



Rotokauri
PRIMARY SCHOOL

INFORMATION BOOKLET 2025



**Tena koutou katoa,
He mihi nui tenei ki a koutou katoa
Nau mai haere mai ki te kura o Rotokauri**

Greetings to you all
A big welcome to everyone
Welcome to Rotokauri School

Rotokauri School offers your child a positive, nurturing, family learning environment. Our students are well supported by their peers, staff and parents in a welcoming community.

This booklet welcomes you as parents / caregivers of a child who attends Rotokauri School and summarises information parents and students are most likely to find useful.

SCHOOL INFORMATION

Address: 462 Rotokauri Road
R D 9
Hamilton 3289

Phone: (07) 849 5068

Email: office@rotokauri.school.nz

Website: www.rotokauri.school.nz

Facebook: www.facebook.com/RotokauriSchool



TABLE OF CONTENTS

2025 Terms and Holidays.....	9
Advertising in the newsletter	9
Assemblies	9
Attributes.....	6
Attendance Procedures.....	9
Beanies.....	10
Board of Trustees	8 & 10
Car park	10 & 18
Cellphone Policy	10
Children's Duties	10
Communication with Parents.....	11
Community Involvement	11
Contact Details.....	11
Cycling to School	11
Dental Treatment	11
Emergency Procedures.....	11
Environmental Initiatives.....	12
First Aid and Medication	12
Homework	12
Interschool Sports	12
Lost Property... ..	12
Lunch Orders	13
Mission Statement.....	5
No Nuts or Sharing Food Please.....	13
Office	13
P.T.A.	8 & 13 & 17
Principal's Comment.....	4
Principles of our Rotokauri Curriculum.....	7
Publishing Permission / Internet Use.....	6
Reporting.....	14
Scholastic Book Club	14
School Activities Donation	14
School Camps	14
School Hours	9
School Information	2
School Library	15
School Shirts	15
School Structure and Progress	15
Special Programmes	15
Staff Members	8
Stationery	15
Sunhats	15
Swimming / Physical Education.....	16
Swimming Pool—After School and Weekend Use	16
Values	5
Vision	5
Walking to / from school.....	16
Where Parents Are Not Together	16

PRINCIPAL'S COMMENT 2025

Thank you for selecting our school for your child's education. We want your child to flourish socially, emotionally, physically and educationally.

Our school believes in providing a positive environment, ensuring that children look forward to attending school.

By having positive relationships between children - teacher - parent we have children that are more engaged in their learning.

We operate an open door policy at this school. Parents are actively encouraged to be a part of our school culture.

Our school logo says Together We Grow, Together We Learn and this is embedded in our motto of being a TEAM

T ogether
E verybody
A chieves
M ore

Together we will make your child's education as happy, balanced and successful as possible.

Welcome to Rotokauri School.

Kind Regards

Desiree Smith
PRINCIPAL



The foundations of our curriculum are built on the following:

MISSION STATEMENT

Our positive environment will actively engage us all in learning.

VISION

Together We Grow	Together We Learn
<ul style="list-style-type: none">• Unity (Kotahitanga)• Inclusive (Manaakitanga)• Guardianship (Kaitiakitanga)	<ul style="list-style-type: none">• Innovative (Auahatanga)• Happy (Uruhau)• Responsible (Tuutika)

VALUES - REACH

R - Respect E - Empathy A - Active Learning C - Courage H - Honesty

Respect Whakaute

This means we show that we value ourselves, value others, our school and our environment.

We know that we value this when we:

- Choose to behave appropriately in different situations.
- Look after ourselves, each other, our school and the environment.
- Include others and be accepting of their differences and opinions.
- Treat others the way we would like to be treated.

Empathy Ngākau Aroha

This means we are able to step into the shoes of another person and try to understand their thoughts and feelings.

We know that we value this when we:

- See through the eyes of another person.
- Listen to others' feelings and points of view.
- Use our empathy to support others during difficult times and this will guide our actions.

Active Learning Mātātoa

This means that we don't give up, even when we are challenged.

