



# Pānui 2024

**Pānui = An informational piece sharing key topics and overviews**



**We can't wait to see  
you all in 2024!**

**Welcome & Hello.**

**Kia ora**

**Malo e lelei**

**Bula**

**Ni hāo**

**Konnichiwa**

**Talofa**

**Hallo**

**Bonjour**

**Sawasdee**

**Annyeonghaseyo**

**Ciao**

**Guten Tag**



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# Principal's Message



E te whānau ō Kaipara, tena koutou

As we look towards the new school year, I want to take a moment to remind everyone of our shared commitment to creating a safe, inclusive, and supportive learning environment. In 2024 we will continue to focus on weaving our four WAKA values through everything we do as a school as these are essential to navigating our pathway to success: Whanaungatanga (our people), Aroha (our way), Kaitiakitanga (our place) and Angitūtanga (our success).

In this special edition Kaipara Pānui we are outlining details for 2024 so you can plan for your student's return to school in the new year. For new students and whānau joining our Kaipara College community we hope this Pānui will answer some of the questions you may have regarding the start of the school year. For current students and families we also have some new information to share with you. Please look all the way through this extended and useful Pānui.

What a year it has been again this year! Congratulations to all students for their perseverance and resilience which has led to achieving great success. Our senior students, with the support of their teachers and their whānau, have worked really hard to achieve their learning goals, with many students already successfully gaining their NCEA year level qualification. Our junior students have continued to work hard and to achieve at a high level. Toward the end of the year our Year 9 students enjoyed a camp in beautiful Mangawhai (for the first time in many years), and our Year 10 students participated in a Community Action Project (CAP) where the focus was taking action by being of service in the wider community.

Looking forward, the future of Kaipara College is very bright as we continue to thrive as a place where we support all our students to navigate to their own success. We move from strength to strength with students achieving excellence academically, personally and in sporting fields whilst at school and also in their lives beyond school. Some of our future plans include the establishment of a Performing Arts Academy, developing and initiating an exemplary scholarship programme and also an exciting and challenging programme for our gifted and talented students. We are also planning international sports tours: a rugby tour to Japan in 2024, a waka ama trip to Hawaii and a netball trip to Australia in 2025. Kaipara College will continue to focus on what is important for all our students – strong values, high expectations of all round achievement, a commitment to personal and academic excellence, a focus on positive behaviour for learning and a high expectation of contribution of our students to their school and their community.

I would like to take this opportunity to thank you, our wider school community, for your continued support. It is only by working together in partnership that we can support our young people to develop a true sense of identity and belonging and enable them to navigate to excellence and success.

Wherever you are over the festive season, I do hope you get to enjoy time with your whānau and friends. We very much look forward to welcoming all our students and their families in the new year.

Stay safe  
Ka kite

Principal, Cindy Sullivan





# Our Purpose, Vision & Values

## Purpose:

Our core purpose is to teach our rangatahi so they all reach their potential and are able to take their place as curious, connected, confident and contributing citizens in their community, Aotearoa New Zealand, and the world.

## Kaipara College Vision:

**Te WAKA o Kaipara: Navigate to success.**

**Te WAKA o Kaipara: Eke panuku, eke Tangaroa.**

## WAKA VALUES

TE WAKA O KAIPARA



See the next page for our school values in full detail.



# WAKA VALUES

## TE WAKA O KAIPARA



### Whanaungatanga Our People

E whakapono ana mātou he mea whakahirahira te whanaungatanga ki ngā mahi ako. Ka whai hononga mātou ki ngā ākonga, ki ngā whānau, ki ngā kaiako, ki ngā kaimahi, ki te hapori whānui. Ka whai pānga tātou ki a tātou anō kia whakanui ai i ō tātou rerekētanga, kia puāwai ai te wairua whānau. Ko Kaipara taku āhuru mōwai.

We believe that strong relationships are vital to learning. We develop genuine connections with students, whānau, staff, and our wider community. We come together and share experiences, celebrate diversity, and foster family-like bonds by being intentional and inclusive. These bonds of whanaungatanga create for us a sense of belonging at Kaipara College.

**Whakataukī: Whiria te tangata - Weave people together**

### Aroha Our Way

Ko te manaakitanga, ko te aroha te tūāpapa o ngā hononga katoa. E whakapono ana mātou, he mana tō ia tangata, a, ka taea e tātou katoa te eke i ō tātou tāpuhipuhi. Ka tū tātou i roto i te tika me te pono, a, ka noho tātou i roto i te hūmārie. Me whakamana i te tangata, ahakoa ko wai, ahakoa nō hea.

We approach all interactions with kindness, caring and empathy. We have high expectations of others, and ensure that their mana is maintained with each warm and demanding encounter. We are accountable and responsible for our actions. We show respect for others, their cultures, their beliefs, and we act with integrity and humility.

**Whakataukī: Aro ki te hā o te tangata - Pay heed to the breath that is within us all.**

### Kaitiakitanga Our Place

Ka tiaki tātou i a tātou anō i te ao tūroa, i te ao ipurangi hoki. Nō tātou te whiwhi ina ka whai wāhi atu tātou ki ngā mātauranga o te ao Māori. Nā reira, me tiaki i ēnei akoranga, ka tika. Tiakina te wananga, tiakina a Papatūānuku, tiakina te whānau whānui o Kaipara.

