

# KAIWEKA HUB



*Ki Te Taumata  
Aim for the Best*

2024

# WELCOME TO OUR HUB



Welcome back to the 2024 school year. We are very excited about teaching your child/children this year.

We believe that by all of us working together we can make this year a very successful one, and we consider it of utmost importance that you be an active part of your child's education.

You are invited to phone, email or visit Kaiweka Hub any time that you have a question, concern or celebration around your child's learning that you would like to share with us

If you have expertise in a specific field, an unusual hobby, or have a different culture that you would like to share, please let us know. We would love to meet with you about the possibility of you sharing with our team. We are always looking for new and exciting opportunities to offer to our students! Some permission slips are attached to this booklet, please cut off and return the forms to the school office by the due dates.

We consider it a great privilege and responsibility to be your child's teacher this year and look forward to working with each of you.

Nga Mihi

Leilah, Murray and Sam



# HUB BACKGROUND

Nestled between Ngongotahā and Taumatatekapua, invigorated by the Wetlands abound and bathed in the waters of the Waiowhoro and Rotorua the landscape frames the school as if a created artwork from a classical master. We draw from the surrounding landscape for inspiration in the naming of our learning areas.

Kawaha Point Primary School takes its name from a pocket of land that was located in part of an old fortified pā site known as Taumata-a-rangi (Wetland located between Kawaha Rd and Grand Vue Rd) predominantly settled by Ngāti Whakaue who still exercise mana whenua over the area.

The school was established in 1979 and will be looking to celebrate our 50 year anniversary of teaching and nurturing young minds in 2029.

## KAIWEKA HUB

Our year 5 and 6 children are innovated by the stirring sound of Murirangaranga to the ancient homestead of Hinemoa and Tūtanekai, Kaiweka, looking back and reflecting on their achievements of the “Peaks of furtherance” (Ngā matatihi whāngai), here at Kawaha Point Primary School as they are emboldened to ascend to new heights here at Kawaha and beyond.



# VISION & MISSION

## Vision



## Mission





# SCHOOL VALUES





# SCHOOL DISPOSITIONS

## KPS THINKER

I am curious about the world- I develop my passions and wonderings

I modify my thinking and choices with justification

I wonder, I ask, I find

I drive my learning by asking questions

I am confident and engaged in my learning

I select and discuss strategies from my back pack

I want to find out more

**I am a problem solver and a problem finder**

I can use a variety of thinking tools

**I REFLECT ON MY LEARNING AND SET GOALS**



## KPS EXPLORER

I am courageous- I get into the learning pit-wobble and learn!

**I CAN RESEARCH TO FIND OUT NEW INFORMATION**

I know what I am learning and why I am learning it

I talk about and track my progress

I actively co-construct and use feedback to help make decisions about my goals and next steps

**My standards are consistently high**

I take full responsibility for organising myself

**I HELP OTHERS TO BE ORGANISED**



## KPS CITIZEN

I recognise and name my emotions and behavioural choices

I regulate my emotions and behaviour choices

I am confident in who I am

I am proud of who I am

I show who I am

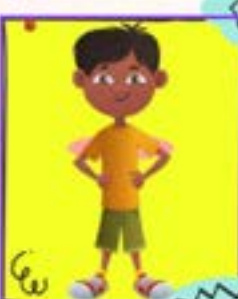
I am a positive member of my community

I value others for who they are

*I am happy to lead a team*

**I model how to be a team player**

I care for others and the environment



## KPS COMMUNICATOR

I communicate confidently

I contribute to discussions

I express ideas clearly

I am an active listener

I am able to articulate my point of view

I can summarize key points

I can use a variety of tools to communicate

**I can express my ideas creatively**

I work effectively and willingly in collaboration with others





# OUR TEAM



**Whaea Leilah**  
Hub Leader



**Miss Sam**



**Matua Murray**



**Whaea Delaney-**  
Learning Assistant



**Whaea Katie**  
Release Teacher

## OUR CONTACTS



leilah.zainey@kps.school.nz. Space 17



murray.bowden@kps.school.nz. Space 16



sam.gillard@kps.school.nz. Space 15





# TERM AHEAD DATES



**KAWAHA POINT**  
KEY DATES 2024



**Week before school starts:**

**Monday 22nd January 2024** our school office opened each day for stationery and enrolments. Senior staff onsite

**Thursday 25th January 1pm-4pm**  
Meet and greet afternoon and BBQ- pop in and meet your class teacher and check out your class and hub!

**Auckland Anniversary weekend**

**Term 1 -2024**

Tuesday 30th January to Friday 12th April

School starts Tuesday 30th January 9am.