We know that we value this when we:

- Think about our learning.
- Learn from our mistakes.
- Practise to reach our goals.

Courage Mārohirohi

This means that we are brave as we face new experiences and difficult situations.

We know that we value this when we:

- Are willing to try new experiences.
- Face things that are difficult or scary.
- Make the right choice, even if it is hard for us.
- Take risks in our learning.

Honesty Ngākaupono

This means speaking and acting truthfully.

We know that we value this when we:

- Are responsible for our choices and actions.
- Tell the truth even if it is hard for us.
- Do the right thing, even when no one is watching.

ATTRIBUTES

A Rotokauri Learner

I am always
CREATIVE
and
CURIOUS

Collaborator

I am a **collaborator**
when I listen to ideas and
share my thinking with others.

Remember... We are a T.E.A.M
Together **E**veryone **A**chieves **M**ore

Communicator

I am a **communicator**
when I competently and
effectively communicate
using appropriate media.

Problem Solver

I am a **problem solver**
when I identify a problem
or issue, and identify the
best possible solutions.

Questioner

I am a **questioner**
when I ask a range of
relevant questions to support
the desired outcome.

Risk Taker

I am a **risk taker**
when I am keen to give new
things a go, displaying a
positive attitude.

PUBLISHING PERMISSION / INTERNET USE

Rotokauri School may include examples of students work and images of individuals and groups of students in activities at the school in its newsletters, website and Facebook page. Rotokauri School publishes student material online for the following purposes:

- To educate the students in accordance with the National Curriculum including the role and use of technology in society.
- To encourage the student to be a part of and participate in the school community.
- To promote the school and student achievement in the wider community.

If you **do not** want your child's photo to be published in school printed or online publications, we ask that you write a letter to the school outlining your specific permissions and drop it into the school office as soon as possible.

Also, while your child is attending Rotokauri School, there will be times that they are instructed and supervised using the internet to improve their learning experiences.

PRINCIPLES OF OUR ROKOKAURI CURRICULUM

These principles guide the direction
of the Rotokauri Curriculum.

Learning to Learn

Students will develop the skills to manage their own learning.
Students will reflect on their learning process.

High Expectations

Students will be encouraged to achieve personal excellence.
Students will celebrate their own and others' successes.

Coherence

Students will experience a balanced curriculum incorporating all learning areas,
key competencies and values.
Students will be encouraged to make connections in their learning.
Students will experience a supported transition to their next learning challenge.

Community Engagement

Students will be positively supported by an actively involved learning community.

Inclusion

Students will have their needs catered for in an equitable way.

Cultural Diversity

Students will respect cultural differences and traditions.

Treaty of Waitangi

Students will have the opportunity to learn Te Reo Māori.
Students will be supported by the Māori community.

Future Focus

Students will explore future focused concepts such as sustainability, citizenship,
enterprise and globalisation.
Students will be involved in environmental sustainability practices.



BOARD OF TRUSTEES

The Board meet monthly. Any person may attend these meetings. Meetings are usually held on Tuesdays nearest the 20th of each month. Members are:

Paul Burt	Presiding Member	pburt.bot@rotokauri.school.nz
Brad Kells		
Sue Esselbrugge		
Nick Hoebergen		
Sarah-Lee Crellin		
Desiree Smith	Principal	
Andrea O'Rourke	Staff Trustee	
Sarah Dyer	Minute Secretary	

