# Thames High School

Te Kura Tuarua o Te Kauaeranga



Kia kōtahi ai te piki ake, kia ikeike rawa ki te taumata / We grow together to achieve one's true potential.

# Whānau Pānui (Notice - Update)

# 29 January 2024

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Kia ora e te Whānau

We trust you have had a refreshing and enjoyable summer break and are looking forward to a return to work and school.

As we are about to start the school year, we would like to remind you of the pānui sent out at the end of last year and update you on some important matters, such as the food (lunches) in schools programme and uniform.

- Year 9 in 2024 Whānau Pānui
- Year 10 in 2024 Whānau Pānui
- Years 11-13 in 2024 Whānau Pānui

Some of the key start-up information Is summarised in this pānui update.

If you have any further questions, please do not hesitate to contact the office or the key people.

Phone the office 07 868 8688

School Office hours are 8.30 am to 3:30 pm

Christine Sutton is our receptionist, and will always help you contact the right people, if she cannot help you directly.

Key contacts are below or you can find more on the <u>staff</u> <u>page of our website</u>.

We are looking forward to welcoming new students and whānau to our whānau, and we want to make sure that we start the year living our values.

Two that come to the fore at the start of the year are manaakitanga and whanaungatanga:

- Manaakitanga: Everyone belongs, everyone matters, everyone has potential.
- Whanaungatanga: We build connected and collaborative relationships.

We welcome everyone, and we aim to get to know everyone, so that we can work and succeed together.



# 2024 Starting Programme (summary for all)

School uniform is required for all students at school. More information about uniform is below.

Wed 24 Jan School Office open for new enrolments

and enquiries.

Mon 29 Jan Auckland Anniversary Day. School

closed.

Tues 30 Jan Course confirmation Day for Year 11 – 13

students (see more information below)

11 am All Year 12 and 13 students 1.30 pm Year 11s who need changes.

Wed 31 Jan Year 9 Orientation Day 9 am – 3 pm

Only Year 9 & Senior Leaders at school Year 13s also invited to participate.

Thu 1 Feb Years 10 – 13 students start.

Whanaungatanga Day Includes practice for Pōwhiri Year 9 orientation continues.

Classes for Years 9 -13 commence.

Fri 2 Feb Pōwhiri for Year 9 and new taiohi /

students

and staff members. School starts at 8.45 am Pōwhiri at 9.45 am

All Taiohi, whānau and community

welcome to attend.

Mon 5 Feb Teacher-only day. No school.

Tue 6 Feb Waitangi Day. School closed.

Wed 7 Feb Timetabled classes resume for all year

levels.

Arrive by 8.35 am for 8.45 am start.

School day starts at **8:45 am** with a Rōpu

/ Whānau class.

#### **Year 11-13 Starting Programme**

Years 11-13 Course Confirmation—Tuesday 30 January

Senior Course Confirmation is Tuesday 30 January 2024.

11:00 am - 1:00 pm
 All Year 12 & 13 are required to confirm their timetable.

• 1:30 pm - 3:00 pm

**Year 11 only** need to attend course confirmation if there are gaps, clashes or changes requested.

The provisional subjects in taiohi/students' timetable/hōtaka were sent by email at the end of last year, advising if there were any issues.

**School uniform is required.** As for any day the school is open for instruction, taiohi/students are expected to attend school in full school uniform. Please review the uniform requirements on our website.

We are looking forward to meeting our incoming Year 9 students for 2024 on Wednesday, 31 January, at 9 am in front of our school wharenui to start our **Year 9 Orientation.** 

# Year 9 Orientation - Wednesday 31 January

**School starts at 9.00 am.** Year 9 students will meet at the front of the school in front of our wharenui ready for a 9.00 am start. Parents and caregivers are also welcome to join us at the beginning of the day.

We will then go to the Hall to sit with your child's Rōpū (Class House Group) and Rōpū Kaitiaki (Class House Teacher) for 2024.

In the Hall, there will be a welcome from Mr Hart, our Tumuaki (Principal), Mrs Keet - Tumuaki Tuarua (Deputy Principal - Senior School) and Mr Ashforth - Tumuaki Tuarua (Deputy Principal - Junior School) and Ms Yorke - Year 9 Kaiāwhina (Dean).

