

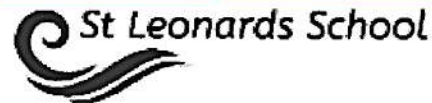


ASPIRE

Active learners Self managers Problem solvers

<p>Learning</p> <ul style="list-style-type: none"> ★ Anywhere/anytime ★ Develop personal knowledge and skills ★ Celebrate success ★ Rise to challenges ★ Achieve/create ★ Individual learning pathways 	<p>Skills for life</p> <ul style="list-style-type: none"> ★ Communicating ★ Collaborating ★ Following passions and talents ★ Risk taking ★ Resilience
<p>Critical and creative thinkers</p> <ul style="list-style-type: none"> ★ Unlearn and relearn ★ Knowledge ★ Adaptability ★ Change ★ System thinkers 	<p>Future focussed</p> <ul style="list-style-type: none"> ★ Sustainability ★ Citizenship ★ Enterprise ★ Globalisation ★ Action/consequence ★ Connections

Involved Respectful Environmentally friendly



Learning for life

St Leonards School

Living for Learning, Learning for Life

Information Book



A Little Bit of History...

A Little Bit of History....

The “Upper Harbour Side” School was established in 1868 by the Otago Provincial Council and subsidised by the local residents. It consisted of one classroom (with two attached rooms being the teacher’s residence) and was built by a pioneer, Mr John Drake, at a cost of one hundred and seventy five pounds. The School opened with 21 pupils. In 1883 the name was changed to the St Leonards School and around that time the roll increased to 41 pupils. The new school building was opened in 1886 (the present day Library), the old building then being used as a play shed and drill shed on wet days. It had now become a two classroom school and the first mistress (Miss Nimmo) was appointed to work



alongside the then Headmaster, Mr Thomas Johnston.

St Leonards School c. 1920s

Photo: Hocken Library, University of Otago

Community Information

Activity	Contact	Other Information
St Leonards Playcentre	Playcentre	Located in former Church building, corner of Pukeko Street and Main Highway
Friends of St Leonards	St Leonards School 471 0501	
Cubs, keas and Scouts	Please contact John Sinclair 4710456 regarding West Harbour Scouts, Cubs, and Keas	Every Monday 1.30pm Ravensbourne Hall
Indoor Bowls	R. Marr 471 0721 Olsen 471-0539	
Yachting and Boating	R. Godman 471-0458 or A. Bruce 471 0062	Caters for all ages. Club yachts available for learners/members for learners/members
Women’s Institute	Please contact for information Y. Preston 456-1561	Meets 2nd Wednesday 1.30pm Please contact for venue monthly in Hall
St Leonards Hall Hire	Gretta Wallace 0211757844 or Gretta_b@yahoo.com	
Port Chalmers Lions	D. Parsons 471 0690	Meets 4th Wednesday monthly P.C. Fire Station
Murray McGregor Toy Library	Sam Hibbert 465-7754	Saturday 2-4pm Cnr Athol Place/Wakatipu St Ravensbourne
Rubbish Collection		Monday pm

The St Leonards School Way

St Leonards School is a friendly, helpful and caring school, and doing things the St Leonards School Way will help us to keep it friendly, helpful and caring.

Our values are represented by the picture below. Dexter the dolphin is our symbol while each ball stands for a value. A-Active Learner, I am a Self-Manager, I am a Problem Solver, I am Involved, I am Respectful of others, I am Environmentally friendly.

We are also bucket fillers, which means we try our best to make people feel good about themselves, by using our actions and words.



A – Active Learner
S – Self Manager
P – Problem Solver
I – Involved
R – Respect others
E – Environmentally friendly

St Leonards School

Learning for Life



Kia Ora and welcome to everyone for the school year. A special warm welcome to those children who are attending St Leonards School for the first time. Our aim is to give the children at our school a great start to their education.

Our school is very community based with a strong sense of identity and Whanau. There is a long history of a school at St Leonards with the first school starting in 1868.

We are fortunate to retain the use of the subsequent school building built in 1886 for our library and community use.

Governance of the school is by the Board of Trustees with parent representatives elected for a three year term. The Board appreciates input from the community at all times. Board of Trustee Meetings are held twice a Term and are open to the public. If you have areas of special interest or expertise and you would like to become a Trustee please let us know or come to a meeting. Your input is always welcome.

St Leonards carry out fundraising throughout the year which helps supply those extras that make for an enriched school environment. We encourage all families to support and enjoy the fundraising activities.

We hope you are able to be involved in our school community in a way that suits you and your family. We wish you all the best for a happy and fulfilling year at St Leonards School.