STAFF MEMBERS

Desiree Smith	Principal	dsmith@rotokauri.school.nz
Jaimee Carter	Deputy Principal SENCO	jcarter@rotokauri.school.nz
Mary Evans	Room 1 (Rata)	mevans@rotokauri.school.nz
Andrea O'Rourke	Room 2 (Manuka) Assistant Principal Junior Syndicate Leader	aorourke@rotokauri.school.nz
Anna Baker	Room 3 (Totara)	abaker@rotokauri.school.nz
Ally Reichelt	Room 4 (Ponga)	areichelt@rotokauri.school.nz
Selma Booyens	Room 5	sbooyens@rotokauri.school.nz
Diana Donovan	Room 6 (Puriri)	ddonovan@rotokauri.school.nz
Claire Walker	Room 7 (Matai)	cwalker@rotokauri.school.nz
Julie Bradshaw	Room 8 (Nikau)	jbradshaw@rotokauri.school.nz
Sam Brinkworth	Room 9 (Kauri)	sbrinkworth@rotokauri.school.nz
Jane Rickman	Room 10 (Kahikatea) Senior Syndicate Leader	rickman@rotokauri.school.nz
Sharon Verstraten	Administration Officer	office@rotokauri.school.nz
Raewyn O'Brien	Teacher Aide	
Sarah Dyer	Teacher Aide / Library	
Kat McGonigal	Teacher Aide	
Cherie Moroney	Teacher Aide	
Helen Rose	Teacher Aide	
Bernie Ridley	Caretaker	

P.T.A.

Contact Address:	pta@rotokauri.school.nz
Jill Cameron	Chairperson
Brooklyn Winikerei	Treasurer
TBC	Staff Representative
Desiree Smith	Principal

2025 TERM AND HOLIDAYS

Term 1 Monday 3 February - Friday 11th April
Term 2 Monday 28th April - Friday 27th June
Term 3 Monday 14th July - Friday 19th September
Term 4 Monday 6th October - Tuesday 16th December

Public Holidays - 2025 (term time)

6th February - Waitangi Day
2nd June - King's Birthday
20th June - Matariki
27th October Labour Day

SCHOOL HOURS

8.55 am - 11.00 am
10.00 am - 10.05 am (there is a short brain break)
11.00 am - 11.30 am (morning interval)
11.30 am - 12.30 pm
12.30 pm - 1.20 pm (lunch)
1.20 pm - 3.00 pm

Children should leave home so as to arrive at school between 8.30 and 8.50 am. The bell is at 8.55 am when all children are expected to move to classrooms. Learning starts at 9.00 am. Please assist to keep lateness to a minimum.

If children arrive at school prior to 8.30 am they must wait in the bus bay. Children should leave or be picked up by 3.30 pm.

There **will not** be any shortened day for wet weather. Supervised games and other activities will be organised at wet lunch times.

ADVERTISING IN THE NEWSLETTER

A business card size advertisement can be placed in our newsletter for \$60.00 for a year. We publish 20 newsletters a year. Some people may want to trial the success of advertising in our newsletter by paying \$15.00 for five inserts (1 term) or \$5.00 for one newsletter.

ASSEMBLIES

A full school assembly is held each week (2.25 pm on Fridays). This is a celebration time where classes, teams and individuals are commended for their achievements. Assemblies are held outside Room 4 or in the MPR. Parents are welcome to attend assemblies. General notices are communicated at a short assembly on Mondays at 2.15 pm for staff and students.

ATTENDANCE PROCEDURES

From time to time, students need to have time off school. **Please call the office on 8495 068 and press 1 for absences on the answer phone. State your child's name, class and reason for your child's absence. Alternatively you can email office@rotokauri.school.nz with the same information. Parents will be phoned for any unexplained absences.**

Child absences at Rotokauri School are tracked electronically by the classroom teacher at 9.00 am and 1.30 pm. Poor attendance at school hinders the social and academic progress of students. Continued unjustified absence will result in an interview with the Principal. Late arrival at school is also monitored.

It is important for your child's health and safety that we know where your child is at all times.
Thank you for your co-operation.

If you wish to take your child/children from school for a regular day / time (e.g. Nature School, tutoring) or an extended period of time (e.g. holiday) please contact the Principal to complete the appropriate Leave Request documentation prior to making arrangements.

BOARD OF TRUSTEES

The Board of Trustees provide strategic leadership and direction for our school. They work in partnership with the community, students, staff and Government to ensure the best possible outcomes for all students. The BOT comprises 5 parent representatives, the Principal and a staff representative. Board meetings are held once a month.