Afterwards, students will go with their Rōpū Kaitiaki (Class House Teacher) and have whanaungatanga time to build relationships and connections with Student Leaders and find out about our Tikanga (Values), get to know their timetable, where their classrooms will be and connect with other Kaimahi (Staff) at Thames High School.

During the day there will also be activities on the field and in the gym.

Please bring a change of clothes (shorts & t-shirt), a sunhat and drink bottle for this time.



### Whanaungatanga Day - Thursday 1 February

#### School starts at 8.45 am.

#### Year 9

Year 9 will meet in the hall. Year 9 will continue their orientation, including Rōpū time, and introduction to their other classes and teachers.

#### Years 10-13

All other year levels will go to their Rōpū / Whānau class, for the first full day of school for the year.

This day is our Whanaungatanga Day, where the whole school is back at school, getting settled, organised and ready for learning.

For Years 10-13 they will come to school ready to start at 8.45 am, look up the location of their Whānau class and then spend time with their Rōpū / Whānau.

This is where their timetables will be handed out and any issues will be solved. Vital information will be shared, including what's new for 2024.

The morning will include an assembly and practice for our full school powhiri on Friday 2 February.

After interval we will have **timetabled classes**, where positive connections in each class will be a focus along with learning what each subject is about.

Missing the startup days is not good as it means students will be catching up from the start.

#### Pōwhiri & School Day - Friday 2 February

School starts at 8.45 am, and students will start in their Whānau Class and continue to connect and get organised.

There will be another practice for our pōwhiri, and then we will move to the wharenui to the pōwhiri.

# If wet, the powhiri is held in the hall.

We welcome new students (Year 9 and other students from all year levels) with a pōwhiri for new taiohi (students) and kaimahi (staff).

# Parents, caregivers and Whānau are encouraged and warmly invited to attend.

Manuhiri (visitors) will gather from 9:45 am for a 10:00 am start outside the waharoa (entrance to the Wharenui) on Sealey Street. If you are tangata whenua (have already been part of a pōwhiri in 2023 or earlier), please be seated to the left of our Wharenui, as we look from the road.

After the pōwhiri, we wend with kai. Taiohi will move to their rōpū/whānau classes for kai and parents / whānau are invited to stay for kai (tea, coffee, biscuit, etc.)

#### Uniform - an update

In 2024 we have the introduction of our new uniform.



The pre-2024 uniform is also available from NZ Uniforms.

Our aim is that **Year 9 students** have the full new uniform, and we will work with families to support this.

For Years 10 and 11 in 2024 there is no change of uniform.

But if new items are needed then purchase as below.

For Year 12 in 2024 the main change is a move to a White Shirt with Royal Blue side panels. This is recommended as the uniform is used for two years. The rest of the uniform from 2023 remains the same.

For Year 13 in 2024, as for the previous uniform, the move is to a White Polo, which may be the pre-2024 style of the new one.

Full details about our uniform and the full <u>transition plans</u> are on our website.

#### Update

It was so great to see so many of you attend the pop-up shop which ran at school from 16 – 18 January. We look forward to seeing our new taoihi in the new uniform, which has been many years in the planning.

With anything new, there are challenges, and with the uniform refresh, having all items in store for ordering from the start of the year has been one of them. The main challenge is the delayed delivery of the Junior polo, which we know caused some concern for parents.

As this pānui is sent out it is pleasing that the polos have now arrived!

If you do not receive your order prior to school starting, we ask that you wear the new PE top instead.

We are also aware that some Year 9s have been supplied with the pre-2024 uniform, and we are committed to swapping these items. Please make contact with Student Support about this, or make contact with NZ Unforms directly.

All other items are in stock and should be shipped as soon as the order is placed.

There is limited supply of samples at the Student Support Office if you would like to come in for sizing. We will get a bigger range of samples, once the initial supply is complete.

We understand that some people have experienced some issues, and that you may not have been assured



that your child would have a complete uniform to start school. Our business manager, Mrs Sharyn Baker, is in daily contact NZ Uniforms, to address any issues as we become aware of them, so please conmittee to contact us with any issues that you experience.

Let's start school as we mean to continue – in complete and correct school uniform. Although we will understand that there may have been issues, with the changes, and we will continue to work through these together.

Many thanks for your patience and support.