Paul Turner
Chairperson
Board of Trustees

Board of Trustees

Parent Representatives

Paul Turner Chairperson

Francene Scott
Natalie Scott
Dave McKay

Principal Jo Wilson

Staff Representative: Sarah Thompson

Mission Statement and Goals

St Leonards School aims to do our best to meet the individual needs of all children, and to promote learning that prepares children for life's experiences, builds their self-esteem, and encourages them to care for others.

Learning for Life

We want our students to aspire to be:

- ❖ Active Learners
- ❖ Self-Managers
- ❖ Problem-solvers
- ❖ Involved
- ❖ Respectful to others
- ❖ Environmentally Friendly

Wednesday Wekas

Wednesday Wekas is our pre-school entry programme. The Wednesday Wekas programme is designed for children from 4 1/2 years up and aims to prepare and familiarise them with their school, their teacher, and some of the learning activities that take place at school. We also assist parents in getting ready to be school people as well!

Children can attend by arrangement Wednesday Wekas each week 9:30 to 11:30 am. Please contact Sarah or Chris before attending your first session of Wednesday Wekas.



Ruma Rāta children at work

Wheels Day



Mondays – children are able to bring scooters, bikes, skates, and skateboards **with a helmet**

Year 6 students are given the opportunity to go sailing in Term 1 & 4. Golfing tuition at Belleknoves golf course and the DCC Cycle skills programme.



Staffing and classes 2022

Principal Jo Wilson

Teachers

NE – Y3 - Ruma Rāta – **Sarah Thompson**

Y4 - Y6 - Ruma Tōtara - **Alice Keirle(or John Fisher) & Jo Wilson**

Secretary Christine Begg

School Open	8am
School starts	9am
Session 1	9.00-10.30am
Morning Tea	10.30-11.00
Session 2	11.00-12:30pm
Lunch	12:30-1.30pm
Session 3	1:30 -3pm

NB: Please ensure that teachers are on site before dropping off your child/children.

Teachers are usually on site until at least 4.00pm daily **unless** involved in sporting or in-service activities.



Term Dates 2022

	Start	Finish
Term 1	Tuesday 2 February	Thursday 14 April
Term 2	Monday 2 May	Friday 8 July
Term 3	Monday 25 July	Friday30 September
Term 4	Monday 17 October	Friday 16 December

School Staff



Back Row- Lana Winter, Sally Thompson, Tessa Whitehead, Karen Preece, Jennifer Henderson.

Front Row:-Dawn Koning, Lynne Senior, Sarah Thompson, Jo Wilson

Alice Keirle

Absences and Safety of Pupils

If your child will not be present for the day we appreciate notification before 9.15am if possible. This alleviates concern for the security of children on the way to school. If we have no notification of intended absences, the school Secretary will endeavour to contact parents/caregivers. A daily register of absences is kept in the school office. School phone – 471-0501 or email – office@stleonardsdn.school.nz

Admission Policy

To ensure consistency of the New Entrant Enrolments to St Leonards School our admission policy is:

Enrolment into the New Entrant, Y1 class will be from the age of five years. The child may visit the room for pre-school visits before officially beginning school. Attendance at Wednesday Wekas is encouraged.

Usually New Entrants stay from 9:00 am until 3:00 pm unless special circumstances require a period of either half days or shortened weeks i.e. 4 days (in consultation with the parents and Principal)

Enrolment Forms and relevant information are available from Chris in the Office.

Before and After School Care

is provided by Mana: email or phone Johanna on 0275218373 or email: Mana.afterschool.care@gmail.com.

Hours 7:00am - 8:30 am
3:00pm - 6:00pm



Bucket Filler

Each week a student is nominated by their peers to receive this cup – the nominator must say who and why they feel the student deserves the award.



Sports

For many years our children have played in the Primary School Hockey competitions and we are hopeful of entering a team once again this year. Netball, T-ball, touch and summer futsal teams compete in games also. We provide every opportunity for our children to participate in specialised coaching in codes such as Cricket, Touch Rugby, Futsal, Netball and Basketball.

Sports Uniforms

Your child will be given a sports uniform to wear. At the end of each sports code season, please return the uniforms to the office. Parents will be charged the full replacement cost if the uniforms are not returned clean and tidy.

Stationery



May be purchased from school directly. You will be invoiced.