BEANIES

The Student Council have sourced Rotokauri School beanies which are the only headwear to be worn in Term 2 and 3. They are available from the office for \$15.00.

CAR PARK

We have tried to make our car park system as simple as possible. There is a drop off zone to the left of the top car park. Please follow the procedures below when using our car park.

1. If you are going to leave your car to collect your child from the classroom please **do not park in the drop off zone.** If your child is not already waiting at the drop off zone, please park in a car park and wait for them so you do not hold up traffic moving forward in this area.
2. Please continually move to the front of the drop off zone when the opportunity arises because of a departing car.
3. Please don't encourage your children to run across the car park to your car. They should use a pedestrian crossing.
4. Please do not drop off or pick up children at the pedestrian crossing as this can cause a build up of cars behind you on Rotokauri Road.
5. Please follow road rules for entry and exiting vehicles. We encourage all adults to role model our expectations, so please use the pedestrian crossing rather than walking across the carpark.
6. Gate 1 is for students in Years 1-4 (and siblings).
Gate 2 is for students in Years 5-8.
7. Adults are required to follow the appropriate rules as role models for the children.
Please view the map of the carpark on the back page of this booklet.

CELLPHONE POLICY

Students are not allowed cellphones at school during school hours. At certain times students may need to bring a cellphone to school. If this is necessary it must be handed into the office for the day and be accompanied with a signed note from a parent / caregiver. Students / parents can communicate through the phone in the office or staffroom. Children must ask a teacher's permission before using our phones.

CHILDREN'S DUTIES

Students in the senior classes are required to assist with a duty at the end of a school day. As long as the child works diligently, the task should take no longer than 5—10 minutes. Not only does the duty system encourage children to take greater care of the school and foster pride, but it provides a worthwhile source of income. This is because the Board of Trustees pays a lump sum to the senior school camp fund each year in recognition of the work done by the students.

COMMUNICATION WITH PARENTS

Regular contact is made between the school and families through different methods. Our school newsletter is published once a fortnight, on a Thursday. This usually is emailed to families but a hard copy can be requested.

Our school website features general information about the school, school event calendar and class webpages.

The school Facebook page is a great way to see photos from events and read good news stories.

Seesaw: The Learning Journey app is used by students and teachers in Rooms 1-4 to share their learning with families. This app is available on iPhone, Android and Internet Explorer pages. Teachers can provide the log in details for your child. The senior school (Rooms 5-8) use Google Classrooms.

COMMUNITY INVOLVEMENT

Education is a community endeavour and we invite parents and the community to be involved in school activities. In an effort to enhance Parent—Teacher communication and facilitate our school's programmes, volunteers are welcome to help in the classroom, on school trips and at school events.

CONTACT DETAILS

If you change your address, phone number, emergency contacts or there is a change in your child's medical condition it is important to advise the office immediately.

CYCLING TO SCHOOL

It is recommended that children should be ten years of age before biking to school and it is law that they wear Standard Safety Approved helmets. If your child is younger than 10, and you are allowing them to ride their bike to school, can you please inform us in writing. Please provide a lock for your child's bike.

DENTAL TREATMENT

Dental Therapists will contact you to bring your child in when they are due for checking. For any urgent dental treatment required outside this time you may contact the Crawshaw School Dental Clinic ph: 849 7308.

EMERGENCY PROCEDURES

As part of our school's safety policy, we have emergency procedures in place for fire, earthquake and lockdown incidents. These are practised regularly throughout the school year to ensure students and staff are familiar with them. If adults are on-site during these practices they will need to respond accordingly.

Fire:

- one continuous bell ring
- When you hear the alarm, leave the building by the nearest exit and assemble on the tennis court.