Sharyn Baker
Business Manager
sharynbaker@thameshigh.school.nz

## Ka ora, Ka Ako or Healthy School Lunches

As announced last year we are very fortunate to be part of the Ka ora, Ka Ako or Healthy School Lunches Programme in 2024.

This update is to introduce you to our partner / provider, PEL Group, and tell you more about how it will work.

It is great that PEL has been working hard to make sure we can start the year with lunch provided.



Kia ora, my name is Dawn Pyne, director of PEL Group and we are a kiwi family owned & operated business, based in Kaiaua.

We are extremely excited to have the opportunity to provide lunches for the students at Thames High School as part of the Ka Ora, Ka Ako Healthy School Lunches Programme.

As locals ourselves, we are passionate to contribute to the positive outcomes within our community by providing school lunches creating a better learning environment for the students, providing employment opportunities within our community, and supporting other local businesses.

We have established some menus, (as guided by the Ka Ora Ka Ako nutritional standards) which cater for standard, vegetarian, and gluten free options. Allergies, cultural, religious, or other dietary needs, we will establish menu options to meet these needs, please let the school know of any of these requirements.

We will be operating in the Thames High School canteen.

Our team onsite consists of Sharron McCowatt (Onsite Manager), Stephanie Pyne, Sheree Riley, Ned Young and Edward Waitai.

Lunches will commence on Wednesday 31 January 2024, and our first 2-week plan is below (subject to change).

Day / Date	Morning Tea (snack)	Lunch
Wednesday 31 January	Corn chips & Vege- sticks	Wrap – Beef or Chicken, with mixed leaf salad, sliced cucumber, sliced tomato, grated carrot & mayonnaise.
Thursday 1 February	Muesli Bar & Fruit	Sandwich – Ham or Chicken or Beef, with mixed leaf salad, sliced tomato, sliced cucumber, cheese slice & mayonnaise
Friday 2 February	Yoghurt	Cheeseburger – Beef mince patty with cheese slice, bbq sauce, mayonnaise & hash brown nuggets (hot meal)
Wednesday 7 February	Corn chips & Fruit	Burrito – Chicken, with rice, & diced tomato, onions, avocado, kernel corn, cheese (hot meal)
Thursday 8 February	Bran Fruit Muffin & Vege- sticks	Filled Roll - Beef or Chicken with mixed leaf salad, sliced tomato, sliced cucumber, cheese slice & mayonnaise
Friday 9 February	Yoghurt	Cheeseburger – Beef mince patty with cheese slice, bbq sauce, mayonnaise & wedges (hot meal)

All our Wrap, Sandwich and Filled Rolls are wholemeal. Meat fillings will include Ham, Beef or Chicken & Fresh vegetable fillings will include a range of Salad Mix, Tomatoes, Cucumber, Beetroot, Carrot, Onion, Avocado... Note: Fillings may change dependant on availability.

Vegetarian filling options include, scrambled eggs, tofu, bean supreme, replacement to standard menu meat fillings.



Gluten free breads, wraps, sauces, muffins, cheese, etc... replacement to standard menu, to cater for gluten free requirements.

Other allergies, cultural, religious, or other dietary needs, please ensure to let the school know so we can best cater for these requirements.

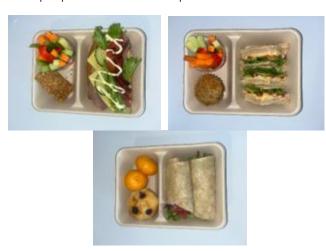
In the summer, menus will predominantly be cold options, and in the winter will predominantly be hot options. Hot options will include Butter Chicken, Stir Fried, Nachos, Lasagne, Macaroni cheese, etc.

We will also be providing lunches if there is an offsite sports events, education outside the school, and school camps etc.

In partnership with the kura we will develop a regular menu review, with a focus on student uptake, wellbeing, and health, including student feedback to tell us what works and what does not.

We will package lunches in sustainable packaging, and closer to the winter periods we will look at reusable plates, buffet style served up from the canteen. We will actively look to reduce waste by applying the principles of the of the "Three Rs"- Reduce, Reuse, Recycle.

Example photos of our cold options as below:



#### **CANTEEN SHOP**

With the availability of morning tea and lunch provided as part of the school lunches programme, the **Canteen will be open** but will be scaled down and will include items such as drinks, slushies, and other snack items that the students will be able to purchase.

