

WELCOME

Greetings, Kia Ora

I would like to welcome you and your family to our community. I am very proud of our school and its pupils. Our children are confident, independent and responsive, the community is stable and the parents supportive; and all within generous sized grounds.

First and foremost our school is a place of learning where our children are “**Learning for a Successful Future**”. Our dedicated and passionate teaching staff provide a high quality education that challenges our children to reach their full potential. Our teachers are preparing the children to become self-motivated lifelong learners to meet the needs of a changing future.

Today’s Board of Trustees and Parent Teacher Association encourage a strong partnership between school and the wider community. These groups acknowledge and respect the diversity of cultures in our community and aim to instil a sense of pride and identity in our children for our community. The school, in partnership with families, promote the values of Respect for self, others and environment; Honesty; Tolerance; Pride; Perseverance and Trust. The whole school community encourages children to strive for excellence and the school to celebrate success.

Resources and equipment are modern and are regularly updated to meet the demands of our community.

Prospective parents are most welcome to visit and see for themselves our beautiful Sunnynook Primary School where we look forward to working with you to enable your child to “**Learn for a Successful Future**”.

Peter Mulcahy
Principal

OUR SCHOOL IS SPECIAL

eDISCOVERY CENTRE

The recently completed e.DISCOVERY CENTRE demonstrates our commitment to Information and Communication technology. The Centre is a flexible, dynamic, durable, and interactive environment integrated with current school structures, which promotes learning through practical and educational technological activities.

The centre has a Computer suite containing brand new eMAC computers with an additional super charged computer and projector for instruction. The Technology suite is a large open space with modern cooking equipment and tools for creating.

ASSESSMENT FOR LEARNING

A key teaching philosophy that forms the base of our learning programmes is Assessment for Learning. Much recent research indicates that effective Assessment for Learning is a key factor in raising learners' standards of achievement and equips children for life long learning. Central to Assessment for Learning is formative assessment that consists of:

- } The active involvement of pupils in their own learning
- } Sharing learning goals with pupils
- } Involving pupils in self assessment
- } Effective questioning
- } Providing feedback which leads to pupils recognising their next steps and how to take them
- } Adjusting teaching to take account of the results of assessment
- } Confidence that every student can improve

CURRICULAR ACTIVITIES

At Sunnynook Primary School, children are given the opportunity to participate in:

- Choir
- Orchestra
- Kapa Haka
- Sports Events: Athletics, Cross Country
- School Sports Teams: Netball, Mini-ball, Cricket, Rugby, Hockey
- Future Problem Solving (Year 5 – 6)
- Guitar lessons
- Specialist Swimming Teacher
- Lunchtime Activities e.g. Hip hop, Chess
- Recorder

AFTER SCHOOL CARE

These facilities are available on the school grounds. The Board of Trustees hires the school hall to Kevin Hill, Holiday Fun, ph 479 3323 for Before and After School Care programmes.

The Breakfast Club is 7.00 to 8.30 am

After School Care is 3.00 to 6.00 pm

Holiday Fun also runs a Holiday Programmes during all term breaks

LEARNING PROGRAMMES

The Sunnynook Primary School curriculum has been designed to operate over a two year cycle with each student covering the essential learning areas: English, Mathematics, Science, Social Studies, Technology, The Arts, Physical Education and Health at the appropriate level

Numeracy is a focus in our Mathematic Programme while the Literacy Programme is a strong part of our core curriculum.

SPECIAL NEEDS PROGRAMMES

Programmes and assistance for pupils with physical, social, emotional and learning needs are available to enable the child to be fully integrated into the classroom. We employ teacher aides to work alongside these children and are supported by professionals from outside agencies.

Special programmes, including Reading Recovery and Rainbow Reading, are in place where they are needed.

SPECIAL ABILITIES PROGRAMMES

Our teaching is open ended to enable extension of children's thinking. Teachers use a variety of teaching strategies, which provide opportunities for challenges and pursuing interests. Withdrawal groups are offered throughout the year in different curriculum areas, such as Language, The Arts and Science. Children are selected and attend for a block of time. Year 6 pupils are selected to complete International tests to extend them.