Earthquake:

When the ground begins to shake –

- Everyone will immediately DROP, COVER and HOLD

Lockdown:

- Lockdown is signalled by 10 short bells
- Students and visitors move to the nearest classroom available
- Teachers move to their classrooms
- Everyone remains quiet and remain low to the ground

ENVIRONMENTAL INITIATIVES

At Rotokauri School we encourage children to care for our environment through a number of environmental initiatives. In 2025 we will have operating –

- Enviro Schools – this involves empowering the students to plan, design and implement sustainability projects in our school and community.
- S.C.E.N.T Garden (Sensory Classroom & Educational Nature Trail) – opened in November 2020 after much fundraising by the PTA, this garden has been designed to appeal to all the senses and is a place for the children to explore, learn and relax in.
- Enviro Group – this is a group of children with an interest in their environment. They meet once a week and work around the school to make improvements.

FIRST AID AND MEDICATION

First aid material is kept in the sick bay. In the case of serious accidents, two teachers decide on the action to be taken. Parents are contacted as quickly as possible. From time to time children require medication. All requests will be on the Parent Request for School to Administer Medication Form. Prior approval must be sought / given before any medication is given. Please do not bring 3 times a day antibiotics to school to be administered - this dosage is manageable at home. Only 4 times a day antibiotics will be given at school if needed. Ask for our Medication Policy for further details and a request form. Mrs Verstraten is in charge of the medication.

HOMEWORK

Homework is an opportunity to develop and consolidate: sound work habits, a positive work ethic, self-management skills and to make links between home and school life. Homework also encourages parents and children to work together on motivating tasks that add an extra component to the classroom programme.

Homework most commonly is reading, spelling, basic facts, times tables, completion of work and/or following up activities from class lessons.

Please help by hearing your child read or by reading to them and ensuring that books are returned each day. Also, remember to give lots of encouragement. Homework should not become a tense stressful time.

INTERSCHOOL SPORTS

These will take place throughout the school year. Where possible Year 4 and above students will be encouraged to participate in a variety of sports. As well as using buses, we rely on parents to provide transport. Our cluster group of schools include Whatawhata, Te Kowhai, Horotiu, Te Uku, Te Mata, Raglan and Waitetuna.

LOST PROPERTY

Lost articles can be found in the blue bin in the student foyer. Clothing will be returned to the owner when the article is named. Unclaimed clothing is held until the end of each term then it is given to charity. Children and parents should check the lost property bin regularly. Lost property items will be on display every Friday. Please ensure that all your child's belongings (clothing, shoes, towels, lunchbox, drink bottle, school sunhat) are clearly named.

LUNCH ORDERS

The P.T.A. run a lunch order system that operates on Wednesdays. Children are required to bring their money and order to the school office student foyer before 9.00 am. Lunches are distributed to the children at 1.00 pm in the MPR. Items for sale and prices are:

Lunch Menu is:

Mince Pie	\$ 3.50
Mince & Cheese Pie	\$ 3.50
Butter Chicken Pie	\$ 4.00
Small Mince Pie	\$ 2.50
Sausage Roll	\$ 2.50
Sushi	\$ 4.50 4 pack (salmon or chicken)
Sushi	\$12.00 8 pack (chicken and vegetables)
Sushi	\$ 9.00 8 pack (tuna and vegetables)
Subway	\$ 6.50 ham, beef or vegetarian

NO NUTS OR SHARING FOOD PLEASE

We have a number of students with nut allergies, which means that should they touch or eat nuts (even the tiniest amount) they could potentially have an allergic reaction called anaphylaxis. This can be life threatening as anaphylaxis affects breathing, blood pressure and can cause unconsciousness or death. Medication is held at school for these students and safety plans are in place. Nuts can hide in all sorts of places - muesli bars, biscuits and spreads. Packets of snack foods show on the labels whether they contain nuts and we ask parents/caregivers to be mindful of what is placed in their children's lunchboxes.

Rooms 6 and 8 are also WHOLE EGG FREE - no whole eggs or egg sandwiches due to children with severe egg allergies. In order to provide a safe environment for these children, we actively discourage children from sharing food at Rotokauri School. We would be grateful if you could discuss the potential dangers around sharing food at school.

