the office or by Direct credit or Automatic payment to the school bank account. If paying to the school bank account, you need to reference your **child's name** and **what the payment is for** i.e. school fee.

Bank account details:	Bank & Branch:	ASB Bank, Queensgate
	Acct Name:	Gracefield School
	Acct Number:	<b>12-3142-0035595-00</b>

### **Hats**

All children are required to wear a sun hat during Terms 1 and 4. This is so they can be protected from the harsh ultraviolet rays from the sun. If children forget their hats, they are asked to sit under the veranda for the duration of morning tea and lunchtime.

### **Guitar Lessons**

Charles Hazlewood will once again be offering guitar lessons at Gracefield School on Fridays.

The lessons cost \$10 for a 30 minute session and take place during or after lunchtime.

The lessons are available for Year 3 - 6 students. He uses songs and tunes to show how to use the guitar as an accompaniment to singing, or as a solo instrument. It's educational and lots of fun! All learning materials are provided, but you will need a guitar and clearfile.

Lessons will begin on **Friday, 10<sup>th</sup> February**. If you would like your child to be part of this programme, **please fill in the attached slip at the bottom of the newsletter and return to Gracefield on or before next Wednesday, 8<sup>th</sup> February.**

*Please note these lessons are offered on a term by term basis and not week by week.*

### **NZCU School Banking**

It is with regret that I need to inform you that due to circumstances beyond our control NZCU Baywide is no longer able to continue school banking for primary aged children in Lower Hutt from 2017.

The children who bank with us can continue to do so by visiting the branch with their parents or guardian to make future deposits or withdrawals from their Jimmy J account. The funds can also be deposited through internet banking.

Sanjay Govind, Manager, NZCU Baywide, Lower Hutt

## **Lunches**

Sadly our volunteers who prepared the school lunches on a Friday are no longer able to do this. This means that we desperately in need of a volunteer (or two) to take on this role. It would mean being available on a Friday for a couple of hours to take the orders and then prepare and distribute the food.

If you think this is something you might be interested in taking on, can you please give Robyn a call in the office on 5695422. If we have no one come forward then we will have no option but to withdraw this option for the children.

Parents are reminded that there is NZ Kids Food available to order. To register and order go to the website at [www.nzkidsfood.co.nz](http://www.nzkidsfood.co.nz)

## **Student(s) Detail updates**

If you have moved or changed any of your home or work contact details such as phone or mobile numbers, you need to send your new details to Robyn in the office so that she can update our student information. The last thing we want is an emergency and we can't contact parents because contact details haven't been kept up to date.

## **School Patrol**

Our school patrol will be in operation this week. The purpose of this is obviously to get the children across the road safely, and at the same time encourage our Year 6 students to take responsibility for someone other than themselves. We need parents to help us support the children by volunteering to help out on patrol. There are two times for patrollers to be on duty. Mornings start at **8.25am** and afternoons at **2.55pm**. If you are able to help with one of these times, could you please tell Robyn in the office ASAP or fill in the attached form below and return to school. We very much appreciate the work these parents do in keeping our children safe. *You do not need to be the parent of a child who is on patrol at the time, to help.*

## **After School Care at Gracefield**

After school care is provided at Gracefield by Gracefield OSCAR. This operates in the Gracefield School Hall from **3pm until 5.30pm** each school day. If you would like to know more about this, contact Sandra on 021 215 3505 or 972 1511, or feel free to go and see her and have a look for yourself in the afternoons.

Sandra also operates a Holiday Program in the Gracefield School Hall.

This is called Superkids Gracefield, so bear this in mind for your holiday care. Enrolments are taken towards the end of each term.

### School Term Dates 2017

<b><u>Term 1</u></b>	Wednesday, 1 <sup>st</sup> Feb - Thursday, 13 <sup>th</sup> April
<b><u>Term 2</u></b>	Monday, 1 <sup>st</sup> May - Friday, 7 <sup>th</sup> July
<b><u>Term 3</u></b>	Monday, 24 <sup>th</sup> July - Friday, 29 <sup>th</sup> Sept
<b><u>Term 4</u></b>	Monday, 16 <sup>th</sup> October - Friday, 15 <sup>th</sup> Dec

### School Patrol Helper

I am happy to help with patrol on the following days and times:

Days: (Please circle) **Monday** **Tuesday** **Wednesday** **Thursday** **Friday**

Times (Please circle) **8:25am** or **2:55pm**

Name: \_\_\_\_\_

Day - contact number: \_\_\_\_\_

Child's Name: \_\_\_\_\_

### Guitar Lessons

My child wants to take guitar lessons. I understand that lessons are for Year3-6 children and the cost is \$10 per lesson and I need to purchase a guitar and supply a clearfile:

Child's Name: \_\_\_\_\_ Room No: \_\_\_\_\_

Parent's email address: \_\_\_\_\_

Signature: \_\_\_\_\_

Please return this form, to the office by this **Wednesday, 8<sup>th</sup> February**