We take care of our learning environments, and are considerate in both natural and virtual spaces. We protect people's right to education, while understanding that some knowledge is a privilege to have, that we must care for with respect and gratitude. We look after our school, we look after the environment, and we look after each other.

**Whakataukī: Manaaki mātauranga, manaaki taiao, manaaki tāngata - Care for knowledge, the environment, and people.**

### Angitūtanga Our Success

Ka tūwhitia e tātou te hopo kia mairangatia ai te angitu. Ka hapaitia ngā iho pumanawa o tēnā, o tēnā. Ka whakamaui e tātou te pae tata i ā tātou e anga pae tawhiti ana. Kei a tātou katoa te pitomata, ka taea e tātou ngā mea katoa.

We aspire to reach personal excellence in all we do. We value creative and innovative ideas, and solutions. We set challenging goals that motivate us as we strive toward success. We expect that our people will achieve, and we enjoy celebrating our accomplishments.

**Whakataukī: Ehara taku toa i te toa takitahi, engari kē he toa takitini - My success is not mine alone, but that of the collective.**



# Key Start Dates 2024

**Please Note:** Dates are subject to change and will be confirmed closer to the time via our key communication channels.

**Thursday  
25 January**

- School office opens
- Peer Support Leaders Camp (DAY 1) - Year 13 students 2024
- Senior Course Confirmation \*See page 7 for more detail on this

**Friday  
26 January**

- Peer Support Leaders Camp (DAY 2)
- Senior Course Confirmation

**Monday  
29 January**

- Auckland Anniversary Day (PUBLIC HOLIDAY) **School Closed**

**Thursday  
1 February**

- **Year 9 Orientation (DAY 1) and Pōwhiri**  
Yr 9 students are required to bring their stationery, BYOD\*, wear full school uniform & additionally bring PE clothes, togs, towel, hat and sunscreen for both orientation days.

**Friday  
2 February**

- **Year 9 Orientation (DAY 2)**
- New to Kaipara College Year 10 - 13 students orientation  
9am - 10.30am. Please wear full school uniform.

**Monday  
5 February**

- Teacher Only Day - **Students to remain home today, no classes**

**Tuesday  
6 February**

- Waitangi Day (PUBLIC HOLIDAY) **School Closed**

**Wednesday  
7 February**

- **Whole School Attends** - All year levels welcomed back officially for 2024!  
All students to attend in full school uniform. Bring all stationery and BYOD\*.



*What does BYOD mean?*

**\*BYOD =  
Bring - Your -  
Own - Device**

Learn more about  
BYOD on page  
14 & 15



# Year 9 Pōwhiri

What to expect at our Year 9 Pōwhiri



Year 9 Pōwhiri  
Date: 1st February  
Time: 9.00am  
Venue: Kaipara College Hall

## Notes for adults in attendance

- If there is an adult **kaikaranga** (caller) among the whānau of our Year 9 students, they should come to the front
- If there is an adult **kaikōrero** (speaker) who is able to speak on behalf of the Year 9 students and their whānau, they should make themselves known to Whaea Bri or Matua Ruka as they prepare the group for the pōwhiri.
- The kawa of our school is **pāeke**.

## Before the pōwhiri

- Whaea Bri, Matua Ruka or another member of staff will get your attention and explain the pōwhiri process to you.
- While gathering, this is a good opportunity to agree upon a waiata (song) to sing in support of your **kaikōrero**.
- We will select a group of students to acknowledge the **taumata** (speakers).

## At the start of the pōwhiri

- You will gather at the entrance of the school. **Wāhine** (females) gather toward the front, **tāne** (males) behind and around the wāhine.
- You will be called into the hall by Whaea Bri. Our Tū Rangatira students will welcome you with a haka pōwhiri
- Students will first acknowledge our **taumata** in accordance with the tikanga of our mana whenua. This is usually done through hongis (pressing of noses).
- Students will be guided to find their seats. The adult **kaikōrero** along with other **tāne** should occupy the front seats. The **wāhine** should occupy the seats behind them.
- A student will lead our school **karakia** (blessing).
- **Matua Ruka** will speak on behalf of Kaipara College. The staff and students will sing to support our speaker.
- An adult **kaikōrero** will speak on behalf of the Year 9 students and whānau. Year 9 students and whānau will sing the song they agreed upon, to support that speaker.
- Final words will be given to our **taumata**.
- Our Principal, Cindy Sullivan will address everyone.





# Year 9 New Student Meet and Greet Evening/BBQ

***Whānau & Students  
are invited to join us.***



On Thursday 29 February we will be having our Year 9 and new Kaipara College students across other Year levels, Meet and Greet Evening and a BBQ following the formalities.

The purpose is for you to meet your child's Kaiārahi (Whānau teacher) and to be informed of general information related to school. Please bring your student/s with you. Other family members are more than welcome you and your student/s at this event.