OFFICE

The office is attended between 8.15 a.m. and 3.45 p.m. Monday—Thursday and 8.15 a.m. and 2.15 p.m. on Friday. If you require to speak to a teacher, please phone either before or after school or at lunch time. The school phone number is 849 5068. The most recent newsletter is displayed on the notice board by the office.

PTA

We have a dedicated group of parent and teacher volunteers that work together as the PTA. They fundraise for the school to benefit our children's learning and play, they support teachers in their classrooms by providing funds for purchasing extra resources for the school, they organise events for the school e.g discos, Car Show, they organise bought lunches and they strengthen the relationship between home and school. The work of the PTA is much appreciated and valued. Everyone who is a parent or caregiver of a child at Rotokauri School is warmly invited to attend PTA meetings and become involved in the PTA, either in a large or small capacity. This is a great opportunity to meet other parents and feel part of the school community. Meetings are held once a month in the school staffroom.

REPORTING

At Rotokauri School our door is always open, especially when it is to discuss your child's learning and progress. It is essential that we all have a clear understanding of your child's learning needs and progressions, and that we work together to support your child's learning.

We use a range of means to communicate individual student's progress throughout the year.

Written Reports

You will receive two written reports a year.

An interim report in Term 2 shows your child's progress against the curriculum levels and towards their learning goals, as well as identifying next learning steps.

An end of year report is the culmination of a year of learning and sums up your child's overall achievement and celebrates what has been learned.

When reporting, it is our aim to clearly show your child's progress and achievement in Reading, Writing and Maths, and to let you know of your child's participation and achievement in other areas of the curriculum such as Technology, Science, Social Science, Health, Physical Education and The Arts.

Student Led Conferences

Student Led Conferences are held in Term 3 and give your child the opportunity to have a conversation about their learning.

SCHOLASTIC BOOK CLUB

Twice a term children are given book club forms from which families can select books. Orders are organised by Sarah Dyer. Online orders, directly to Scholastic are preferred, otherwise send orders and cash to the school office.

SCHOOL ACTIVITIES DONATIONS

School donations are set at \$120 per child (\$30 per term), with a maximum of \$280 per family of 3 or more children. This donation provides an essential addition to the school's income and provides equipment, important classroom resources, library books, supports sports teams and aspects of our cultural programme. It does not cover visiting artists, trips to events outside school etc. Technicraft fees for Years 7 & 8 are separate at \$100.00 per child. Please use the Kindo payment system - shop.kindo.co.nz to pay for these. An information leaflet is in the enrolment pack.

SCHOOL CAMPS

School camps are a very important aspect of our total curriculum programme. Children find the camps most enjoyable and it is hoped that every child will have the opportunity to participate in these valuable outdoor educational experiences. We keep the costs for the camp at the bare minimum. Camp fees can be paid off during the year. You need to make arrangements for this at the school office.

School camps are in class groups, therefore it's up to individual teachers where and when camps are held.

SCHOOL LIBRARY

The Library has a wide selection of both fiction and non-fiction books which are available for borrowing by all children in the school. Each class is timetabled for library time once a fortnight. Books are issued and children are responsible for returning them by due dates. There is also a computer housed in the Library for children to use for searching for reference materials etc. A letter may be sent home requesting payment for missing books. The money is used to replace missing books. Please see that your child develops responsibility for looking after and returning borrowed books.

SCHOOL SHIRTS

The P.T.A. sell school shirts. These shirts are used for some of the school sports teams, on class trips and for interschool events. They can be purchased from the school office for \$36.50.

SCHOOL STRUCTURE & PROGRESS

Distribution of pupils throughout the school, at present, enables us to have the following class groupings.

Room 1	Year 1
Room 2	Years 1 / 2
Room 3	Year 2
Room 4	Years 2 / 3
Room 6	Years 3 / 4
Room 5	Year 1 (opens mid year)
Room 7	Years 5 / 6
Room 8	Years 4 / 5
Room 9	Years 6 / 7
Room 10	Years 7 / 8

SPECIAL PROGRAMMES

Our goal is to recognize those children with special needs / abilities as early as possible.