Monday 5th February- Staff only day- NO School

Tuesday 6th February- Waitangi day

Easter- Friday 29th March to Tuesday 2 April

Monday 29th April to Friday 5th July

Monday 3rd June Kings Birthday

Tuesday 4th June MOE teacher only day

Friday 28th June- Matariki

**Term 2 -2024**

**Term 3-2024**

Monday 22nd July to Friday 27th September

Monday 12th August Teacher Only Day

**Term 4-2024**

Monday 14th October to Wednesday 18th December

Friday 25th October MOE teacher Only day

Monday 28th October Labour day








# OUR SCHOOL DAY



## SCHOOL TIMETABLE

### KPS TIMETABLE



TIME	MON	TUE	WED	THU	FRI
8.00-9.00	School Warning bell at 8.55				
9.00-10.00	School Starts at 9am Block One- 9-10.40				
10.40-11.05	First break is at 10.40- the children go straight to play				
11.05-11.30	11.05 the bell goes- and the children are given their school lunch.				
12.00-13.00	Block 2 is from 11.30-1pm				
	1pm-1.30pm the children go to second break.				
	The bell goes and they come in and eat afternoon tea- snacks from their lunch boxes until 1.45				
1.45- 3pm	Block 3 is 1.45 to 2.55pm				
17.00-18.00	School finishes at 2.55pm				

# REMINDERS

- All students must wear their sunhats in Term 1 and term 4
- iPads, laptops and chrome books are used at school for learning and all students must follow our Kawaha Point School Digital Device Agreement
- Cellahones are to be handed into the office ON ARRIVAL at school and can be picked up at the end of the day
- Please ensure all non-uniform items are left at home. A signed note from home must be given if a student is out of school uniform
- Our Kawaha Point School Behaviour Management Plan is attached.
- Please note that there are some things that are not always on our 'list' and some incidents have to be discussed with our Senior Leadership Team before a consequence is given.
- The school uses a Class Dojo reward system along with house points to encourage positive behaviour and learning. Rewards include, lunch with the teacher, family reward, etc
- House points are up for grabs also in the playground to encourage behaviour- with a house shield to be awarded to the winning house at the end of year prize giving.
- Winning house each term- with the most points- win hot chips the following tem.