A fulltime Year 5 – 6 class operates as an enrichment class. The children who are selected are well on their way with their learning and have independent work habits.

ESOL

A teacher and teacher aide operate an English Speakers other Language programme in Room 14 from 9 – 12.30 each day. Children are assessed on their English speaking ability and a suitable programme is prepared for them.

ENVIRONMENT

Sunnynook Primary School is committed to being an environmentally aware school. The children are developing gardens to make the school an attractive place as well as learning about the environment. They are leading us towards a rich school environment of gardens and wild life.

FACILITIES

We are constantly maintaining and upgrading our facilities at Sunnynook Primary School

- Spacious classrooms
- School hall
- EDiscovery Centre
 - ♣ Apple computer suite
 - ♣ Technology room
- A networked computer system.
- A computerised library
- An upgraded and heated swimming pool.
- Large Junior and Senior adventure playgrounds.
- Junior sandpit
- All weather playing field

SAFE ENVIRONMENT

Sunnynook Primary School aims to provide a physically and emotionally safe environment for all pupils. In partnership with families we develop a range of personal attributes considered important and crucial for success in life. We particularly encourage the value of "Respect". We respect:

- ourselves
- our class members
- our teachers
- our school

These are expanded into a school set of rules for our school community where we :

- } treat others with respect and fairness in our actions and language
- } are in the right place at the right time
- } look after our own property and treat the property of others with care
- } act, work and play in a safe and sensible manner at school and on our way to and from school.
- } know what we can bring to school

The school has a clear policy of "No Tolerance" of bullying and we encourage children to report any concerns they have immediately to an adult they trust so issues can be dealt with quickly and effectively. For extra pupil support we have a Cool Schools Mediation and Kia Kaha programme where children are given life skills for social situations. Teachers include programmes involving the Life Education Trust and the NZ Police "Keeping Ourselves Self" resources. The senior pupils are encouraged to become Peer Mediators who are available at lunchtime to assist children to solve any playground problems.

ROAD SAFETY

We have three alternate entrances to Sunnynook School. One at Tobago Place, one at Wylie Avenue and the other at Regency Place. Parents are encouraged to use these entrances if they are closer for them and so relieve pressure on the main exit at Lyford Crescent.

At the top of Lyford Crescent, the coned area is for After School Care taxis and a pick-up zone only. The children wait on the footpath and parents can pull in and pick up if your child is waiting, otherwise, you park further down Lyford Crescent, in the carpark, or go round the carpark until your child is waiting for you. A School Road Patrol operates each morning at the pedestrian crossing on Tonkin Drive.

HATS

Sunnynook is a "Sun Smart School". All children are required to wear a sunhat during Terms One and Four in the playground. Children, who do not have a hat at school, are confined to a designated Shade Area.

VISION & HEARING TESTS

These are carried out on all New Entrants and then on a follow-up or referral basis.

ABSENCES

Pupils are required to be at school whenever it is open for instruction. If children are sick or have a good reason to be absent, it is important the school be informed. Please ring the School Answer Phone on **410-4052** and leave a message stating the child's name and reason for absence. A daily check is done on attendance. Parents will be rung if your child is not accounted for as a safety precaution. All children who arrive after 8.50am must report to the office, to be marked present. In cases of repeated lateness, the school will contact parents.

SCHOOL ORGANISATION

Sunnynook Primary School is a State Contributing School with a roll of about 500 pupils. The school has 21 single cell classrooms. The school is organised into three syndicate:

The Senior Syndicate for Year 5 and 6 pupils

The Middle Syndicate for Year 3 and 4 pupils

The Junior Syndicate for Year 1 and 2 pupils

We are categorised as a decile 8 school and we operate an enrolment zone.

ENROLMENT PROCESS

Sunnynook Primary School welcomes New Entrants at school for pre-school visits. The process starts gradually four weeks before the child's fifth birthday. The visits are important for the child to make a secure transition to school. The enrolment process is:

4 weeks prior: Letter of invitation to pre-schooler and parents outlining the dates to visit.