Our Principal, Cindy Sullivan, will speak, as will several other key staff members. You will then join your student's Kaiārahi group and enjoy a sausage sizzle. Sausages, bread, sauce and liquid refreshments will be provided.

Any questions you may have about the new year at Kaipara College can be answered at this time.

***We are looking forward to seeing you all.***

**WHEN:**  
**Date: Thursday  
29 February**  
**Time: 6.30 - 8pm**  
**Venue: School Hall**



- **Get to know Kaipara College**
- **Meet our staff**
- **Ask questions**
- **Get to know the school community**
- **Share in some kai**



## **Introducing our Year 9 Kaitiaki (Dean)**

Mike Graham is our Lead Kaitiaki and is very experienced. This will be his seventh year as a Kaitiaki at Kaipara College, and he is looking forward to meeting all our new Year 9 students and whānau in 2024. If you have any questions, you can email Mike on [mgraham@kaipara.school.nz](mailto:mgraham@kaipara.school.nz)



# Key Term Dates

## TERM 1

### JANUARY

- 25 - School Office Opens  
Senior Course Confirmation
- 26 - Senior Course Confirmation
- 29 - Auckland Anniversary Day  
PUBLIC HOLIDAY
- 30 - Teacher Only Day
- 31 - Staff Only Day

### FEBRUARY

- 1 - Year 9 Orientation (DAY 1) & Pōwhiri
- 2 - Year 9 Orientation (DAY 2)
- 5 - Teacher Only Day - no classes
- 6 - Waitangi Day PUBLIC HOLIDAY
- 7 - Whole School - All Year Levels  
return for 1st official day of school
- 22 - NCEA Information Evening
- 26 - Whānau Class & Individual  
School Photos
- 29 - Meet the New Parents Evening

### MARCH

- 5 - NETSAFE Whānau Meeting  
(Digital & online safety)

## TERM 1 & 2

### MARCH continued

- 27 - Goal Setting & Pathways Meeting  
with whānau
- 29 - 2 - Easter PUBLIC HOLIDAY

### APRIL

- 1 - Easter Monday PUBLIC HOLIDAY
- 2 - National School Holiday No School
- 15 - 26 - Term Break School Holiday
- 25 - Anzac Day PUBLIC HOLIDAY  
during school term break
- 29 - First Day of Term 2

### **More Detail.**

We will share more detail and information regarding each key date and all school events closer to the time of each activity. These details will be shared by email to students & whānau in the first instance. We will also often share updates via social media and our school Community News which goes out monthly to our school community.

## TERM 2 & 3

### MAY

- 30 - Ministry of Ed. Teacher Only Day
- 31 - Kāhui Ako Teacher Only Day

### JUNE

- 3 - King's Birthday PUBLIC HOLIDAY
- 26 - Senior Subject Meetings
- 28 - Matariki PUBLIC HOLIDAY

### JULY

- 3 - Sport and Group School Photos
- 4 - Junior Subject Meetings
- 8 - 19 - Term Break School Holiday
- 22 - First Day of Term 3
- 25 - Open Evening for 2025 Enrolments

### AUGUST

- 29 - Options and NCEA Evening

## TERM 3 & 4

### SEPTEMBER

- 20 - Agricultural Day
- 20 - 22 - Official School Centenary  
Celebration Weekend
- 30 - 11 - Term Break School Holiday

### OCTOBER

- 14 - First Day of Term 4
- 23 - School Sports Prizegiving
- 25 - Year 13 Study Leave
- 28 - Labour Day PUBLIC HOLIDAY

### NOVEMBER

- 5 - 29 - NZQA Exams
- 15 - Ministry of Ed. Teacher Only Day
- 18 - 22 - Year 9 Camp Week

### DECEMBER

- 10 - Junior Celebration of Learning
- 10 - Last Day for all Junior Students

**Please Note:** Dates are subject to change and will be confirmed closer to the time via our key communication channels



# Year 9 Curriculum Highlights



## **Te Puāwaitanga o Kaipara (Whānau Time)**

At the heart of our Year 9 experience is Whānau class, a daily meeting with their Kaiārahi (Whānau teacher) before interval where students come together to create a sense of belonging and support. It is a space where friendships are forged and a school spirit is cultivated, setting the tone for a positive and inclusive learning environment.

## **Core Subjects**

Year 9 students embark on a journey through English, Maths, Science, Social Sciences, and Health and Physical Education. With a focus on developing essential literacy and numeracy skills across all areas, our dedicated educators guide students to not only understand the subjects but to appreciate the interconnectedness of knowledge.

## **Citizenship Studies**

In a world that is ever more interconnected, understanding our roles as local and global citizens is crucial. Year 9 students delve into Citizenship studies, dedicating one 60-minute period each week to explore the rights and responsibilities that come with being an active and informed member of society.

## **Rotation Subjects**

Throughout the year, students have the opportunity to explore a range of subjects, including **Te Reo Māori, Performing Arts, Music, Art, Technology, and Japanese**. This exposure ensures that every student discovers their passions and talents, setting the stage for confident decision-making when selecting Year 10 subjects and beyond.