# BEHAVIOUR PLAN

KPS Behaviour Stages				
Ka Kaha - Ka Whang, Ka Moa - Ke Beave, Ka Marawaru - He o great heart.				
Stage 1	Stage 2	Stage 3	Stage 4	Stage 5
Verbal reminder	Thinking time	Time out	Ref/Conference	Leadership Intervention
<p>1. Teacher identifies the inappropriate behaviour - verbal reminder for student expected behaviour.</p> <p>2. If the behaviour continues the teacher will repeat 1. But will inform the child that this is their second reminder and that name will go in the record of incidents.</p>	<p>1. The student is moved to a quiet space within the class to have some thinking time to reflect on their behaviour and to continue working there independently until such time they can return to join the rest of the class.</p> <p>2. Name is put in the record of incidents.</p> <p>3. A whole/classwide focus on one of the top 1 behaviours can happen.</p> <p><b>Reflective question - Have you thought about contacting whānau? This could help establish the function behind the behaviour.</b></p>	<p>1. The student is removed from their classroom as they have not managed to correct their behaviour at step 1 and 2.</p> <p>2. The student waits in another class (buddy class) until the next break.</p> <p>3. The student and the teacher who asked them to leave the class meet at the next break to discuss why they were removed. The function of behaviour and to reach or reinforce our expectations (see chart).</p> <p>4. If the behaviour continues the teacher will escort the child to the CC room and return later to hear the story/consequence.</p> <p>5. Parents/caregivers will be notified/assigned by either lead team or teacher about the incident.</p> <p>Please note the step three will be repeated - and a decision will be made if it is step 2, 4, or 5.</p>	<p>1. Parents are informed and a family conference/ul is held between the teacher, student, and parents to discuss the behaviour issue and establish a behaviour plan if necessary.</p> <p>2. If needed a Restorative Circle is done (if costs involved) and a restorative conference will be held.</p> <p>3. Missing the next school event will be part of the consequence (context and conditions parent to assist if event happens).</p> <p>4. Time out for 1 day, isolated play and lunch, this can be extended to 2 days (stage 4.8). Busy class and sitting up/submit in break.</p> <p>5. Check in and check out for a week of every lunch. With leadership.</p> <p>6. If place maybe needed.</p> <p>7. Need to have 5 days of positive behaviour.</p>	<p>1. Immediate 3 day stand down with paperwork or 3 day interval (in context). If at school no play or lunch, isolated play outside the office where they can be seen.</p> <p>2. The principal meets with the parent, child, teacher and DPT to discuss a behaviour plan if one in place and to teach and/or reinforce expectations.</p> <p>3. If there is no behaviour plan in place, a decision with partnership with whānau, student and school as to whether one is now needed and what supports can be put in place to help the student make good choices and experience success, e.g. USC.</p> <p>4. If needed a restorative circle can be held with the class. Also, if needed a restorative conference.</p> <p>5. Missing a school event/part for the coming week will be part of the consequence.</p> <p>6. BCT and staff will be informed about the incident.</p> <p>7. Stand down from a leadership role or deemed appropriate.</p> <p>8. Night of play and lunch e.g. rubbin, sandpit sweeping for lunchtime period for the whole week.</p> <p>9. Check in and check out for the coming week once off 3 day stand down.</p>
<p>Staff member deals with the behaviour in context of the time.</p> <p><b>Minors</b></p> <p>Disruption, disrespect, late to class, dishonesty, unfinished work, inappropriate language, running away, running inside the class, play fighting, rude or cheeky, being out of bounds, back chat/holding eyes, name calling, attention seeking, talking over top of others, avoiding work, littering, throwing things over fence/disrespecting neighbour, inappropriate use of sports equipment, e.g. kicking balls in piazza.</p>	<p>Staff member deals with the behaviour in context of the time.</p> <p><b>Repeated Minors</b></p> <p>Defiance</p>	<p><b>Repeated continuous Minors...Plus...</b></p> <p>Deliberately swearing, continuous sabotage of learning/teaching, leaving school boundaries, misuse of property, aggressive push/shove/punch/biting/kick/spitting, violence, threatening or intimidating behaviour, continuous leading and name calling, stealing, misuse of ICT, lying (blatant).</p>	<p><b>Record in Day</b></p> <p>Aggressive verbal response, throwing objects with the intent to harm, deliberate damage of property including tagging, physical and intentional push/punch/shove/kick, yelling abuse of staff/adults or children, prolonged incidents involving name calling and teasing (targeted), racial comments/filming and sharing images, deliberate lying, indecent exposure (sexualised behaviour), inappropriate touching (harassment).</p> <p><b>(MAJORS)</b></p>	<p><b>Record in Day</b></p> <p>Bringing/using weapons, intentionally and continued physical, emotional, verbal harm, intentional physical abuse with a teacher, child or adult, vandalism, vaping, huffing, smoking, alcohol, inappropriate use of solvents, extortion (intimidation) associated behaviour (assault).</p> <p><b>(MAJORS)</b></p>
		<p><b>Record in Day</b></p> <p>*Can be upgraded</p>	<p><b>Record in Day</b></p> <p>*Can be upgraded</p>	<p><b>Record in Day</b></p>
				<p>Any step 5 behaviour put into context and its prolonged, continuous and recurring, use of drugs.</p> <p><b>(MAJORS)</b></p>

# UNIFORM

Tamariki are expected to wear the correct school uniform every day - school shirt, shorts/skort. A school hat has been given to all children. Only school hats are allowed to be worn at school.

## SWIMMING & SPORT

All year groups will be swimming at the Aquatic Centre in Term 1.

A Separate notice will go home with the children

If an interschool event is happening, we will also notify you with notices to see if you wish your child to compete. We will pop these through the HERO / Facebook page.

## HOMEWORK

Homework is not compulsory but we would like you to do some if you can! We encourage your child to read regularly at home.

Learning times tables also helps children to solve maths problems quickly and efficiently.

Each hub will be setting out guidelines around this.



# QWEST

## QUESTIONS WE EXPLORE AND SOLVE TOGETHER

**Our QWEST word** for the year Hapai Ako (To Build- Elevate- empower).

Each term we will have a specific focus for our learning.

## Term One: Me and My Whanau.

Some areas of focus: Repeha, family tree, what's behind a name, what makes me special, my family history.

**Term Two:** My School and Community.

Some areas of focus: Our school Cultural narrative-  
the significance of our names.

Matariki, different cultures in our community. Arts Splash evening.

### Term Three: My NZ, My World

Some areas of focus:. Recycling and sustainability

## Term Four: WOW Weeks

This includes grandparents day, Christmas, market day.



# YEAR 6 LEADERS

If your child is in year 6 there is an opportunity to apply for a senior leadership role at KPS.

From school captains, sports captains, house captains and librarians

Please see your teacher for more information.

The leadership team will be announced in week 2

The applications are due in week 3.

The year 6 leaders will be our school ambassadors so attendance and good behaviour is vital.

## EOTC CAMPS

Year 3-4 camp	2 day stay at <u>Whakamaru</u>	Term 3	
Year 5 and Year 6	3 day stay at Totara Springs	Term3	
Year 6	Kelly <u>Tarltons</u> Overnight stay	Term 4	Celebration camp
Marae Noho		TBC- looking at Term 2	
Year 6	Leadership days	Term 1- <u>Waimarino</u> Term 2- Term 3	Build leadership skills and teamwork for all year 6s.
Ski trip	Year 1-6 – optional/ day	Term 3	



# BREAKFAST LUNCHES

Our Breakfast club is from 8.30-8.50am every morning in the kitchen.

