

Dannevirke South School

Parent/Whanau Information Booklet



Mission Statement:

"In Everything, Our Best"

Our Values:

Respect

Whaka-ute

Honesty

Pono-nga

Excellence

Tino Pai-rawa

Caring

Manaaki

Confidence

Maia

Courtesy

Whakaaro-atawhai

‘Cementing the foundations for successful living & learning through striving for our personal best in everything we do.’

VISION STATEMENT:

For Dannevirke South School our vision is guided by the following principles:

- Students will be provided with opportunities to grow academically, emotionally, physically, socially, culturally.
- Students will accept that they have a responsibility to do their personal best in all endeavours while at South School.
- Students will be confident, motivated and successful ongoing learners in numeracy and literacy as a first priority.
- Students will be excited by their learning and motivated to become active participants in their own learning journey throughout their life.
- Students will develop the attributes and competencies to thrive in and contribute to a constantly changing world, and enable them to become productive and responsible 21C citizens
- Students will be encouraged to develop independence, leadership, respect and to value excellence.
- Students will understand the importance of nutrition and activity to all aspects of their health & wellbeing, including their mental, physical and emotional health.
- Teachers will use digital instructional technology every day to enhance their teaching and improve learning.
- The school community will value the partnership between parents, caregivers, teachers and students so that there is active and meaningful involvement by all parties.
- Consistently teaching, promoting and living a set of core commonly agreed values and high behavioural expectations.
- We value, respect and appreciate the contribution to our school community of all cultures.
- We acknowledge and show understanding of the Treaty of Waitangi, Te Reo Maori & Tikanga Maori.

SCHOOL ENVIRONMENT:

The school's vision statement and guiding principles describes the type of learning environment we want South School to be. Our school community works at all times to provide an environment that is safe, caring, challenging, encouraging and supportive of every individual and their needs, skills and abilities.

We encourage every individual to strive for their personal best in everything they do at South School. We expect high standards and celebrate success across all spheres of learning and endeavour.

Our school's values are at the heart of this environment. Students are encouraged and supported to 'live' the values in everything they do.

ASPIRATIONS FOR THE 21 CENTURY:

For students to be successful and productive in the 21C they will need to:

- Be effective communicators
- Be successful in Numeracy and Literacy
- Have technological capabilities
- Be exposed to a wide range of highly motivating learning opportunities across a range of New Zealand curriculum areas.
- Be self motivated and take responsibility for their own learning
- Think logically and critically and be creative and innovative
- Appreciate the contribution that cultural diversity makes to our school community and society.
- Acknowledge and show understanding of the Treaty of Waitangi, Te Reo Maori and Tikanga Maori.
- Understand, model and live the agreed school wide values

STAFF:



PRINCIPAL
Mr Stephen Snell



DEPUTY PRINCIPAL
Mrs Caroline Gyde



ASSISTANT PRINCIPAL
Miss Jenna Hutchings

LEADERSHIP TEAM:

Miss Jenna Hutchings
Mrs Julianne Jackson
Mrs Destine Greatbatch

OFFICE MANAGER:

Mrs Margaret Streater

OFFICE ASSISTANT:

Mrs Sharalee Clarke

TEACHERS AND ROOM NUMBERS:

Room 1:	Year 0/1	Miss Jenna Hutchings
Room 2:	Year 1/2	Mrs Kristina Richards
Room 3:	Year 2/3	Mrs Caroline Heald
Room 4:	Year 2/3	Mrs Cath Bone
Room 5:	Te Reo/CRT relief	Mrs Hannah-Mae Pilkington
Room 6:	Year 6	Mrs Donna Heaps
Room 7:	Year 4/5	Mrs Laura Wheeler
Room 10:	Year 4/5	Mrs Julianne Jackson
Room 11:	Year 5/6	Mrs Michelle Hewetson
Room 15:	Year 7/8	Mrs Angela Potgieter
Room 16:	Year 7/8	Mrs Lauren Hudson
Room 17:	Year 7/8	Mrs Destine Greatbatch

Relief teacher	Mrs Donna Mason
Special Education Support	Mrs Anna Murphy
Learning Support Co-ordinator	Mr Timothy Cranshaw

TEACHER AIDES:

Ms Phillipa Parfitt
Mrs Sharalee Clarke
Ms Nina Logan
Miss Renee Paewai
Ms Karen Vanner
Ms Kimberly Williamson

Library/Resource/Sports Co-ordinator: Mrs Leigh Buchanan

Caretaker: Mr Fred Koeck

Cleaners Ms Phillipa Parfitt and Ms Heather Hauraki

2020 TERM DATES:

TERM 1: Monday 3rd February to Friday 27th March

TERM 2: Tuesday 14th April to Friday 3rd July

TERM 3: Monday 20th July to Friday 25th September

TERM 4: Monday 12th October to Tuesday 15th December

2020 TEACHER ONLY DAYS

Friday 13th March

Friday 29th May

Friday 23 October

SCHOOL TIMETABLE:

Please note: Children should not be on the school grounds before 8.30 am.