Ngā mihi

Dawn Pyne

**Unform and Presentation Guidelines** 

As advised last year, we have updated uniform and presentation guidelines for this year too.

Please be sure to review the <u>uniform expectations on the</u> website.

This includes revised guidelines for footwear and socks.

# The new guidelines are in effect from the start of 2024.

The guidelines on the website cover expectations for hair, jewellery, and accessories, tattoos/ tā moko and other matters such as sunglasses, labelling and the how the school does not take responsibility for lost, stolen or damaged uniform.

The procedures say how to obtain **uniform passes** and how we can **support** those who have difficulty obtaining uniform.

#### Footwear

The description of footwear that is allowed has been simplified.

<u>Plain black shoes</u> (no visible brands/logos or markings) with <u>plain black crew socks</u>\*\*

- Worn clean and in good condition.

#### OR

Plain black sandals with a back strap\*

- No socks to be worn with sandals.
- \* for safety in crowds. A range of styles is allowed.
- \*\* the older THS double gold-band long socks are also acceptable for Years 10-13.

Not permitted: high-heel or platform shoes, ballet-type backless shoes, boots, scuffs, Crocs, jandals, slippers or running shoes, or other overly casual shoes that are not appropriate for a smart work environment.

In designated spaces and particular activities covered shoes (not sandals) may be required. This includes – but may not be limited to:

- technology workshops and food technology.
- science labs if there are hazardous substances and materials in the room.
- PE may require covered sport shoes and some activities may require footwear rather than bare feet, e.g. road running.
- We welcome inquiries to check that shoes are suitable.

Plain black shoes are completely black and there are no obvious brands/logos visible. Any small white or light-coloured logos may be coloured in black permanent marker, so long as it is not obvious and tidy.



# Phones (etc.) at School

Phones, and devices that can also be a distraction to learning, such as earphones, EarPods, and smartwatches cannot be used at school.



Reference: Personal Digital Devices Policy

**Taiohi (young people) should not bring phones to school,** but if they need to use a phone outside of school time it must be **switched off** in their bag or handed into the Student Support Office for safekeeping.

If a parent wishes to contact their child during the school day, then they must call the office. If a student wishes to contact their parent or caregiver, they can ask to use the phone at the Student Support Office.

Exceptions to this policy for medical monitoring or other specialist needs must be approved by a Deputy Principal or the Principal and will result in a suitable exemption pass being issued.





# Consequences

Phones, EarPods, and earphones will be confiscated if seen or used.

In the first instance the phone may be collected by the student from the SSO at the end of the school day.

Any further confiscation will mean parents must collect them.

\*An email will be sent to both the student and parent, advising them of the consequence and what another breach will mean.

Any confiscated phones will be stored securely in the Student Support Office until they can be collected.

Between confiscation and handing to the Student Support Office phones / devices must be secured, consistent with the Surrender and Retention of Property Policy.

Subsequent breaches may lead to disciplinary measures. This may include stand down or suspension for continual disobedience.

Consequences or steps may include:

- Meeting with parent/caregiver.
- Banning phone possession at school (not even in a bag).
- Community Service.
- Stand down.
- Suspension pending board discipline meeting.
- Other appropriate options.

Failure to surrender a device may escalate to Kaiāwhina for disobedience/non-compliance.

Consequences may be escalated to the deputy principal for repeated disobedience, leading to stand down or suspension.

#### What devices CAN be used?

Only learning devices (BYOD), like laptops, may be used on the School Network for Learning (N4L / WiFi).

They must be registered and a single user access to the network will be provided.

More information about this will be provided to students at the start of 2024.

Phones will not be allowed to connect to the school WiFi network.



#### **Bus information for 2024**

The provider for our bus service is Go Bus Limited.

As part of the expectations for using this service taiohi/students are to be in full school uniform a nd to always exhibit 'Our Tikanga – Our Values'. All students and



parents must agree to the terms of service.

While Go Bus are responsible for the safe transport of students to and from school, the school is responsible for ensuring students are eligible and that any behaviour issues reported to the school are followed up. If necessary, for safety, students may be barred from buses, either by the company or by the school.

Eligibility for the school transport services is confirmed during enrolment, but we are mindful that people may move during the year and may become eligible. To be eligible the minimum distance is 4.8 km from the nearest school, and there is no suitable public transport.