## **Building a strong foundation**

The diverse learning experiences in Year 9 lay the foundation for informed decision-making when it comes to selecting Year 10 subjects. By providing a broad and balanced curriculum, we empower students to make choices that align with their interests, strengths, and aspirations. For more information on our courses and pathways, please visit <https://kaipara.schoolpoint.co.nz>

**[We share more on our curriculum Year 10 through to senior later in the Pānui - see pages 22 and 23.](#)**



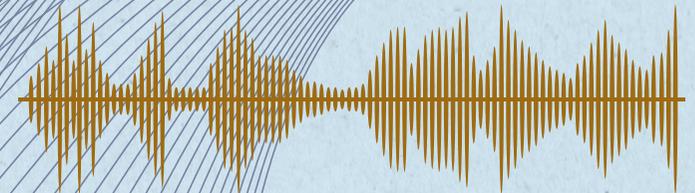
# The School Day

## OUR DAILY TIMETABLE

	Juniors (Yrs 9 & 10)	Seniors (Yrs 11 - 13)
8:45 - 9:30 (45 min)	Period 1A	Period 1 (90 minutes)
9:30 - 10:15 (45 min)	Period 1B	
10:15 - 10:45 (30 min)	Whānau Group	Whānau Group
10:45 - 11:15 (30 min)	Interval	
11:15 - 12:15 (60 min)	Period 2	Period 2
12:15 - 1:15 (60 min)	Period 3	Period 3
1:15 - 2:00 (45 min)	Lunch	
2:00 - 3:00 (60 min)	Period 4	Period 4

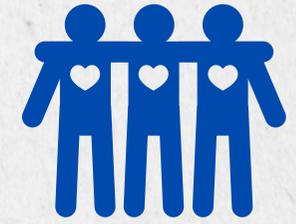


*The call of the iconic NZ Tui bird is our school bell. This sounds around the school grounds. The Tui call signals the next phase of the timetable with each new call. Students, staff and visitors become familiar with this sound as they settle into their time here at Kaipara College.*





# Te Puāwaitanga o Kaipara (Whānau Time)



Te Puāwaitanga o Kaipara College is the pastoral care and academic mentoring programme at Kaipara College that occurs during whānau time. It is not just a programme but a commitment to the holistic development of every student. Whānau time is grounded in Te WAKA o Kaipara, our school values – Whanaungatanga (Our People), Aroha (Our Way), Kaitiakitanga (Our Place), and Angitūtanga (Our Success) – and framed by the prestigious Search Institute’s Developmental Relationships Framework. Through whānau time, the Kaiārahi (Whānau teacher) develops relationships with all students that express care, challenge growth, provide support, share power and expand possibilities.

## Developmental Relationships

When students experience developmental relationships at school (and in other aspects of their lives) they are more likely to be resilient in the face of challenges and grow up thriving. Through developmental relationships, our students will discover who they are, be supported to cultivate the abilities needed for them to shape their own lives and learn how to engage and contribute to the world around them. Thus the relationships that develop between students and their Kaiārahi will be instrumental in students navigating to success whilst at Kaipara College and beyond.

## The Kaupapa of Te Puāwaitanga

The kaupapa (purpose) of Te Puāwaitanga o Kaipara is to ensure every student:

- feels known, cared for and heard by their Kaiārahi (whānau teacher)
- develops a sense of belonging within their whānau group and Kaipara College
- experiences consistent, high-quality care, irrespective of their Kaiārahi and their whānau know that the kaiārahi is the first point of contact in the school
- thrives, enabling them to leave school with mana, purpose and opportunities
- learns and lives according to Te WAKA o Kaipara (our school values)



**We share more on Te Puāwaitanga o Kaipara, later in the Pānui - see page 24.**



# UNIFORM

## Our school is a uniform school.

Students are required to wear correct school uniform at all times. In rare circumstances, where students may not be able to wear a uniform item, whānau must write a note to the school explaining the circumstances and the school will issue a permit which is only available from the Kaitiaki/Deans office. The school reserves the right to require students not in correct uniform to wear loan items of uniform while at school. The school will not grant permission for students to wear non-uniform items on an extended basis, unless approval has been given by the Deputy Principal in charge of uniform or the Principal. Permission will only be granted in medical circumstances where there is appropriate medical documentation provided.

## Kaipara College Uniform Code

### Guidelines on our uniform and personal grooming:

- Only school sanctioned items are to be worn as part of the uniform. See list on following page.
- Year 13 students are permitted to wear 'Number Ones'.  
le. a matching navy coloured suit set (pants/skirt) with white blouse/shirt.
- Extremes in personal presentation or adornment that might be considered incompatible with our uniform standards, or is considered a safety issue, is at the discretion of the principal.
- Undergarments (eg. thermals) are allowed to be worn, but must not be visible.
- When wearing the school hoodies the 'hood' must be down at all times. The school shirt or blouse must be worn under the hoodie. Students can wear either the school hoodie or one of the school sanctioned sports' hoodies.
- Students may wear either plain navy blue or plain black waterproof jackets to and from school.
- Skirts (knee length) are to be worn at knee length.
- One small nose stud or one nose ring is permitted.
- Make-up is not to be worn.