9.00am - 10.00am	First Session
10.00am - 11.00am	Second Session
11.00am - 11.20am	Interval
11.20am - 12.45pm	Third Session
12.45pm - 1.45pm	Lunch Break
1.45pm - 3.00pm	Afternoon Session

Office Hours

8.00am – 4.30pm Monday to Friday

BOARD OF TRUSTEES:

CHAIRPERSON	Mrs Lee Teller
PRINCIPAL	Mr Stephen Snell
FINANCE	Mr Brad Dippie
PERSONNEL	Mrs Caroline Gyde
HEALTH & SAFETY	Mr Stephen Snell/Sharalee Clarke
MAORI LIASON	Mrs Lee Teller
FUNDING APPLICATIONS	Mr Mick Wheeler
PROPERTY	Mr Colin Simmons
SECRETARY	Mrs Donna Mason
STAFF MEMBER	Mrs Caroline Gyde
MINUTE SECRETARY	Mrs Sharalee Clarke

The school is administered by the Board of Trustees who meet once a month.

Meetings are open to the public and a copy of the agenda is available at school, as are the minutes of meetings.

ABSENCES

All absences from school must be notified either by a phone call to the office **374 8915**, a text message to **027 5064860** or you can download our school app (free from the Play/App Store) onto your smart phone and enter it here. Parents are encouraged to leave a detailed message – **with the reason for the absence** - on the school answerphone. On enrolment these contact details will be given to you on one of our school magnets. Please ask at the office if you do not have one.

Teachers are required to mark their rolls when school begins in the morning and again after lunch. They then notify the office of any absences. The school will phone/text each family where there is an unexplained absence.

If we are frequently unable to make contact with parents/emergency contact, the truancy officer will be notified.

ACCIDENTS

Occasionally children do have accidents. For all injuries other than minor scrapes and grazes, we will contact you. In the event of this, our first contact is your supplied contact number and then the emergency contact number you gave us when you enrolled your child.

For this reason, it is important that you keep all contact phone numbers up to date with the school office at all times

If we are unable to make any contact, we will then make arrangements to see your family doctor. (We do this in good faith and on the understanding that the school will not be held responsible for any medical fees incurred)

AFTER SCHOOL

Children who wish to go and play with their friends after school must have arranged this with both sets of parents the day before.

The school phone is not available for making these arrangements on the day.

BEHAVIOUR MANAGEMENT

South School has a positive approach to behaviour management.

Rules are kept to a minimum and are generally concerned with safety, interacting with others, and respect for one another and staff.

Children are aware of these rules and the consequences for breaking them.

BICYCLES/SCOOTERS

We do our best to keep these secure but the school accepts no responsibility for lost or stolen bikes or scooters. Please provide a lock for added security.

Children who ride bikes must wear a helmet in the correct manner and obey all road rules. Their bikes must be roadworthy.

The school supports the Police recommendation that only those children who are 10 years and older ride to school.

BUSES

To be eligible for bus transport, students must meet the Ministry of Education criteria. An applicant form (at back of this booklet) must be completed on enrolment.

The teacher on duty supervises all bus boardings and a roll is called at 3.00 pm

If your child is not travelling on the bus, parents should let the school office know.

CANTEEN – FRIDAY ONLY

Our Support Our Students (SOS) Group provides a food canteen which operates on a Friday only. The Canteen is open for orders between 8.30am – 9.00am in the hall kitchen. Please place the order and correct money in an envelope with your child's name and room number.

An updated list of canteen prices is available from the school website or the school office.

COMPLAINTS / CONCERNS

If you have a concern about anything at school, your first point of contact is your child's teacher. We would encourage you to make contact early rather than leaving a matter unresolved.

If your concern is still unresolved with your classroom teacher, you may then make an appointment to see either the Team Leader, Deputy Principal or Principal.

COMPUTER & INTERNET SAFETY

Very clear safety guidelines are displayed in each classroom and discussed by all staff. All children/parents are to sign our "Responsible Use Agreement" which encourages all our students to be good digital citizens. A copy of this is at the back of the booklet

DAMAGE

Negligent, wilful damage or defacing of school buildings or property will become the liability of the parents/caregivers. An account will be sent home as soon as the cost of damage is ascertained.