#### There are three school bus routes:

The pickup times and locations will continue to be the same as in 2023, but the drop off times are 5 minutes later as school finishes 5 minutes later in 2024.

The bus service will be running from Wednesday 31 January for all students.

#### **Bus Schedule**

This schedule may be subject to change. Any changes will be communicated directly to students who use the bus service.

Bus		Morning Depart time	After School Arrival times
Te Puru/Tapu	Tapu Campground	7.40am	4.15pm
	Royal Oak Hotel	7.55am	3.55pm
	Waiomu Cafe	8.05am	3.45pm
	Te Puru Dairy	8.10am	3.40pm
Matatoki/Puriri	Puriri School	8.05am	3.45pm
	Matatoki School/	8.10am	3.35pm
	Mobile - Kopu	8.10am	3.35pm
	Totara Valley Road	8.15am	3.30pm
	Totara Store	8.15am	3.30pm
Kauaeranga	Devcich Gate	7.45am	4.05pm
Valley	Kauaeranga Valley	7.55am	3.50pm

# Stationery and BYOD

Stationery lists for each year level and the requirements for devices can be found on our website.

Being prepared for class is a great start to making progress. Taiohi/students are expected to be organised and bring what they need to support their learning.

The basics include a school bag, stationery (books, paper, pens, etc.). A suitable learning device (laptop or Chromebook) is a **preferred item**.

We will provide Year 9 student a start-up Stationery Kete for school use. It will contain pens (blue, black and red), HB Pencil, refill pad (200 pages), eraser, ruler, 1E8 or 1E5 mathematics book and three 1B5 exercise books.

Other students who would like a start-up pack should ask at Student Support Office.

#### Some Key Contacts

Kaiāwhina / Pastoral Care Leaders (Deans)

#### Ms Jasmine Yorke

Year 9 Kaiāwhina (Dean) jasemineyorke@thameshigh.school.nz

#### Mrs Carolyn Green

Year 10 Kaiāwhina (Dean)
<a href="mailto:Carolyngreen@thameshigh.school.nz">Carolyngreen@thameshigh.school.nz</a>

#### Dr Nichola Voice

Year 11 Kaiāwhina (Dean) nicholavoice@thameshigh.school.nz

#### Ms Jen Fletcher

Year 12 and 13 Kaiāwhina (Dean) jenfletcher@thameshigh.school.nz

#### Tumuaki Tuarua / Deputy Principals

For Years 11 to 13 taiohi/students:

#### **Mrs Penny Keet**

Tumuaki Tuarua / Deputy Principal – Senior School pennykeet@thameshigh.school.nz

For Years 9 and 10:

#### Mr Christopher Ashforth

Tumuaki Tuarua / Deputy Principal - Junior School <u>chrisashforth@thameshigh.school.nz</u>

# Tumuaki / Principal

Mr Michael Hart is always available to discuss any concerns or queries.

principal@thameshigh.school.nz



#### School Guidance Counsellor

Our school guidance counsellor, Mrs Kylie Finch, is available for referrals, and is here to support taiohi (young people).

kyliefinch@thameshigh.school.nz

#### School Careers Advisor

Our school careers advisor, Mrs Leanne Ardern, is available for referrals, and is here to support taiohi (young people) and whanau. Please make contact or arrange an appointment.

leanneardern@thameshigh.school.nz

#### More information

Please check the <u>parent portal</u> on the Thames High School Website to view timetable, attendance, and school calendar.

Login is with a student ID number and either a student password or a caregiver password.

Login information will be sent out via email to each student/taiohi and caregiver.

## Ways to Stay Informed and In Touch

Thames High School Events and Celebrations Facebook

#### Thames High School Website

https://www.thameshigh.school.nz/

**Thames High School Pānui / Newsletter** - links are emailed and available on the school website.

**Thames High School Kamar App** – refer to the website for more information.

School Policies and Procedures – on School Docs

Username: thameshigh Password: sealey

#### For general enquiries

Thames High School email office@thameshigh.school.nz
Thames High School Phone - 07 868 8688

To contact staff, refer to the <u>staff directory</u> on our website.



# Key dates 2024

Dates are subject to change and will be advised.

