

WELCOME TO PARNELL DISTRICT SCHOOL

Mission Statement

Parnell District School will be a secure, inclusive, respectful, happy and challenging place focused on growth and learning for all.

Motto

“By Courage and Wisdom”



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The school at Kiwi Kapers in the Aotea centre in 2009

BRIEF HISTORY

Parnell District School came under the jurisdiction of the Auckland Education Board in 1873 and was one of the first eight schools to do so.

A private school in the St Mary's Church Hall was taken over for this purpose, but this soon proved inadequate. A permanent building was opened in April 1880 in Parnell Rise and by June had a roll of 327.

The roll number continued to grow, rooms were added and a separate Infant Department built. This gave rise to the problem of insufficient playing area.

After much negotiation for flat land, the present site on St Stephens Avenue was acquired from the Anglican Diocesan Trust. This site has previously been used by St Stephens Boys School, a brother school of Queen Victoria Girls School which has sadly now been closed.

The main block, including staffroom, was opened in 1933. A four classroom junior block was built and opened in 1937. Major interior alterations were completed in 1982.

As a result of roll growth since 1993 and reduction of class sizes, seven new classrooms as well as a hall and new administration block were completed since 1996-97. A new library was built in 2002 and a new block with a Performing Arts Room, Science and Technology Rooms was completed in March 2007.

The character and style of the original buildings were deliberately incorporated in the design of additions.

Parnell District School is a full primary school including an Intermediate School.



The opening of the present school in 1933

Our Vision

Our Vision (The Parnell Learner)

Parnell learners will become:

1. *Lifelong critical thinkers by being:*

- Active learners
- Creative
- Able to ask high level questions
- Open minded – embracing and tolerant of other’s opinions
- Aware of their own needs and skills

2. *Responsible for their own learning by being:*

- Engaged in learning
- Enthusiastic about learning
- Respectful of each other/teachers
- Organized in their work habits
- Emotionally intelligent - resilient
- Confident
- Independent
- Challenging of their own learning

GUIDING PRINCIPLES

To prepare children for further education and for life beyond the school, enabling them to become compassionate, inquiring, confident and competent adults in society by

- Encouraging and showing them how to take responsibility for their own learning to become independent and self reliant.
- involving them in leadership roles and decision making.
- providing quality education relevant to the needs of each individual thus maximizing their potential
- providing a broad based curriculum
- ensuring each child achieves success
- encouraging courtesy, honesty and respect for others.

To achieve a warm and supportive school environment where people are accepted and valued and feel able to express themselves intellectually and emotionally.

To build a learning community of shared goals, values, ideas, ideals and commitments by

- effective communication and consultation with parents / family and the wider community
- utilizing the diversity of resources and strengths of the community
- valuing and modelling positive attitudes that reinforce learning as fun
- encouraging and facilitating teamwork and co-operation amongst staff

To encourage children to understand and appreciate the multi cultural diversity of our community and society and promote knowledge of and pride in New Zealand's dual cultural heritage by recognizing the Treaty of Waitangi.

To be an innovative school where we constantly work to analyse and assess our own performance in a continuing effort to improve.

To provide beautiful and safe physical surroundings within a context of design integrity and a cohesive overall development plan.

To provide effective leadership, organization and administration.

To ensure that changes made to the school are consistent with long term and annual planning decisions.



GENERAL INFORMATION

School Hours

- Start 8.50am
- Morning Interval 10.30-10.50
- Lunch 12.30-1.25
- Finish 3pm
- Children may enter the school grounds at 8.15am and classrooms at 8.30am
- Teacher supervision commences at 8.30am

Enrolment

- Pupils may be pre-enrolled at age 4
- Pupils may start school on their 5th birthday
- The school arranges visits to the new entrant classroom one week prior to beginning school
- Evidence of NZ residency needs to be viewed
- Please bring for viewing an official document showing the child's date of birth when enrolling a child at school
- An immunisation certificate is required for children born on or after 1 January 2000.
- At present the total roll of the school increases to approximately 465 students during the year.