DENTAL CLINIC

We have a school dental clinic on our grounds at South School. Sometimes throughout the year they are called away to work in other areas.

They can be contacted on Phone - 374 7361 or 0800 825 583

DRESS CODE / SCHOOL UNIFORM

The school has a compulsory school uniform.

The uniform is clearly explained in the 'Uniform Policy' (No 5/12) at the back of this booklet. All clothing must be named. Named property is generally returned to its owner.

Lost property can be found in the office foyer.

School sunhats are compulsory during Terms 1 and 4

Uniforms can be purchased at the Warehouse – Cnr of High and Millars Streets or from Stitch Me – 136 Adelaide Road (Phone 374 9947)

Hair dye or hair product is not permitted.

ENROLMENTS

We encourage parents of New Entrants to join our Transition Programme run by Jenna Hutchings.

This programme allows the children to have up to 10 weeks transition before they begin school and runs from 9.00am to 11.00am alternating between a Tuesday and Thursday.

Once you have enrolled your child, Jenna will make contact with you. Parents stay with their child while they learn in a play based learning environment.

Enrolment forms are available at the office.

When enrolling a five year old, parents must bring a copy of the child's birth certificate to the school office.

Parents are also requested to provide a copy of their child's Immunisation Record.

HEALTH & PHYSICAL WELL BEING

The Public Health Nurse visits on request to undertake New Entrant assessments and assist with other concerns. A Hearing/Vision technician tests new entrants, Year 7 children and referrals for hearing and vision.

HOMEWORK

The aim of homework is to provide further opportunities to consolidate skills and understanding already initiated in the classroom.

In the Junior School it will normally involve a child bringing home a book to read with you. (This should be a relaxed and enjoyable sharing experience)

As they get older these experiences will broaden to include other curriculum areas.

KiVa – Anti Bullying Programme

Dannevirke South School is one of only 30 schools throughout New Zealand operating this programme. The aim of KiVa is to ensure a safe environment for all our children.



The programme has two components:

Part 1:

- Student or whanau/family make a complaint of bullying to a staff member. The details are recorded immediately.
- The incident is then passed to the KiVa team for investigation.
- The classroom teacher is notified and helps with supporting information.
- The KiVa team speak to the victim and the bully. A resolution is sought and there is always follow up action.
- The discussion with the students follows a set format.

Part 2:

- All our students undertake a series of lessons over the year designed to provide knowledge, understanding and strategies to prevent bullying.
- The lessons are informative and involve some computer learning games to engage students. The programme is differentiated for each year level.
- Research in New Zealand and overseas shows that it works. When implemented in schools there is a decrease in the incidents of bullying. If our community understands the programme and work with us we can continue to build a culture at our school everyone is proud of.

KiVa Team: Julianne Jackson (Leader), Lauren Hudson and Caroline Heald.

LEAVING SCHOOL /LATE STUDENTS

Once children have arrived at school they are not permitted to leave the school grounds until dismissal at the end of the day. We must be able to account for children at all times, but especially in case of major emergencies.

If you need to pick up your child early for an appointment/sickness, or if your child is late for school in the morning, you need to come into the school office to sign in and out on the Vis Tab.

If taking children at the end of sports days, pet day, etc. please sign them out of the office.

LIBRARY / INFORMATION CENTRE

All classes are timetabled twice over a two-week period to visit the school's well stocked library/information centre. One of these sessions will involve the teaching of 'Information Skills'. Senior pupils are trained as librarians. All book stocks and resources are maintained on the computer and are issued using a barcode. Accounts for lost books will be sent home to the caregiver.

LUNCHES

All children are required to sit in one area to eat their lunch. They are then released by the duty teachers or School Council Members.

Children are not allowed to leave the school grounds to buy lunches unless they have prior permission.

WATER IS THE ONLY DRINK PERMITTED AT SOUTH SCHOOL

MEDICAL INFORMATION AND FAMILY MATTERS

- Please notify us if your child has a health condition or there is a family situation we should know about.
- If your child has asthma, please provide the school office with a spare inhaler and spacer.
- Please notify the school also if your address or phone number changes during the year.
- If a child is unwell at school we will contact the parent/caregiver to make arrangements for the sick child. Parents must ensure their children are not sent back to school too early after sickness.
- Some children have allergies to stings etc. Please ensure that medication is on hand at school.
- Office staff will not administer any medication except on written authority from a parent or /caregiver. All medication must be labelled, named and handed into the school office.

NEWSLETTER

A school newsletter is published every second Wednesday and sent home with the youngest child from each family. This newsletter contains dates of all major events occurring at school, and background information for these events.