KAIPARA COLLEGE



UNIFORMS  
FOR 2024



*NOTE: We share more uniform information on the following pages.*

# KAIPARA COLLEGE UNIFORM ITEM LIST:

- Kaipara Trousers (2 styles)
- Kaipara Shorts
- Kaipara Skirt (long and knee length)
- Kaipara Lavalava (wrap around) **NEW**
- Kaipara Shirt (long and short sleeve)
- Kaipara Blouse (long and short sleeve)
- Kaipara Ribbed Jersey
- Kaipara Hoodie (whilst stocks last)
- Kaipara Fleece Top **NEW**
- Kaipara Blazers
- Kaipara Jackets  
(Fleece lined and a lighter supporters' jacket)
- Kaipara Cap (not to be worn in class)
- Kaipara Bucket Hat (not to be worn in class)
- Kaipara Beanie (not to be worn in class)
- Black Socks or Black Tights
- Kaipara Tie
- Plain flat-soled, totally black LACE UP Shoes or high tops (no ankle boots)
- Kaipara College Junior PE Uniform:  
Blue shorts and navy/red top. Compulsory for Yr 9 & 10
- Kaipara Scarf
- Kaipara Umbrella

The above list is all of the 2024 official sanctioned uniform items. This can always be found on our website along with additional uniform information.

## Where to Buy:

The School Uniform Shoppe has a store onsite at Kaipara College where uniform items can be purchased or ordered. The uniform shop is located near the school front office/reception.

**Purchasing Online:** Uniform items can be purchased online at [www.theuniformshoppe.co.nz](http://www.theuniformshoppe.co.nz) and collected from the onsite store, although visiting the onsite uniform store for a fitting of an item first is always recommended.

## TERM UNIFORM STORE HOURS



### SCHOOL TERM OPENING HOURS

Monday: 8.00am - 9.00am

Tuesday & Thursday:  
Open during school lunch break  
(1.15pm - 2.00pm)

Wednesday: 3.00pm - 4.30pm

Friday: Closed

[kaiparashop@sas.co.nz](mailto:kaiparashop@sas.co.nz)

# Getting you ready for 2024!

The onsite Uniform Shoppe store team have special summer hours.

Pop along so you are ready for your first day.

## SUMMER UNIFORM STORE HOURS



### SPECIAL SUMMER OPENING HOURS

Wed 17 & Thu 18 Jan: 1pm - 6pm  
Fri 19 Jan: 9am - 1pm  
Sat 20 Jan: 9am - 12pm

Mon 22 & Tue 23 Jan: 10am - 3pm  
Wed 24 & Thu 25 Jan: 1pm - 6pm  
Fri 26 Jan: 9am - 12pm

### CLOSED FOR LONG WEEKEND (27, 28, 29 Jan)

Tue 30 & Wed 31 Jan: 8am - 4pm  
Thu 1 Feb: 8am - 4pm  
Fri 2 Feb: 9am - 12pm

## Uniform Onsite Store Methods of Payment:

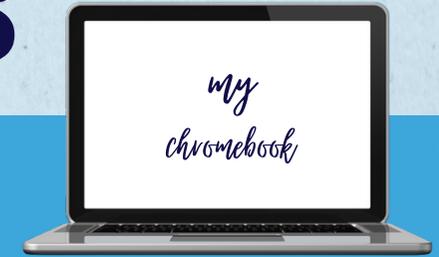


Eftpos, Credit Card, Cash and layby with a small deposit, are available at the shop. Quotes for Income Support can be given. Please note, The Uniform Shoppe is an independent supplier, separate to Kaipara College so payment is made directly to The Uniform Shoppe and not to the school.





# MOBILE LEARNING DEVICES



## *Personal Device Security*

The school will NOT accept any liability for the security of devices at school. Devices are at school entirely at the student's risk. There are device lockers available for students to rent at \$10 per term. Payment and keys are available from the Student Centre. Also see our student Device User Agreement.

## (BYOD) Bring Your Own Device

**Years 9 and 10:** A Chromebook device is perfectly adequate, moderately priced, easy to use and has very few software costs. It has no on-board software and will have limited use if WiFi is not available. Everything is stored in the cloud.

**Years 11, 12 and 13:** Any device that meets the specifications below is useful. Senior students doing computer-intensive subjects such as DTG or Art and Design are recommended to upgrade to a Laptop. This is also the case for students wanting to go on to University or further study after secondary school.

## Student Mobile Phones

Students may bring mobile phones to school and they may be used during class time as a learning tool, at the teacher's discretion. At all other times they must be switched off and placed in the student's bag. Students who do not follow this policy will have their phones confiscated and returned to them at the end of the school day.

Parents and whānau can support this by not calling or messaging the students during the school day. If you need an URGENT message given to a student, you can contact the school Student Centre on 09 420 8640 ext 810.