Attendance

- Regular attendance is expected.
- Please notify school by 9am if your child is to be absent.
- Please send a note when your child returns to school after an absence.
- Children arriving late must report to the office on arrival.
- Children who are absent for more than 20 school days will be taken off the school roll unless a letter is received indicating the date of their intended return.

- Children leaving school during school hours require permission and must be signed out at the office.

Family Contributions

- Set each year by the Board of Trustees.
- Payment at the beginning of the year is preferred but other arrangements can be made by contacting the school office.

Homework

- Your interest and encouragement is essential.
- As a guideline, time spent on homework should be approximately
- 10-15min for Junior School children
- 15-30min for Middle School children
- 30-45 min or Intermediate children
- Some children enjoy doing projects etc and may choose to spend extra time on these.
- In coming years Knowledge net (accessed on the internet) will become the cornerstone of our homework

Uniform

- The Board of Trustees has introduced a compulsory school uniform for daily wear
- Sports uniform must be worn when representing the school.
- School policy states that children are to wear sun hats during the months of daylight saving (full brim, bucket or legionnaire style).
- Parnell District School uniform can be purchased from Postie Plus, Wagener Place, St Lukes (opposite the Mall)
- Some 2nd hand uniform is for sale on Tuesdays between 3pm and 3.30pm
- Older children should change to suitable clothes for PE and sport.

Valuables

- The school does not accept responsibility for the safe keeping of any item.
- Games, scooters and skateboards are not permitted at school.

Lost Property

- **Please name all clothing and other property**
- Lost property is regularly displayed.
- Unclaimed items are given to charity.

Water Safety

- During summer children use the Parnell Baths Pools as part of the water safety programme. Intermediate children participate in the Water-wise yachting programme.
- If through ill health a child is unable to participate, a note is required.

Stationery

- Stationery lists are sent home at the end of the year so that as many children as possible start on day 1 with stationery.
- All further requirements are available from the school office.



After School Care

- After school care is run in the school hall by staff from the Parnell Community Trust. Enquiries can be made on 379 2095.

Library

- Children are encouraged to take home library books.
- We ask that they be taken care of.
- Contributions are requested to offset the cost of lost books.
- We appreciate parent help in the library.

Property Damage

- Where damage is done to the school, by willful act, an account for repairs will be sent to the caregiver.

Choir

- Usually for Y6-Y8 pupils. There is the opportunity to participate in choral festivals during the year.



Sporting Opportunities

- Year 4-6 children participate in Bay Suburbs sporting fixtures with other local schools.
- Year 7 & 8 children participate in Eastern Zone competitions.

PARENT / SCHOOL COMMUNICATION

Reports and Parent / Teacher Conferences

- Meet the teacher evenings are held in Term 1.
- Student led conferences are held at the end of Term 2.
- A summary end of year report for each student is issued in early December.

Parent Participation

- Parent helpers are required for trips, sports, class activities, library etc.
- Requests for helpers in the junior school are regularly made.

Newsletters

- A school newsletter is sent home with the eldest in the family every fortnight on a Monday.
- Community notices are also distributed from time to time.
- The fortnightly newsletters are posted on the school website.

Assemblies

- Full school assemblies are held on alternate Fridays in the school hall. Dates are notified in the school newsletter and parents and friends are warmly invited to attend.



INTERMEDIATE SCHOOL

The school offers a complete Primary education through to Year 8.

Year 7 and 8 children enter our Intermediate School which is staffed by teachers who specialise in meeting the needs of emerging adolescents.

Features of Learning Programmes

- Streaming to offer more individualized programmes in core curriculum areas
- extension and recovery teaching
- children are expected to take more responsibility for managing their own learning
- use of information technology is taught
- a secondary school skills programme focusing on self management skills is offered
- adolescent issues programme
- specialist technology programme.
- opportunities to participate in NSW Exams and the Otago Problem Solving Challenge
- Mandarin is taught at Parnell in Year 3-8 by native speaking teachers. We have a sister school in Taipei

Personal Growth

Intermediate pupils are given opportunities to develop leadership skills and take responsibility within the school e.g. crossing patrols, assisting in playground duty, running school assemblies and assisting office staff.