If you, or another member of your family, would like a copy emailed to you, please let the office know. A copy is also posted onto our website.

OUTDOOR AREAS

We are very fortunate at South School to have such picturesque grounds.

We have a very sheltered middle field which has a path leading down through locked gates into a native area and a creek. A bridge then takes you across the creek and up onto the top field. While the Junior School enjoys the creek area during summer months at "Nature School", the seniors have their own play area located on the top field



OUTDOOR EDUCATION

Educational experiences which cannot be provided within the classroom benefit both students and teachers. Parents are asked to share in the responsibility for providing transportation and assisting with supervision on class trips. A permission slip needs to be signed by the parent to cover field trips.

We have a very stringent Outdoor Education Policy to ensure maximum safety and educational benefits. All parent helpers need to be police vetted prior to any Outdoor Education event

PRIZEGIVING

Major end of year awards include:

- Individual class awards – Three students from each room. (Selected by the teacher. At least one of these is Academic for Years 1-3)
- Academic Awards – Years 4-8 - the top 3 students in each year group
- Timothy French Memorial Cup – Awarded in Year 6
- Rotary Cup - Citizenship
- Kernaghan Family Shield – Sport Participation, Achievement, Sportsmanship
- Short Family Trophy – Contribution to the Arts.
- Dux Award – Top Academic Award

REPORTING TO PARENTS

Parents can expect an Interim Report at the end of Term 2 and an End of Year report in December. Please contact the school if you require an extra copy for an absent parent.

If you have any concerns during the year about your child's learning, please feel free to contact the classroom teacher.

We hold informal Parent/Teacher/Student interviews early in Term 1 and Parent/Teacher/Student requested interviews after reports come out in Term 2/3.

SAFETY – ROAD

When children are dropped off and picked up, would you please remind them to use the school wardens if crossing the road. The intersection at the front of the school is exceptionally busy at the beginning and end of the day. Please do not park on any of the yellow lines – this is to keep our children safe.

Children who ride cycles to school - the police recommend:

That only those who are 10-years and older ride and that all cycle owners wear helmets (compulsory).

Children who scooter to school need to be reminded of road safety especially if crossing a road. It is recommended that they always cross on a pedestrian crossing. There is a by-law saying that scooters are not to be ridden through the main street.

Children who walk to school must keep to the footpaths and cross at the designated areas. Parents are asked not to call children across the road and talk to their children regularly about road safety.

SCHOOL TRUST ACCOUNTS

We understand that the timing of school accounts places families under pressure financially and we are always looking at ways that make this as easy as possible. Some families have found it easier to start a trust account at school. This can be done by making regular payments by automatic bank transfer, telephone banking, internet banking or by paying at the school office. If you would like to start a direct debit our school bank account number is **03 0614 0579563 00**. Please use your child's name as a reference. This account can be used to pay for stationery, trips, technology, visiting performers etc.

If your child is away on the day of an *activity*, a refund will be credited to your child's account.

When your child leaves, your account balance can either be refunded or transferred up to their trust account at Dannevirke High School.

STATIONERY

The school stocks a complete range of stationery and this is available at the office before and after school each day.

STUDENT COUNCIL

The school has a very active council made up of 10-12 senior pupils. The school appoints a Head Girl and Head Boy from this group. Their role is to assist with general organisation around the school eg: Running assemblies, assisting staff on duty, acting as role models, and supporting the students of the school. We also now have "Kindness Ambassadors"

SUPPORT OUR STUDENTS (S.O.S.)

We have a strong group of parents who are always looking for new members to help fundraise and support our students in a range of ways. You should consider becoming a member of this group. It is a great way to become involved in the school. Contact the office on 3748915.

SWIMMING

Swimming is a compulsory part of the school curriculum and all children are expected to participate in the swimming lessons each year. We require notes from parents if they are not to be involved on a particular day. Students are tutored by qualified pool staff at the Wai Splash pool. Our SOS assist by paying for the buses to transport the children down and back.

SPORT

The school takes part in a range of interschool, cultural and sporting fixtures. We also have teams playing Saturday morning and after school sports. Many of these teams are coached and managed by parents. We always need help in these areas. Please keep an eye on our school website for enrolment links.

TECHNOLOGY CURRICULUM

For all Year 7 & 8 students this is a compulsory part of the programme. Students travel to Dannevirke High School.

A 'Technology Fee' needs to be paid to the school office at the beginning of the school year.

Covered shoes must be worn to Technology.

VALUABLES

It is recommended that valuable items of jewellery/toys/equipment etc. are not brought to school by children. The school and staff accept no responsibility for items that are brought to school and then lost or damaged.