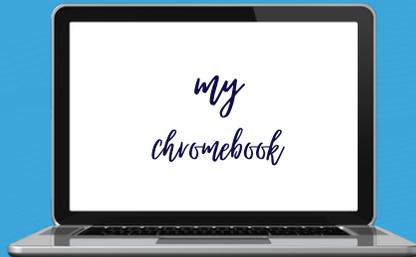
## NEWSFLASH

*Kaipara College will be updating our mobile phone policy to reflect the new government "AWAY FOR THE DAY" rules. Please expect some changes to our policy in the new year. More information to follow.*



# More on Mobile Learning Devices

## Digital Device Specifications What do I need?



- Screen Size: At least 25cms / 9.5 inches
- Keyboard: An onscreen keyboard or a separate keyboard. An onscreen keyboard should not take up more than half the screen. A physical keyboard is preferred.
- Ports: At least one USB or USB-c port
- Operating System: Windows 10 or 11, Apple mac OS X 10.6 or better, Android 11 or better.
- Anti-Viral Software: Must Have
- WiFi: 802.11ac (Wifi 5) or 802.11ax (Wifi 6) is preferred; the school currently does support older wifi technologies.
- Battery Life: 6 hours or more
- Browser: The device must be able to run the latest version of the Chrome browser. Windows S devices do not support the Chrome browser.
- Protection: Each device should have a protective cover or case.
- Charging: We recommend having a device with USB-C charging as the chargers for these devices are universal, easy to find and replace or borrow from other students if they are accidentally left at home

## Device User Agreements



Each student who wishes to have a device at school will sign a Digital Citizenship Agreement during Year 9 'O' Week. Enforcement of the rules of Digital Citizenship will be strict.



## Seizure of Devices

Under the Education Act, the College has the power to seize and search any device if the school suspects there is material that is inappropriate, dangerous or harmful to any student or the learning environment.



# Travelling to School



We know there will be many ways your student/s will travel to school. These might include: private vehicles, public or school bus/es, bike or scooters, by foot, arranged private transport, with you, family, friend or on their own... We hope to cover all the key information about travel to Kaipara College in this section so all our students arrive at school & then home again safely.

## School Entrances

We have two key school entrances here at Kaipara College.

- Our Main Gate/Entrance is at: **36 Rautawhiri Road.** This gate is always available as a pedestrian entrance for students. This gate is an entrance only for staff vehicles who are parking in the staff carpark. Note: This gate is a No Drop Offs Area for safety.
- **See Recommended Drop of Zones**
- Our secondary entrance is on **Awaroa Road.** It is important to note this entrance **is currently closed** to all traffic including foot traffic. This is due to the ongoing exciting new build projects happening here at the college.

## Recommended Drop off Zones

There are limited drop-off points near the main entrance, particularly with vehicles parking on the roads. The closest pull-in drop-off location is the Helensville Rugby Club car park on the corner of **Rautawhiri & Awaroa Roads.** We understand this isn't ideal in wet weather, the Ministry of Education has identified our turn-around area as unsafe for pedestrians when used as a drop-off point. This is why you will see signage instructing a **no-drop-off zone at our main Rautawhiri Gate.** We recommend planning & discussing in advance your safe drop off / pick up locations with your student/s so you're prepared for all weather and scenarios each day.



## Buses

The eligibility criteria for school bus transport is very strict. Please read the eligibility criteria on the following pages & our website. A student who is not eligible upon enrolment, will not be assigned to a school bus. It is important to note the eligibility criteria changes between primary school and high school, and is based on distance from school, so your child who was eligible for a school bus at primary school may not be eligible for school bus transport at high school. In our detailed bus transport section we will also cover the public bus services in the area.





# School Buses - eligibility applies

## School Bus Eligibility

Students must meet all three eligibility criteria below in order to access school transport assistance. Eligibility applies from the first day of attendance. Having met the Ministry’s eligibility criteria, students are eligible for one school bus route only, that which directly services the student’s residential address. Students are not able to swap between school bus routes based on convenience or to travel to alternative locations to their home address, including places of work.

### Criteria 1

The school must be the closest state or state integrated school the student can enrol at.

### Criteria 2

Students in years 9-13 must live at least 4.8kms from the school, over the shortest public road or pedestrian route from home roadside gate to the school’s front gate.

### Criteria 3

There must be no suitable public transport options. More detail on eligibility can be found on the school’s website under Administration Matters.



## Kaipara College School Bus Routes

Route Number	Route Name	AM Departs	Commences
5551 AM/PM	Shelly Beach	Shelly Beach	7:50am
5552 AM ONLY	Crossland-Fordyce	Crossland Road	7:30am
5553 AM/PM	South Head	Te Kawau Gate	7:30am
5554 AM/PM	Muriwai	Muriwai Valley Rd Cnr	7:35am
5556 AM ONLY	Peak Road	Stockyards, Peak Rd	7:45am
5557 AM/PM	State Highway 16	Cnr Foster & School Rd	7:45am
5558 AM/PM	Ararimu Valley	Zanders Road	7:35am
5559 AM ONLY	Makarau Valley	Makarau & Kanohi Rds	7.25am
5560 AM/PM	Gibbs Farm	Gibbs Farm Gate	7:45am
5561 AM ONLY	McLachlan/Waitoki	Jordans Road	7:30am
5562 AM/PM	Peak/Inland Roads	Cnr Sheffield & Inlands Rds	7:40am

## SCHOOL BUS ROUTES

If you have any questions at all about school bus services or eligibility please contact the school office. Ph: 420 8640 (800) [info@kaipara.school.nz](mailto:info@kaipara.school.nz)

In 2024, it is expected that nearly 500 students will travel to and from Kaipara College with our transport partners, Ritchies Transport.