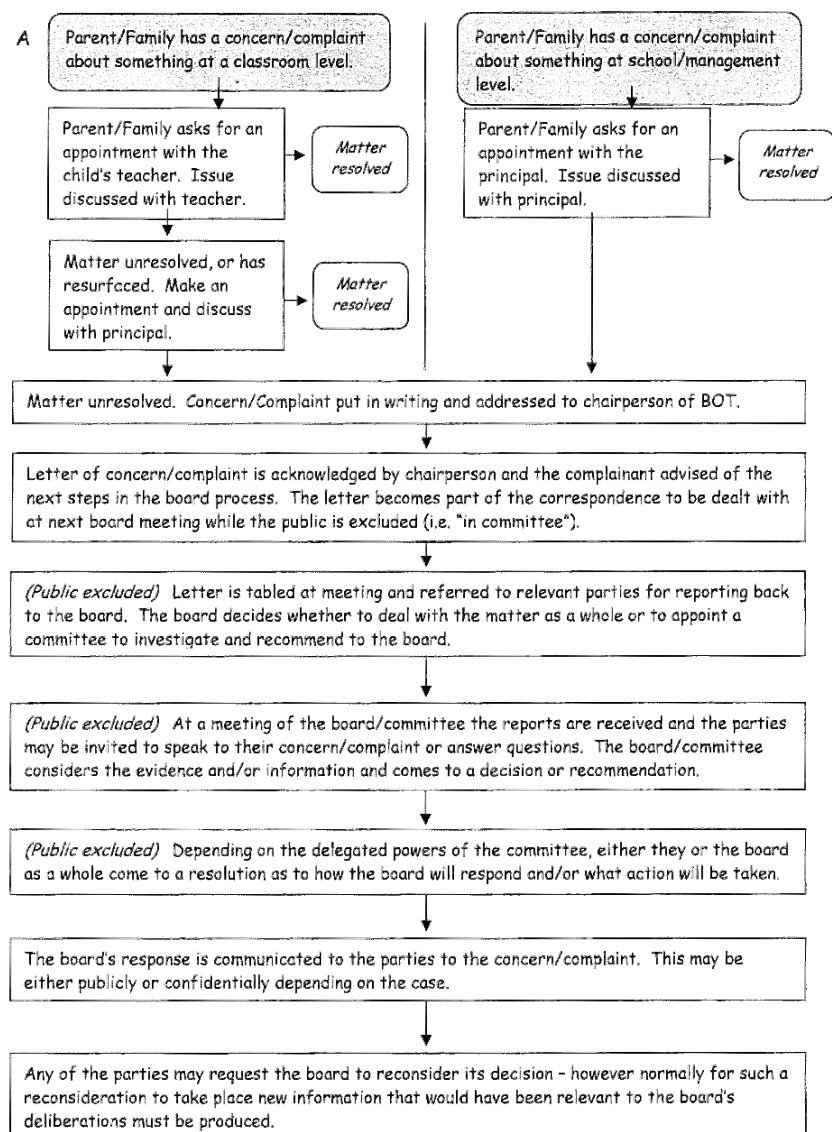
Swimming



Swimming for all classes will be during the first term and last term this year. We shall have instructors teaching sessions each day. Parents are very welcome to attend the swimming sessions as spectators or assistants. Children travel by bus at these times.

School Concerns/Complaints Procedure

Note: If the concern/complaint is of a classroom nature, the process begins at point A. If it is at a school/management level, then the process begins at point B.



Acknowledgement: School Trustees Association



Chess Club is a lunchtime activity – it has been held on Fridays and we will confirm this early in the year.

Civil Defence

In the unlikely event of a Civil Defence emergency, children will remain at school with a Teacher until they are collected by a parent/caregiver.



Closure

When unusual circumstances require it, the school may be closed for a period or the starting time delayed. This will be broadcast over Radio Works Otago Network 89.9 or More FM 97.4 from 7.30am or check the Hits on Facebook. If this occurs children must not be sent to school until the stated time. There may be many reasons for altered arrangements but weather conditions are the most frequent and parents are urged to use their common sense. If in doubt, keep your children at home and stay tuned to the radio.

Green/Gold School Enviro Groups



For the past several years St Leonards has been part of the enviro schools program. The pupils of Rimu are the main enviro action group pupils who lead environmental action in the school and help find ways to effectively maintain current initiatives. All students are allocated enviro jobs to perform at the end of lunch.

Health Services



Our Health Nurse can make visits to the school. She may be contacted on 4769880. We also have regular visits from vision-hearing and speech therapists. Dental services are arranged by the Dental Technician once or twice a year. If you have any concerns, contact the school immediately and we will do our best to arrange testing. **NB. Sun Safety Policy** – all children are expected to wear a wide-brimmed sunhat when outside during Term 1 and Term 4. Sunhats may be purchased from The Warehouse or Postie Plus.



Holidays 2022

Waitangi Day	Thursday 6 February
Anniversary Day	Monday 21 March
Good Friday	Friday 15 April
Easter Monday	18 April
Easter Tuesday	19 April
ANZAC Day	Saturday 25 April
Queen’s Birthday	Monday 1 June
Matariki	Friday 24 June
Labour Day	Monday 26 October

Homework



We do not set Homework unless it is requested. All children are expected to read when they are at home.

sometimes their own books, or texts that have been given to them to practise their skills.

Online Learning: this is provided through Google classroom or Seesaw. Please contact your child’s teacher for information about this.