WHANAU INVOLVEMENT

We have an Open Door Policy and welcome parents at all times and enjoy your involvement in school programmes. You may have special skills, hobbies or experiences which you are happy to share with the school.

There are a number of regular functions where parents are always welcome, including our whole school assembly which is held each Friday afternoon beginning at 2.15pm. Classrooms are rostered throughout the term and are responsible for an "item" when their turn comes up.

SCHOOL CONTACTS

Address: Stairs Street, Dannevirke

Postal Address: P.O Box 77, Dannevirke 4942

Phone: 374 8915

Cells Phones:

Principal 027 506 4862

School office 027 506 4860

Email contact is welcome at any time.

Principal: principal@dannevirkesouth.school.nz.

Office: office@dannevirkesouth.school.nz

Deputy Principal: cgyde@dannevirkesouth.school.nz

Assistant Principal: jhutchings@dannevirkesouth.school.nz

APPENDIX

- Behaviour Management Policy
- KiVa Antibullying Programme
- School Uniform Policy
- School Uniform Requirements
- Cyber Safety Agreement (please sign and return with enrolment form)
- Asthma Plan (please fill in and return if applicable)
- Bus enrolment form (please fill in and return if applicable)
- Support Our Students (S.O.S flyer)
- Enrolment Form

WEBSITE

The school uses our website to provide information to parents and to share student's class work.

www.dannevirkesouth.school.nz

SCHOOL APP

This can be downloaded from the App or Play Store.

Search for Kiwischools and install; then select Dannevirke South School as your main school.

This app is used most days by the school to notify parents of any new information, cancellations and reminders.

Absentees can also be reported via the App.



Our goal is to provide a positive, encouraging and safe learning environment for all students. Behaviour standards and expectations will be made clear to students and parents and will be encouraged by all staff at all times.

Policy Procedures & Guidelines

1. The school recognises the importance of the **partnership** between itself, the student and the home. There must be regular and clear communication from the school regarding our expectations and in all instances where discipline is a concern.
2. Teachers will explain and discuss the school's **expectations** on a regular basis and in a manner that is appropriate to the age of students.
3. Behaviour standards and expectations are based on the South School Values Programme, Social Skills Programme and Behaviour Management Programme.
4. **Positive** school wide management strategies are to be encouraged throughout classrooms and the playground. (The giving of 'lines' and other similar practices are not to be used.)
5. If a student is required to complete work during the lunch break, they **must be supervised by a teacher**. Students can not be retained during the morning interval or between 12.45pm and 1.00pm. No student should be inside a classroom without direct supervision.
6. The **Time Out System** can be used by teachers for all inappropriate playground behaviour. It can be used for minor classroom management concerns but teachers should use their own in class systems in the first instance.
7. The Ministry of Education procedures for **stand downs and suspensions** will be used if required.
8. **Referrals** to any outside agency must be discussed with the Deputy Principal (Senior Classes) or Deputy Principal (Junior Classes) in the first instance.

The KiVa programme is a model funded by the Finnish Ministry of Education and developed by the University of Turku in order to reduce school bullying. In Finland almost all elementary schools are implementing the KiVa programme. KiVa stands for **against bullying or antibullying.**



KiVa has been shown to reduce bullying and to increase the well-being at school!

"I think that the KiVa programme is powerful because the people that do bully now know how the victim feels. If the bully can understand this they will try and stop."

"I think it is really good because the people that bully don't get away with it anymore. We have learnt we should look after people not bully them"



The **KiVa Parents Guide** is available on the KiVa website at www.kivaprogram.net/parents



The KiVa programme is being implemented at our school!



SOUTHSCHOOL
DÄMMELPÄRKE
AUMHICH

“There are different kinds of bullying - cyber, emotional, physical and hidden and there is more than one bully. There are the bystanders, the silent approvers and the assistant of the bully. I always thought it was just one bully but I realise that standing back and watching you are allowing the bullying to happen.”

- Senior student

“There is no bullying at a KiVa School!”



“It’s good to be a KiVa school”

During KiVa lessons the students will learn how to fight bullying:

KiVa is visible in many ways in the daily life at school. The students will take part in the KiVa lessons (10 lessons, each consisting of two 45 minute sessions). The lessons include discussions, group work, short films about bullying and role play. Their content proceeds from general topics such as the importance of respect in human relationships to the mechanism and consequences of bullying. Many lessons concentrate on the role a group can have in maintaining or stopping bullying; the students think about and practice different ways to resist bullying. The lessons are supplemented by the KiVa antibullying computer game. KiVa posters in the school ensure the program is constantly visible.