- Teacher Aide and SENCO time is programmed to assist children with special needs.
- Children with oral language needs are withdrawn for language enrichment.
- New Entrant tests are taken by the SENCO.
- Six Year Net testing is completed by the SENCO and then analysed to identify students who need further help in reading or writing.
- RTLB's (Resource Teacher Learning and Behaviour) and RT Lits (Resource Teacher of Literacy) may work with teachers to develop programmes to support your child's learning.

STATIONERY

We hold stocks of most stationery items required by pupils. Stationery can be purchased from the school office from 8.30 am to 9.00 am each day. Stationery requirements for the next year are sent home at the end of the year to be purchased in readiness for the following year. There is an online system through OfficeMax for ordering the start of year stationery.

SUNHATS

Wearing of Rotokauri sunhats is mandatory. Children wanting to play in an outside environment in Terms 1 & 4 need to wear their hat. Children who do not wear a hat must stay under the sunshade. School sunhats must not be decorated with embellishments or graffiti. Hats are available for purchase from the office at \$19.00 each.

SWIMMING / PHYSICAL EDUCATION

Unless your child has a doctor's note or a note from yourself, he or she is expected to participate in Physical Education. Often if they're too ill for Physical Education, they should not be at school. Swimming is part of our summer P.E. programme and only very good reasons, such as skin disease or genuine physical ailments, are accepted for exemption.

SWIMMING POOL - AFTER SCHOOL AND WEEKEND USE

The pool is available to parents and families of Rotokauri School, subject to the following conditions.

1. Entry is via the locked gate only. A limited number of keys are available for hire for the season. These are obtained from the school office for \$110 with a \$10 refund when the key is returned.
2. Key holders agree to any conditions which may be set from time to time. No copies are to be made of keys. Key holders agree to take responsibility for the pool and its patrons while they are in the school grounds.
3. At all times an adult (18 yrs) must be in charge of children from Yr 8 and below using the pool, and must ensure that safety and hygiene rules are observed.
4. The pool must be locked after use.
5. The grounds must be vacated at sunset.
6. No running is allowed in the pool enclosure. Jumping and flips are not permitted. The pool is too shallow for safe diving by children in the shallow end.
7. Before leaving the pool, you are responsible for the tidiness of sheds and pool surrounds, making sure no property or rubbish is left behind.
8. The successful after-hours use of the pool depends on the co-operation of all users. The Board of Trustees reserves the right to close the pool at any time, or to recall any keys at any time. ALL keys are to be returned to the school when requested.
9. Key holders are not to lend their keys to other families. The pool is for our school families and community only.

UNAUTHORISED USE OF THE POOL

1. Ask the name of the key holder. If entry has not been made by key, ask patrons to leave. Unauthorised swimmers are trespassing and if necessary can be evicted by the police if they refuse to leave.
2. Please report vandalism or hooliganism to Chairperson or Principal.
3. No polystyrene float boards are to be used in the pool.

WALKING TO / FROM SCHOOL

It is a parent's responsibility to decide whether your child is ready for the responsibility of walking to and from school. Your decision would consider if you live within walking distance to school and your child is able to walk a safe route.

WHERE PARENTS ARE NOT TOGETHER

Please help us by telling us if there are any special arrangements for your child e.g. picking up. Unless a court has ruled otherwise, both parents are entitled to copies of children's reports, and have the right to come to school to discuss the educational progress of their child / children and to attend school functions.

Rotokauri School PTA

Please return this form to the school office - thank you very much.

☐ I would like to be involved in the P.T.A. Please let me know when the next meeting is on.

☐ I am unable to join the P.T.A but I would like to help out from time to time.

I am also able to assist in the following ways:

☐ Fundraising assistance

☐ Free to assist during school hours

☐ Computer work at home

☐ School lunches

☐ Any other suggestions? E.g. contacts with helpful businesses.....

.....

.....

.....

.....

Name:

Address:

.....

Phone:HomeCellphone

Email:.....