- Senior students act as role models and leaders with younger students on trips, school programmes and in the playground.
- Individual identity. As a relatively small group within the school our Intermediate children continue to be treated and valued as unique individuals and do not get lost in a crowd of children of the same age.

Sport

- The Intermediate pupils participate in the Bay Suburbs Sports Programme. Through this they have opportunities to participate in a wide variety of competitive sports e.g. swimming, cricket, tennis, hockey, rugby, netball, volleyball, softball, soccer, cross country, athletics.
- Sports exchanges with other full primary schools provide opportunities for social sports occasions.

Outdoor Education

Major outdoor education experiences are provided for Intermediate pupils through a binannual week long camp in Wellington

School exchange with Piopio College. Children are billeted on farms and experience country life through home-stay / trips / excursions in and around the local area. They have the opportunity to host country children in the city.

Please refer also to the separate intermediate department prospectus – available on the website.

BOARD OF TRUSTEES

The Board consists of five parents, elected by parents of pupils for a three year term, the Principal and a staff representative, elected by staff members.

The current members of the Board are

- | | |
|--------------------|---------------|
| • Richard Leggat | Chairperson |
| • Geof Nightingale | Treasurer |
| • Kay Marshall | Secretary |
| • Jo Ballagh | Staff Trustee |
| • Gary Cain | Principal |
| • Maria McElwee | STA Liaison |
| • Anna Tierney | PTA Liaison |
| • Brian Watt | Property |

The Board of Trustees meets at 6.00pm at the school on a Monday each month, excluding January. Anyone may attend these meetings.

A copy of the school charter and minutes of the Board of Trustees meetings are available at the office on request.

Key Roles of the Board

1. Take overall responsibility for the school.
2. Set goals and policies for the school and monitor performance of the school against those goals and policies.
3. Appoint and support the principal of the school.
4. Ratify the appointment of all staff.
5. Ensure that the school operates as a good employer.
6. Ensure that there is a good communication between the school and its community.

The Board's role is not a "hands on" management activity. The Board sets goals and policies, the principal and staff implements them by fulfilling the day to day management and professional tasks within the school.



HEALTH AND SAFETY

Accidents and Illness

- Minor cases are treated at school.
- You will be contacted if there is a concern.
- Please ensure the school has current contact telephone numbers.
- Please advise the school office if there are details of a child's medical history the school should know.

Medication

- Please advise the school office if your child needs medication at school. Children should not keep any type of medication in bags or desks, unless by special arrangement
- Allergies - please advise the school of any allergy your child has.

Hearing and Vision

- With parental consent, children are checked during their first year at school and in Year 7. Parents are notified if results show medical attention is needed.
- Other children, who have parental consent, are tested on parents and teachers requests.

Hair

- Please check children's hair regularly for head lice.
- Instructions for treatment are available from the school office or from a chemist.

Dental Nurse

- Contact Newmarket School Dental Clinic Ph 524 0818 as there is no longer a dental clinic on site at our school but the mobile clinic is here for a few weeks each year.

Public Health Nurse

- Visits the school regularly.
- Please inform the school if you have a concern about your child's health.
- Referrals may be made by parents or teachers.
- Parents are kept informed if referred by the school
- 5 year olds may have a complete health assessment.

Road Patrols

- School crossings are patrolled by pupils under adult supervision from 8.30am to 8.50am and 3pm to 3.15pm every school day.
- School patrols are trained by the Police Education Officer.
- Please ensure that children arrive at school when crossings are patrolled.
- Parents are asked to respect the patrols, use the crossings and also part their vehicles correctly.
- Please do not park in the school grounds.



PARNELL DISTRICT SCHOOL EST. 1873

St. Stephens Avenue, Parnell, Auckland 1052, New Zealand
Phone: (09) 379-3008, Fax: (09) 379-3942, Email: office@parnell.school.nz
Website: www.parnell.school.nz

Enrolment at Parnell District School

The Education Act 1981 entitles a person who lives in the home zone of a school that has an enrolment zone (such as Parnell District School) to enrol at any time to that school

Schools may actively collect any information and make any necessary enquiries to ensure the enrolment details in an application are correct.