The KiVa team and the class teacher tackle the bullying cases together:

Each school has a taskforce, the KiVa team, which consists of at least three teachers or other members of the school staff. Together with the class teacher they tackle the acute bullying cases. The school staff have been familiarised with ways to implement the KiVa programme and to tackle the bullying cases.

If you suspect your child is being bullied or you have reason to believe s/he is bullying others, please contact the school so the matter can be dealt with as efficiently and as soon as possible! Discuss bullying together with your child even if s/he is not bullied or does not bully others. It is important that you and your child together think about what to do if someone is being bullied at his/her school!

Dannevirke South School School Uniform

Rationale:

This policy sets out the requirements for the compulsory uniform at South School.

Guidelines:

- A regulation uniform is compulsory for all students at Dannevirke South School. New students who arrive during the school year have seven days from the date of enrolment to purchase their uniform.
- Parents are free to select any combination of uniform items from the approved list to suit the weather conditions at the time. There is no official summer and winter uniform. Students are not however permitted to 'layer' uniform items inappropriately. Eg: They are not permitted to wear the Polo shirt over the top of the skivvy.
- Students are not permitted to wear non-regulation clothing items along with their compulsory uniform.
- An acceptable written explanation is required to be given to the class teacher if a student is unable to wear the uniform on any given day. (Being laundered is not an acceptable excuse.)
- The regulation uniform can be purchased from the Warehouse or StitchMe.
- Second hand uniforms are often available from any second hand shop in Dannevirke.
- The school logo is the property of the Board of Trustees and can not be screen printed onto non regulation clothing items purchased from an unauthorised supplier.
- Jewellery is to be kept to a minimum, for example, one plain ring or bangle. Ear piercings (studs only) will be permitted but no other piercings are allowed. No makeup or nail polish is permitted.
- Hair must be clean, tidy and natural in colour. Hair gel or other styling products are not permitted.
- It is compulsory for students to change into the regulation sports uniform for physical education activities (if required) and all sports fixtures.
- A named school regulation sun hat is compulsory during Term 1 & Term 4
- Year 7 & 8 students attending Technology are required to wear the school black shoe at all times. (Roman sandals are not permitted)
- The uniform must be kept clean and tidy at all times and uniform items need to be worn correctly. Teachers may require students to tuck in shirts if on school trips.
- It is a requirement of this policy that all uniform items are named.
- A student who fails to wear the correct school uniform is deemed to be breaking a school rule and will be treated in accordance with the school's behaviour management procedures.
- Students wearing the South School uniform are identifiable as belonging to the South School community. It is therefore appropriate that students in uniform adhere to the behavioural expectations of the school, despite the fact that they may not be on school grounds.

**DANNEVIRKE SOUTH SCHOOL BOARD OF TRUSTEES
UNIFORM REQUIREMENTS**

BOYS	GIRLS
Hat – Regulation Navy Blue (Bucket Hat Style) Compulsory during Term 1 & 4	Hat – Regulation Navy Blue (Bucket Hat Style) Compulsory during Term 1 & 4
Shirt – Regulation South School Pale Blue Polo Shirt (Logo screen-printed on left chest)	Shirt – Regulation South School Pale Blue Polo Shirt (Logo screen-printed on left chest)
Shorts – Regulation Navy Drill Shorts Longs – Regulation Navy Drill Longs OR Regulation Taslon Long Pants	Shorts – Regulation Navy Drill Shorts Longs – Regulation Navy Drill Longs OR Regulation Taslon Long Pants
	Skirt – Navy Blue South School Skirt OR Skort – Regulation Navy Blue South School Skort
Tops – Regulation Navy Blue Polar Fleece half zip. (Logo embroidered on left chest)	Tops – Regulation Navy Blue Polar Fleece half zip. (Logo embroidered on left chest)
Socks – Regulation black knee length socks if wearing shorts or black ankle socks if wearing longs.	Socks – Regulation black knee length socks if wearing shorts or black ankle socks if wearing longs. Tights – Black (Optional)
Shoes – Plain black school shoes, sandals or black sneakers with either black laces, a buckle or Velcro fastening (excluding boots, high heeled shoes, wedge heels, jandals, canvas shoes, white or multicoloured sneakers) (Amended 2012)	Shoes – Plain black school shoes, sandals or black sneakers with either black laces, a buckle or Velcro fastening (excluding boots, high heeled shoes, wedge heels, jandals, canvas shoes, white or multicoloured sneakers) (Amended 2012)
Sandals – Black Roman Sandals	Sandals – Black Roman Sandals
Sports Uniform – Sports Shirt – school supplied but parents may purchase through the school office Black rugby style shorts – parents to purchase	Sports Uniform – Sports Shirt – school supplied but parents may purchase through the school office Black rugby style shorts – parents to purchase
<u>Name Tags – Are available and all items must be named.</u>	
<u>All uniforms are available for purchase from the Warehouse and StitchMe</u>	

Student User Agreement for Dannevirke South School



DANNEVIRKE SOUTH SCHOOL STUDENT USER AGREEMENT OVERVIEW

Digital technologies are tools that can help us learn at school in all sorts of ways. Some of these ways include looking at interesting things online, talking to people, creating music and media, gathering new ideas, and learning how to use tools.