The children can come and eat here-we offer toast, spreads, milo and Weetbix.

Our school lunches are supplied by FAT DOG cafe, They are made to the Ministry of Education Guidelines. (eg salt, fat and sugar content is controlled)

If your child has any allergies, please contact Kiri in the office and she will let the caterers know.

BBQ Fridays are week 3-6-9 we offer a BBQ sausage (\$2)- sometimes hamburgers and ilicees. Keep an eye out to place an order.



# COMMUNICATION

The following ways you can keep up with what's on at KPS..

1. HERO app-this is our school app more information will be sent in the coming weeks- but notices/ absences/ newsletter/ first aide incidents will all be posted via our app.
2. School Facebook Page- this has photos/ videos and other notices
3. School text- have we got your cell phone number? This way you can be sent reminders and updates in a short text.
4. School website- we have a brand new website - [www.kawahapoint.school.nz](http://www.kawahapoint.school.nz) check it out!
5. Fortnighly Digital newsletters- make sure we have your email address...or ask at the office for a paper copy
6. Drop ins! Our beautiful office staff are always happy to help- or come and see us in the class.
7. Maria, our principal, and Jenny our DP are on duty in the morning at the road patrol or Breakfast Club- stop and have a word with them. Or in the afternoon you will find them on road patrol or car park pick up!
8. Maria's cell is 0272330476 if you need to text or chat to her.
9. Whanau events- come along and chat - we are happy to catch up and help or just talk.





# PERMISSION SLIP

<p>To be referred to the Health Services for any or all of the following:</p> <ul style="list-style-type: none"> <li>• Speech Language Therapy involvement</li> <li>• Social Workers in Schools (SWiS) involvement</li> <li>• Public Health Nurse / Public Health Team</li> <li>• Hearing and vision assessments</li> <li>• Resource teacher: Learning and Behaviour (RTLB)</li> <li>• Resource teacher: Literacy (RT:Lit)</li> </ul> <p>Parents / caregivers will be notified if their child is referred for Health Services.</p>	<p>Yes/ No</p>
<p>To be involved in class trips within the general Rotorua area and during school hours (Separate permission slips will be required for all trips either outside the Rotorua area or outside school hours eg camps)</p>	<p>YES / NO</p>
<p>I / We understand that I / we may be responsible for any medical costs in relation to my child(ren), should the need arise, while on school excursions.</p>	<p>YES / NO</p>
<p>I / We fully support the Behaviour plan</p>	<p>YES / NO</p>
<p>I / We give permission for our child(ren), if selected, to represent the school in sporting and/or academic events in which the school is competing. These events may be held outside the Rotorua area and outside school hours - e.g. inter-school cross-country, Netball tournaments, school quiz, choir, productions, etc.</p>	<p>YES / NO</p>
<p>I/ We understand that if it is noticed that our child has Head Lice we will be informed and will collect our child from school. We agree to keep them at home until they have been treated.</p>	<p>YES / NO</p>
<ul style="list-style-type: none"> <li>• I / We agree to the publication of my / our child's photograph in the; school newsletter   local paper (with regard to the school)classroom blogs / HERO * Kawaha Point School Facebook page</li> <li>• I / We also agree to the videoing of my / our child for evidence of student learning, staff appraisal or as part of school activities or events.</li> </ul>	<p>YES / NO</p>
<p>I would like to be a Parent helper- I am prepared to be police vetted.</p>	<p>YES / NO</p>

### **Updated Contact Details**

Name(s) .....

Home Phone ..... Cell Phone .....

Work Phone ..... Email .....

(send notices to)

### **Emergency Contact (not the same as above)**

Name .....

Number .....

### **ACKNOWLEDGEMENT OF PERMISSION SLIP**

Unless otherwise notified, this Permission Slip will remain current until Term 2 of the 2024 school year.

To ensure your child's involvement, please sign below and return to school. (A copy will be returned to you).

Parent / Caregiver ..... Date .....

### **VOLUNTEERS – WE NEED YOU!**

Our school docs policy says we need to police vet anyone wanting to stay overnight with our children.

If you are keen to help out at camp or our Marae noho and stay overnight we need you to organise a police vet through the school. Do this NOW so we are organised for you to stay with us.

Please come to the office with 2 forms of ID- one must be photo eg license or pass port/ then a card with your name on it eg a debit card- that Our office staff just look at- / sight.

-Deb and Kiri will help fill in the paperwork and send it off.

If you are worried you have a police record- the school just needs to be satisfied that you do not pose a risk to student safety, and we may seek further information as needed.