On enrolment, students will be automatically assigned bus routes, based on eligibility and their primary residential address. Students are unable to access any other school bus route other than the one they are eligible for based on their primary residential address. In the afternoon, students are checked onto buses by teachers, and only students whose names are on the roll will be able to board the bus.



# Additional Bus Info

## AUCKLAND TRANSPORT (AT)

SCHOOL BUS SERVICE: Kumeu/Huapai/Parakai

For those students who reside in the Kumeu/Huapai area, there is an Auckland Transport dedicated public bus for Kaipara College students. This route runs between Kumeu and Helensville. Students require an AT Hop card to use this bus.

The route is the 060 bus and full detail can be found on the AT website: <https://at.govt.nz/bus-train-ferry/timetables/school-timetables/kaipara-college/>

Please note that the AT 060 is not a Ministry school bus and therefore we have no control over its timetable or operation. When Kaipara College has half days, students will need to catch the 125 public bus or make other arrangements to travel home, as the AT 060 does not adjust its timetable.

### **Where to buy a HOP card locally**

In Helensville the AT Hop Cards can be purchased & topped up at Helensville Price Cutter on corner of Garfield Road. You can find retailers on the [AT Hop Retailer Map](#) online



## ENROLMENT BUS CONTRACT

The purpose of the contract is to keep students safe and to facilitate an efficient School bus service by Kaipara Transport Network. Parents/Caregivers and students should ensure they have read and understood this document, which is to be adhered to for the safety of the bus driver, all students travelling on the bus and other road users.

**All Student School Bus Users & their whānau must agree to this contract before catching a bus. You completed this at the time of your enrolment online.**

## LATE OR DELAYED BUSES

Please make sure you are at your bus stop at least five minutes before the expected arrival time of your bus. Breakdowns and delays are rare, but they can happen. Ritchie's Transport advise the College as soon as they can and we will alert the school community via the SchoolAppsNZ app and our Kaipara College social media, Facebook & Instagram.

## Bus Assembly - First Day of School

We strongly recommend all new Year 9 students who will be utilising school bus transport catch the bus home from school on their first day. On the first day an assembly is held at the end of the day for all bus students where they are allocated to their buses, given guidelines and shown where their bus will be in the bus bay. This helps to relieve student's worries about finding their correct bus, as students are all doing it together, with teacher assistance.





# Administration Matters

**Where do I  
find more  
information?**  
kaipara.school.nz

Our website is being updated throughout the year with information. It is always the first place we recommend going to for more detail on an area of school life you wish to know more about.

## Stationery

Kaipara College Year 9 & 10 stationery packs are available for purchase at the **Helensville Paper Plus**, 64 Commercial Road, Helensville.

**Paper Plus** is also offering base stationery packs for senior levels this year (core subject stationery only). The school holds a small supply of stationery, such as pens and pencils, that can be purchased at Student Services. Helensville Paper Plus stocks a good range of school stationery requirements.

## 2024 Stationery Requirements

To review the full stationery list head to our website. We have shared this in full for you to prepare for the start of the school year.  
<https://sites.google.com/kaipara.school.nz/kaiparacollege/stationery>

## School Fees

The Kaipara College Board of Trustees has opted into the Ministry of Education donation scheme for 2024. This means that instead of asking for a donation towards school fees in 2024, these will be covered by the Ministry of Education.

There are still some areas of learning that require some financial contribution however, due to the large components of the course(s), that have a 'take home' component to them. Any subject contributions will be invoiced to families towards the end of Term One. Payment of these invoices is necessary to ensure students can complete courses.

## Methods of payment

There are several options for making payments to Kaipara College. If a payment is being made manually then this can be done by visiting the Student Centre between 8:00am-3.30pm, Monday to Friday. Cash, or eftpos. For electronic payments please use the following account:

Kaipara College 12 - 3139 - 0002717 - 00

Please include your student's name and the activity, event or purpose of payment, e.g. Hockey

## Financial Assistance

If you require financial assistance from Work and Income for stationery requirements or uniform costs for the 2024 year, please make an appointment with Work and Income by calling 0800 559 009 prior to the start of Term 1, to avoid delays.



**THE SCHOOL OFFICE WILL CLOSE MIDDAY  
ON FRIDAY 8 DECEMBER 2023 AND WILL  
REOPEN ON THURSDAY 25 JANUARY 2024**

**Kaipara College**

36 Rautawhiri Road, Helensville, 0800

Phone: 09 420 8640 | [info@kaipara.school.nz](mailto:info@kaipara.school.nz) | [kaipara.school.nz](http://kaipara.school.nz)



# Staying in Touch

http://



[www.kaipara.school.nz](http://www.kaipara.school.nz)

The website is home to all our key school information. We update this throughout the year.

