



"Paddling the Waka Together to Reach New Horizons "
He waka eke noa ki te pae tawhiti

An Introduction to Conifer Grove School's Ara Tūāpapa Class

Kia Ora and welcome!

The partnership between home and school is crucial to ensuring student success. Please find the following overview of what to expect as a parent of a new entrant child at Conifer Grove School.

Ready for School - Developing Independence

As much as we love to help our kids, sometimes by doing this we are not enabling them to be independent. Please encourage your children to practise simple forms of independence from day one. We understand that each child is different and has different needs, but for most there are easy tasks that can build confidence and independence.

They will be encouraged to:

- Carry their own school bags
- Put their book bags away in the boxes available
- Hang up their own school bag (lunch box stays in the bag)
- Pack it all back up at the end of the day
- Open their own food items

Before your child starts school, it is helpful if they can:

- Go to the toilet independently and wash their hands effectively
- Put on and take off their own jacket, sweatshirts, shoes and socks
- Do up their own shoes
- Blow their own nose
- Zip up and unzip their school bag
- Open and close their lunch box

They will find it easier to participate in our classroom if they:

- Know how to take turns, and wait for things
- Know the names of colours and basic shapes
- Can recognise and write their own name
- Are able to hold a picture book and turn the pages carefully
- Can sit for a short period of time for learning discussions and activities

Stationery

It is not necessary to purchase stationery for your child as the School will be supplying these resources in 2023.

Uniforms

- Please ensure that your child is wearing the correct uniform. The uniform can be purchased from The Warehouse, Takanini store. Please note that if coloured vests/t-shirts are worn underneath your child's polo shirt, it is not to be visible.
- Please also name each item of clothing clearly with your child's name in TWO places.
- Hats are to be worn in Terms 1 and 4 (after Labour Weekend). Please make sure you purchase a red bucket hat - the green School caps are for our senior children in Years 7 and 8.
- Black sandals or black shoes (with black socks)
- Nail polish is not to be worn and long hair should be tied up with brown, black, red or green hair ties. No jewellery to be worn other than a small pair of stud earrings.
- For more information on our school uniform please refer to the [school website](#).

First morning of school

- Classrooms open for students at 8:30am. I recommend that you arrive at school between 8.30am – 8.40am to settle your child in.
- Children are to walk in independently - not be carried in.
- Please encourage your child to hang their school bag on their named peg, then accompany him/her into the classroom. I will greet you both and guide your child through the signing in routine. New students will often seek support and encouragement from their parents/guardians so please do stay to watch your child sign in.
- I understand that it is tougher for some children than others to say goodbye to their loved ones in the morning, but I assure you that they recover quickly and are absolutely happy soon after you go. To make the transition easier, I recommend that you leave 10 minutes before the bell goes so that they have time to settle.

Subsequent daily morning routine

- Children are to hang up their own bag on their peg
- They are to walk into the class
- Move their name 'onto the waka' on the Whiteboard
- Help unstack the chairs
- Then they can play until the bell rings signalling the beginning of the school day.

At the end of the school day - everyday

- Please wait outside the classroom. I ask that you do not come up the ramp or steps to either of the classroom doors as this can be distracting for all of the children and can hinder our end-of-day routines.

- I escort the children out at 3pm and release them one by one to adults/siblings that I recognise/have been advised about. If someone else is collecting your child, please let me know in advance as I won't release them without your authority.
- Children that are not collected by 3.05pm are taken to the School's office.

Homework

- There are no set homework tasks but...
- Conversation with your child about their learning and what happened in their day is vital for their development – devices are not.

Their book bag

- Your child will receive a book bag. This book bag will be kept in the classroom and will be sent home if there are notices that need your attention.
- Please ensure that their book bag is returned to school the following day.

Lunch Boxes

- We have two scheduled break times during the day:
 - Break 1 is 11:00 -11:45am,
 - Break 2 is 1:15 - 2.00pm.

Each break time begins with 10 minutes of seated eating time and then the children are allowed to go and play. They are allowed to remain eating if they wish.

- Please try to pack nutritious foods for your child and be realistic as to how much your child can eat in a social setting.
- I ask that you snip open any pre-packaged foods, begin peeling any tricky fruit (to encourage independence) and yoghurt pottles are placed in a ziplock bag with a teaspoon.
- Conifer Grove School is a water-only school so please keep juice as a treat at home.

Absences

Please advise the school before 9am if your child is going to be absent. You can advise a student absence in a number of ways:

- Phone: 09 299-7490 or
- Freephone: 0800 CGCALL / 0800242 255 (leave a message on absence line)
- Email: admin@cgschoolac.nz
- [Skool Loop APP](#) - go to 'Absentee'
- On the school website: www.conifergrove.school.nz - click on 'Contact Us' and then 'Absences'.

Communication

If your child becomes unwell while at school, the office staff will contact you directly. It is important that you inform the office of any changes to your contact information.

We understand that it is not always possible to make appointments outside school hours, however, if your child is going to be late due to an appointment or you need to collect your child for an appointment during the school day, please contact the school office in advance. On arrival you must report to the office and sign your child in/out - your child will then be escorted to/from the classroom by a staff member.

Notices and schoolwide messages are sent to caregivers using:

- 1) Notifications via Skool Loop APP (free download on Google Play or Apple Store) subscribe to Conifer Grove School
- 2) Email via HERO Student Management System (new user email will be sent to you once your child has started school)
- 3) Class Dojo

Access to the school

During morning drop off and afternoon pick up times, the Evanda Cres entrance is very congested. It is a good alternative to walk to school or use the side entrance on the Evanda Cres walkway to access the school. Parking is very limited on Evanda Cres, with areas where parking is not permitted during these times. In the interest of safety for all of our students, we ask that you take extra care when driving around our community during these busy times.

I look forward to working with you and getting to know your child, and encourage you to talk to me if you have any questions or concerns.

- Ms Robyn Aston