Scholastic Book Club

We support the Scholastic Book Club on a regular basis. Children may, if they wish, purchase books through this company. A points system is operated which allows us to choose books for School free of charge after a certain number of points have accumulated. All books purchased are worth a certain number of points towards the school total. All purchases are made online.

School Assemblies

The whole school presents their work once a term. These are held in the evening.

Dates are advised in the newsletter.

Children will take turns to present at the assembly. The assembly is held in Rimu or a classroom. Parents/caregivers, families and friends are most welcome to join us.



Share Your Concerns



If you are worried or wish to discuss any matters of concern with staff or the Principal, **please do not hesitate to contact us immediately.** Together we can find solutions to any problems or issues that may arise.

General classroom issues are best brought to the attention of your child’s classroom teacher for clarification. In the event of matters considered to be of more concern, the Principal is always available. The final step for unresolved issues is to contact a member of the School Board of Trustees. We need to be aware of your concerns, so that problems or difficulties can be sorted out.

PTA Association

The PTA of St Leonards School is looking for members to help raise funds for additional school resources. All parents/caregivers are invited to put their name forward for the specific activities that they can help with. It is expected/hoped that each family will choose at least two activities to help with.



Reporting to Parents

Our system of reporting to parents/caregivers and sharing comments regarding achievement, and progress. Term 1/3 progress reports and parent Interviews. Two full written reports in Terms 2 and 4. If you have concerns regarding your child/children at other times during the year please feel free to contact the teacher(s) and arrange a meeting.

Road Safety



We insist on sensible behaviour from all people as they cross the road, both entering and leaving the school environment.

We expect all children and parents to use this crossing.

School Chat



On Friday afternoons the whole school meets to nominate a student for next week's Bucket Filler cup and discuss a school value and their learning for the week and events happening the following week.

Lost Clothing



It helps to locate owners if your child's/children's clothing is named using either labels or pen. It is surprising how many children do not recognise their own clothing and our bin rapidly becomes overflowing. A container of lost items is outside the office. Please encourage your children to retrieve articles left at school or look in the bin

Library

The school library is open in the first term and all children are encouraged to borrow books each week. Each class will have a regular library time and we ask for books to be returned each week. Parent help to cover, process and organise the library is always appreciated. Please let Chris or Jo know if you can assist.



Lunches



Thursday lunch - \$5 each – Details in newsletters -order and pay by Tuesday morning – list in office

Sushi & Rice Balls - every Friday, order with money in office by Wednesday.

We are a milk and water only School. This means that we only drink milk or water.

Messages

If no-one is available to answer the phone personally, messages may be left on the answer phone. We encourage children to make after school arrangements prior to the day in question so that the use of the telephone is minimised for this purpose.

Email address: office@stleonardsdn.school.nz



Phone 471-0501

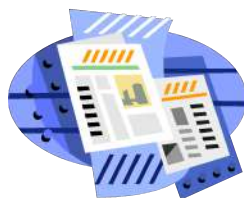
Music Lessons



Guitar, Piano and keyboard lessons are available during school time – either one to one or group tuition Please enquire if interested at the office.

Newsletters

Newsletters are emailed home on Mondays. Please check your email or child's bag on the day as they contain useful information. Please inform the office if you have not been receiving these weekly. Current ones are on display on the Notice Board at the School Gate.. Also on the web page – www.stleonardsdn.school.nz (Please check your junk mail folder – just in case)



Out Of School Visits And Cultural Activities

During the year our programmes include both visits and visitors. Some require a cost per child while some require assistance with transport and supervision. Notification of an impending activity is sent home in advance. Money for the activity will be invoiced each month. Permission for a child to attend off-site activities is requested from parents/caregivers at the start of the year and with new enrolments.

Outdoor Education

Camp week will be held in Term 1. Details closer to the time.



OWLS – Opportunity for Wider Learning

All students are encouraged to be the best they can be and realise that everyone has something they shine at. We aim to extend all students through the learning they do in their classroom. We will take advantage of every opportunity in or out of school using visits or visitors.



PAL'S

Physical activity leaders (PAL'S) are senior students who lead other students in physical activity and encourage all to be more active. They also look at ways to encourage participation for all students and plan activities to ensure this.



Parent Involvement

We encourage parents, caregivers, neighbours, grandparents and friends to become involved in our school. Help may take the form of working with library books, art and craft activities, transporting to and from, and helping with off-site activities, or in the classroom helping children to write their stories during language programmes or listening to them reading their books. If you have special skills/knowledge that you would be happy to share with the children, please contact Chris, Sarah, Alice or Jo. You are most welcome and we would love to have you involved.

Personal Responsibility



Children are encouraged to take responsibility for their safety and actions, and care for the school property. Please discourage children from bringing any toys, including electronic equipment to school as these can easily be broken or lost causing concern to all involved.