Thu 25 Jan & Staff only days

Fri 26 Jan Preparing for start of year

Mon 29 Jan Auckland Anniversary

(public holiday; school closed)

#### Term 1: Tuesday 30 Jan to Fri 12 April

Tues 30 Jan Course confirmation

11 am - Year 12 and Year 13 required.

1.30 pm - Year 11: only if changes needed.

Wed 31 Jan Year 9 Start and Orientation

Tautoko – Senior Leaders in support

Thu 1 Feb Year 10-13 Start; Organisation;

Whakawhanaungatanga; Organisation

Fri 2 Feb Pōwhiri – new students and staff.

Tautoko – whole school in support

Mon 5 Feb Teacher-only day

(school closed for instruction)

Tue 6 Feb Waitangi Day

(public holiday; school closed)

Fri 16 Feb Swimming Carnival

(Sports and non-competitive events)

Thu 22 Feb House Activities Day

(Athletics and other events)

Fri 23 Feb Careers Roadshow Expo

Mon 26 Feb Board hui 5.30 – 7.30 pm

Thu 29 Feb Thames Valley Touch (entered teams only)

Wed 8 Mar Thames Valley Swimming (entered

students)

Mon 11 Mar TAMSO 6.30 - 8.00 pm

Tue 12 Mar Thames Valley Athletics (entered students)

Thu 14 Mar Thames Valley 3x3 Basketball (entered

students)

Fri 15 Mar Thames Valley Tennis (entered students)

Fri 15 Mar Photolife Individual & Class photos

Mon 18 Mar Parent Forum 6.00 – 7.30 pm

Fri 22 Mar Photolife Catch Up

Mon 25 Mar Vision / Hearing Screening

Mon 25 Mar Board hui 5.30 – 7.30 pm

Tue 26 Mar Wai/BOP Athletics (entered students)

Tue 26 Mar Thames Valley Showjumping (entered

students)

Fri 29 Mar Good Friday (public holiday)
Mon 1 Apr Easter Monday (public holiday)
Tue 2 Apr Easter Tuesday (school holiday)

Fri 12 Apr Last day of Term 1

Sat 13 Apr to School holidays

Sun 28 Apr (includes ANZAC Day 25 April)

# Term 2: Monday 29 Apr to Friday 5 Jul

Mon 29 Apr Term 2 starts.

Mon 13 May TAMSO 6.30 – 8.00 pm Mon 20 May Parent Forum 6.00 – 7.30 pm

Mon 27 May Board hui 5.30 – 7.30 pm

Mon 3 Jun King's Birthday (public holiday)

Tue 4 Jun Teacher-only day

(school closed for instruction)

Mon 10 Jun TAMSO 6.30 – 8.00 pm

Mon 17 Jun Parent Forum 6.00 – 7.30 pm Mon 24 Jun Board hui 5.30 – 7.30 pm

Mon 28 Jun Matariki (public holiday)

Fri 5 Jul Last day of Term 2 Sat 6 Jul to School holidays

Sun 21 July

#### Term 3: Monday 22 Jul to Friday 27 Sept

Mon 22 Jul Term 3 starts.

Mon 29 Jul Board hui 5.30 – 7.30 pm Mon 12 Aug TAMSO 6.30 – 8.00 pm

Mon 19 Aug Parent Forum 5.30 – 7.30 pm

Mon 16 Sept TAMSO 6.30 – 8.00 pm Mon 23 Sept Parent Forum 5.30 – 7.30 pm

Mon 30 Sept Board hui 5.30 – 7.30 pm Fri 27 Sept Last day of Term 3

Sat 28 Sept to School holidays

Sun 13 Oct

# Term 4: Monday 14 Oct to Friday 13 Dec

Mon 14 Oct Term 4 starts.

Mon 21 Oct Parent Forum 5.30 – 7.00 pm

Mon 28 Oct Labour Day (public holiday)

Tues 29 Oct Board hui 5.30 – 7.30 pm

Tue 5 Nov NCEA Exams Start

Mon 11 Nov Teacher-only day

(school closed for instruction)

Mon 11 Nov TAMSO 6.30 – 8.30 pm Mon 18 Nov Parent Forum 5.30 – 8.00 pm Mon 25 Nov Board hui 5.30 – 7.30 pm

Fri 13 Dec Last day of Term 4

Sat 14 Dec - School summer holidays begin.

(Until Mon 27 Jan 2025)