When we use digital technologies and online spaces it's important that we learn ways to keep ourselves safe, and that we make positive choices in ways we behave when we are online. At Dannevirke South School we call this being a 'digital citizen' and good digital citizens help to make our school a safe and positive place for everyone.

This agreement shares what Dannevirke South School does to help make learning online safe, and what we need to do. We know it is not always easy to understand everything about online spaces. It can be complicated at times, and sometimes things can go wrong. This is why it's important that we commit to making it as safe as possible to use digital tools and online spaces for learning.

DANNEVIRKE SOUTH SCHOOL ROLE

Dannevirke South School supports you by helping you learn in the best ways we can, and keeping you safe at school whether you are online or offline.

We will do this by:

- making everybody aware of their responsibilities
- planning times in the terms to learn about positive online behaviours and ways to keep safe
- overseeing students' use of school's digital devices and online spaces
- offering access to the internet and online platforms
- using filtering software to protect everybody
- helping students who need support to deal with online problems even if these happen outside of school hours
- keeping safe the personal information the school collects about you
- protecting your rights to a safe and positive online environment
- providing opportunities to use digital technologies in the learning at school
- having a plan to help you when something serious or illegal happens that involves digital technology or online spaces. This might include getting in touch with the Police or Netsafe.

YOUR RESPONSIBILITIES

As a student of Dannevirke South School and also part of our community, we ask you to help make our school a place that is safe, friendly, and fair. This means taking our school values and acting on these whether you're online, or offline, and help to make our school a positive place to learn, connect and play. This is being a 'digital citizen'.

As a digital citizen, you will:

- **Keep it kind.** Think about others online and talk or share in respectful ways.
- **Keep it to yourself.** Keep passwords and information about yourself and other people private and offline as it can be easily shared, viewed, screenshot, or changed by others to mean different things. Nothing is private online.
- **Keep it careful.** Because things you do or say online can be seen by others, be careful to share the things you can feel proud of, or would be happy sharing with someone face to face.
- **Keep it positive.** Always respect others online and communicate in a positive, respectful way.
- **Post with caution.** Anything you post or do online can influence what people think of you. Put your best foot forward online.
- **Don't believe everything you see.** Always think carefully about the information you see online – not everything is true. If you are unsure of something talk to a teacher.
- **Avoid online bullying.** Creating or forwarding content that is harmful or hurtful towards someone else is not okay at any time. Sending multiple messages to somebody who doesn't want them is also considered online bullying and is never okay.

- **Be security smart.** Keep personal information secure by using strong passwords and not sharing them with other students. Always log out of a site, or device. Get permission before downloading software to the school network or connecting new devices.
- **Respect others' rights.** Always ask first if you need to use someone else's device, online sites, and their image, ideas, creations or work that's stored online.
- **Recognise other's work.** When we use or take others' work or ideas from the internet, we need to make sure we copy or use these in ways that are okay because there are rules about this. Your teacher will help you to use things you find online in the right ways.
- **Use personal devices sensibly.** Keep your device(s) on silent during school hours and only use it outside of class time unless you have been given permission to use it during lessons.
- **Seek help.** Sometimes you or someone you know will feel unsafe or come across bad or hurtful content online. If this happens talk to a trusted adult about what can be done.

ONLINE INCIDENTS

Despite the good things technology offers and people's best intentions, sometimes things will go wrong. Sometimes these things are on purpose, and sometimes they are accidents. Dannevirke South School will support you if something goes wrong online.

Online bullying. Online bullying is not accepted at our school. If you or somebody else is being bullied or criticised online, report it. Keep the content so we can investigate it. Stop any further contact with the person who is bullying. You can report to your teacher for help. It's important to think about sharing what's happened with a trusted adult like a parent, a member of your whānau, or someone else who looks after you.

Report a problem. We need your help to keep our school safe. If you see something on the school systems that you don't think should be there, we need you to report it as soon as you can to your teacher. This is really helpful and important, so that the school can find out what the problem is and fix it as soon as possible, and help those who might need it.