The address given at the time of pre-enrolment (the period before the child is actually at school) must be the student's usual place of residence when the school is open for instruction. This means that if a family enrolls at the school when they are living at an in-zone address, but subsequently move out of zone before the child's first day at school, the child will not be permitted to attend school and the Board can withdraw the offer of place made on this basis of the given address.

Enrolments based on false information or temporary residences

The Ministry of Education advises that parents should be warned of the consequences of attempting to gain enrolment by knowingly giving a false address or false information or by making an in-zone living arrangement which is only intended to be temporary

- renting accommodation in zone on a short term basis
- arranging temporary board with a relative or family friend
- using the in zone address of a relative or friend as an "address of convenience" with no intention of living there on an on-going basis

If the school learns that the student was not living at the in-zone address giving at the time of pre-enrolment, or the school believes there are reasonable grounds that a temporary in-zone residence has been used for the purpose of gaining enrolment at the school, then the Board may review that enrolment. Unless the parent can provide a satisfactory explanation in 10 days the Board may annul the enrolment.

Moving out of the Home Zone after commencing attendance at Parnell District School

All changes of address to the student's usual place of residence must be notified to the school in writing, both for administrative purposes, and to facilitate emergency contacts. When a family seeks to move out of zone, but to keep the student at Parnell District School an application should be made to the school in *writing prior to the move*.

The school may require you to fill out an enrolment questionnaire to assist with the application process



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Application for an In-Zone Place at Parnell District School

Please fill in the application form and return to the school office with

			Your Checklist
1	Certified documents to support the home zone residential address of the student	<p><u>Owner occupied property</u> (one of the following)</p> <ol style="list-style-type: none"> 1. Recent power account (both pages) 2. Recent Telephone account 3. Rates/valuation notice or sale and purchase agreement <p><u>Rental Property</u> (one of the following)</p> <ol style="list-style-type: none"> 1. Recent power account (both pages) 2. Recent telephone account 3. Fixed term rental agreement 4. confirmation of receipt of bond from Tenancy Services 	
2.	Copy of most recent school report	when applicable	
3.	Certified copy of birth certificate	Five year olds or first time at a NZ school.	
4	For students born outside of New Zealand	<p><u>One</u> of the following <u>Certified copy</u> of</p> <ul style="list-style-type: none"> • NZ Passport • Other passport showing personal details • Permanent residence permit • Student permit and entry stamp together with passport of parent showing work permit and entry stamp • Certificate of citizenship 	

Certified means that a copy of the required document **and its original** is shown to the person signing your statutory declaration

LOCAL SERVICES

Refer also the school website for a comprehensive breakdown of activities your family may be interested in. www.parnell.school.nz

Parnell Community Centre

Jubilee Building

545 Parnell Road, Parnell

Phone 379 2095

- after school care operating from Parnell School Hall
Mon-Fri 3.00-6.00pm Phone 379 2095

Gladstone Park Early Childhood Centre

27 Balfour Road, Parnell

Phone 377 1150

Mon-Fri 7.30am-6.00pm

Parnell Library

545 Parnell Road, Parnell

Phone 373 5082

- Open Mon-Thurs 9.30am-5.30pm
- Friday 9.30am-8.00pm
- Saturday 9.30am-4.00pm
- Storytime (preschoolers)
Monday 11.00am

Parnell Early Childcare Centre

Glanville Terrace, Parnell

375 7181

Mon-Fri 7.45am-5.45pm

Doctors

Parnell Medical Centre

St Georges Bay Road, Parnell

Phone 377 4427

Parnell Kindergarten

Alberon Street, Parnell

Phone 377 3071

Parnell Doctors

52 Gladstone Road, Parnell

Phone 309 2153

Playcentre

Newmarket Playcentre

Hapua St/Shore Road

Phone 524 9576

- Mon-Fri 9.00am-12.00pm

Re-cycling

- Clothing bins are located at the Gladstone Road side of the school.

Child Care

First Steps

7 Ngaoho Place

Parnell

Phone 373 3477

Mon-Fri 7.30am-5.45pm

Sporting Opportunities for your child

Our school website has a comprehensive section which details the sporting opportunities for your child in the local area – It includes the most up to date contact information the school currently has.