1 - 2 weeks prior: Morning visits from 8.50a.m. – 11.00 am with parents/caregivers returning to the room at 10.30 am to supervise the children in playground.

Birthday: Child welcomed to school. Appointment with the Principal to review the Enrolment form. Please bring your child's BIRTH CERTIFICATE and IMMUNISATION CERTIFICATE

The visits prior to the child's fifth birthday take place on Tuesdays and Thursdays (to limit disruption to the classroom programme). If a child requires more than two visits this can be arranged with the Assistant Principal.

Once a term the Assistant Principal holds a meeting for parents of New Entrant children. This meeting outlines the routines and expectations of a New Entrant classroom and the structure of a "school day". There is also an opportunity to answer any of your questions.

BELL TIMES

Class hours are 8.50am to 3.00pm. Morning interval is from 10.40am to 11.00am and lunch is from 12.30pm to 1.30pm.

Office hours are 8.00am to 4.00pm.

HOME AND SCHOOL COMMUNICATION

School newsletters and other notices are sent home with the eldest or only children every Thursday. These notices will keep you up to date with school events, children's achievements and community notices. Please check your child's bag each Thursday.

The school maintains an up to date website www.sunnynook.school.nz with more parent information.

REPORTING TO PARENTS

February Meet the Teacher Evening

March Parent / Teacher Interviews

June Mid Year Written Report

August Parent / Teacher Interviews

December End of Year Written Report

Parents are welcome to make appointments to see the teacher as needs arise.

PARENT INVOLVEMENT

We have an open door policy and welcome parents into the school environment. Parent Help is always welcomed and indeed encouraged. If you wish to visit the school at any time during school hours please report to the Office on arrival.

BOARD OF TRUSTEES

The role of the Board is to govern the school in accordance with Acts of Parliament and the School Charter. The Board works together with the School Principal and staff to develop school policies. Elections are held every three years. Board of Trustee meetings are held monthly and are public meetings. Dates of the scheduled meetings are advertised in the school newsletters.

Board Policies and Information is available in a folder held in the School Office.

P.T.A (Parent Teacher Association)

The school has an established PTA with a hard working committee, which is elected at an Annual General Meeting in Term 1 each year. Any parents or guardians of children attending the school, along with staff, are eligible for membership of the PTA.

STATIONERY

Each class has a stationery pack appropriate to its needs. These are purchased from the office at the beginning of each year or on enrolling your child.

SCHOOL DONATION

The Board of Trustees request parents to make a financial contribution at the beginning of each year, or when they enrol their children. These funds help cover the purchase of sports equipment, library books, ICT equipment plus many other items.

ACTIVITY FEE

This is set each term for school trips that are an important part of our education programme. Parents are informed in advance. It is necessary to have parent consent for all trips. The payment of this fee, also gives your consent. Children will not be taken on trips without parental consent or payment of the activity fee.

LUNCHES

We expect all children to be provided with an adequate and healthy lunch. The School Lunchroom is open on a Monday and Friday. A menu is sent home and parents order through the classroom.

LOST PROPERTY

It is in your interest to see that all articles of clothing are named. Clothing left at school is collected and stored in the lost property basket in the hall. Unclaimed clothing is distributed to charitable organizations at the end of each term.

TOYS AND GAMES

We discourage children from bringing any toys to school, unless arrangements are made with the teacher. We do have "Seasons" which run for two week periods to cater for activities like marbles and cards.

RELIGIOUS INSTRUCTION

Currently, Years 5 and 6 classes take part. Religious Instruction is, however, voluntary and parents not wishing their child to participate should contact the Principal. The lessons are non-denominational and follow a plan set out by the New Zealand Christian Council of Churches.

MEDICATION

When children need to be on medication, parents are required to fill out a Medication Authority Form at the office and the medication will be kept in the sickbay or school office.

DENTAL CLINIC

The Dental Clinic is open for part of the year. If your child has a problem and the Clinic is closed, the school office will be able to advise you which school our Dental Therapist is working in. The phone number for the Sunnynook Dental Clinic is 410-0306.