Online safety support. Netsafe is our New Zealand online safety organisation that is able to help when things go wrong online, when we have problems with content or negative things that others are doing online. They provide free, private advice for you and your family seven days a week for all online safety challenges. They can be contacted on 0508 638723 or online at netsafe.org.nz

STUDENT STATEMENT

I know about the ways I should use digital devices and online spaces at school for learning. I know that I should be kind, careful and responsible when I use devices, and when I go online, and this is the same for the devices that school owns, or if it is my own device that I bring to school.

I know that if I behave in ways that are not safe online, or kind or responsible, that this is not okay at Dannevirke South School. There may be some actions that my school might have to take, such as not being able to use the school device or a device I have brought from home.

I understand and agree to use digital technology and the internet at school safely and for learning, whether it is on a school device or one I have brought from home.

Signed _____ Name _____ Date _____

PARENT/ WHĀNAU/ GUARDIAN DECLARATION

I know that if my child makes choices or behaves in ways that don't align with this Student User Agreement there may be consequences or outcomes that the school will talk about with me.

Signed _____ Name _____ Date _____

Dannevirke South School PERSONALISED ACTION PLAN FOR STUDENTS WITH ASTHMA

Students Name	
DOB:	

Parent/Guardian Name	
Address	
Home Phone	
Work Phone	

Family Doctor	
Phone	

Severity	<input type="checkbox"/> Only occasionally uses an inhaler – eg may use an inhaler occasionally if has a cold or is sick <input type="checkbox"/> Uses a preventative at home and normally only needs Ventolin when exercising <input type="checkbox"/> Uses a preventative but still has regular asthmas attacks <input type="checkbox"/> Often requires hospitalisation.
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Asthma symptoms (please describe): _____

5. Asthma treatment for an attack at school.

Medicine	Dose	Frequency

6. Any other information we need to know: _____

7. In the event of a serious asthma attack, what action would you like the school to take?

Signed: Parent/Guardian		Date:
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DANNEVIRKE SOUTH SCHOOL

SCHOOL TRANSPORT INFORMATION FORM

The Ministry of School Transport requires the following information so it can be entered onto a National Database for all students who require School Bus Transport assistance. New students enrolling and any students who change address within the district are now required to apply for assistance and complete an application form regardless of whether they will receive assistance in the form of conveyance allowance or a bus ride.

First Name: Surname:

Parents/Caregiver: First Name: Surname:

Home phone number: Cell phone number

Date of Birth:/...../..... Male / Female: (please circle)
Day/month/year

Ethnicity: European Maori Pacific Islander Asian Other (Please circle)

Rapid I.D. Gate number: (Rapid Identification Gate or Road Number)

Physical Address:
(Road or Street name required – P.O. Box or R.D. numbers only are insufficient)

Bus Run Name: (Please circle)

- Norsewood / Matamau
- Tataramoa / Raumati
- Glengarry / Umutaroa
- Ruahine
- Timber Bay/Oringi
- Otope
- Tiratu/Cowper
- Motea Weber

Eligibility: Yes/No (Please circle)

Eligibility status is worked out where the pupil must be a distance of 3.2km or more and under 10 years of age, or 4.8 km or more for 10 years of age and over. This distance is to the nearest school, which does not mean the one they necessarily attend unless you are attending a “Special Character” designated school. In Dannevirke these are St Josephs and Totara College.

Distance in Kilometres: from home to school.

When you have completed this form please hand back into the Dannevirke South School office.

If you have any queries please contact me at Dannevirke High School Phone 374 8302

Marty Richter,
Bus Controller

Welcome to Support Our Students (SOS Committee)

WHO ARE WE?

We are a friendly team of parents who meet regularly to organise activities that provide resources to support student education programmes at Dannevirke South School.

We also aim to have some fun amongst all the hard work.

Being part of your SOS provides you with an ideal way to meet other parents from the school and keep up to date with what's happening.

ACTIVITIES WE RUN

Our main fundraisers have been

- Annual Gala
- School Canteen – every Friday
- Sausage Sizzles – two per term
- Annual Calendar Sales
- Discos
- Pool Parties

WHAT DOES THE MONEY BUY?

Swimming transport subsidy, sports uniforms, camp subsidies for all students, contribution towards classroom supplies and equipment, funding for computers, South School app; etc.

BUT

We need your help!

If this sounds like something you are interested in joining or even just helping at events please either fill out below and give to the School Office or come and join us at our monthly meetings. Our meetings are always advertised in the School newsletter and on School app.

✂.....✂.....✂.....✂.....

I would like to be involved in the School Support Group.

Please contact me on _____

My name is _____