KAIPARA COLLEGE  
HELENSVILLE, AUCKLAND, NEW ZEALAND



PORTAL ENROL INTERNATIONAL CONTACT

## Caregiver Portal

Real time information about the College, your child's progress and the school's daily notices as well as electronic permission slips can all be located through the parent portal, accessed via the school website. It is our way to communicate immediate and accurate information home. Every family will have been issued with a parent portal login for each child on enrolment. If you have misplaced your login please email [info@kaipara.school.nz](mailto:info@kaipara.school.nz) or phone the school office.

## Social Media

We utilise Facebook extensively as well as Instagram to communicate with our school community about events, successes and important details about day to day school life.

There are a number of Kaipara College sports, cultural and other extra-curricula activities that communicate through social media and have specific social media pages.

Search for Kaipara College on Facebook and Instagram to see all the options.



FOLLOW US



*Keeping parents, caregivers and our wider school community up to date is extremely important to us and there are a number of ways we do that, in addition to direct contact via email and phone.*

## Email



Important information is always sent via email!

We recommend you always review our school emails to stay up to date on the latest school news and information specific to your student/s.

Email is our key communication channel. The channels below are our supporting suite.

## School Apps

On School Apps you can receive school notifications directly to your phone, let us know if your child is going to be absent, access the parent portal, daily notices and the school calendar, as well as contact staff directly. We use School Apps for instant and emergency messages to the whole school community when needed. There are three easy steps to access School Apps:

- Download the free app **SchoolAppsNZ** from your Play Store or from the Apple Store
- Select Kaipara College as your school for the app
- Choose the alerts you would like to receive





# Year 9 Camp, November 2024



Photos from the  
2023 Year 9 Camp



MOIRS POINT  
MANGAWHAI

**Kaipara College will be running a Year 9 camp in week 6 of Term 4 2024.**

The camp is situated in Mangawhai at Moirs Point. [moirspointmangawhai.co.nz](http://moirspointmangawhai.co.nz)  
The camp not only provides the usual benefits of an EOTC (Education Outside the Classroom) experience such as developing self-awareness and confidence, increasing personal fitness levels and developing and practising a diverse range of skills, it is located in an environment that provides motivating and enriching experiences for students including water based activities, science studies and unique local geology.

This camp provides an opportunity for students to establish and strengthen healthy relationships with each other, learn valuable social skills and develop a greater sense of belonging.

The camp is 2 nights (3 days). The cost is \$330 per student. The cost covers accommodation, access to all the camp resources and activities, meals and transport (bus).

This needs to be paid to the school in full by Friday, 11 October 2024. We know there are a lot of costs involved when a student starts college. For this reason we have the facility for you to be able to pay off the camp fee in part payments if that is more convenient. We are asking that a non-refundable deposit of \$150.00 per student be paid by Friday, 5 July 2024. Please pay online directly into the school bank account ASB 12 - 3139 - 0002717 - 00.

Banking details: Particulars - CAMP2023, Code - Yr 9, Reference - Student Name. Payments can be made by EFTPOS at the Student Centre during school hours.

**We will share more information and reminders as we get closer to this activity.**



# Year 10 Curriculum Highlights



## Whānau Time: A cornerstone of support

Central to the student experience at Kaipara College is the continued emphasis on whānau time. This dedicated period every day serves as a daily opportunity for students to live and learn our Te WAKA o Kaipara school values, foster connections, share experiences, and cultivate the support necessary for their educational journey to be a success.



## Literacy and Numeracy: A foundation to navigate success

Year 10 marks a focused effort to deepen literacy and numeracy skills. This strategic emphasis not only prepares students for the NCEA Literacy and Numeracy Co-Requisite Assessments but also lays the groundwork for success in NCEA Level 1 in Year 11.



## Pick your Passion: Subject Selections

In addition to the core subjects—English, Maths, Science, Social Sciences, and Health and Physical Education—Year 10 students have the privilege of selecting two subjects per semester. **This curated list includes Te Reo Māori, Japanese, Visual Art, Performing Arts, Horticulture, Music, Sports, Enterprise, Materials Technology, Processing Technology, Digital Technology, and Design and Visual Communication.** The diversity of options allows students to explore and align their academic journey with their passions. Please note that for our students with an affinity for languages, our offerings extend to comprehensive year-long courses in Te Reo Māori and Japanese. This structure allows for a more thorough and accelerated approach, particularly beneficial for those intending to pursue Senior Language studies.

For further insights into our courses and pathways, we invite you to explore Kaipara College's SchoolPoint platform at <https://kaipara.schoolpoint.co.nz>. Any inquiries or clarifications may be directed to Bernard Coleman, Deputy Principal of Curriculum & Pedagogy, at [bcoleman@kaipara.school.nz](mailto:bcoleman@kaipara.school.nz).



# Senior Curriculum



The senior years (Years 11 to 13) are a time of focused exploration and personal growth, setting the stage for future success.

## Curriculum Overview

Senior students at Kaipara College have the privilege of tailoring their educational experience by selecting five courses throughout the year, contributing towards their NCEA qualification. It is our commitment to ensure a well-rounded foundation, and thus, all students must successfully complete NCEA Level 1 English, Level 1 Maths, and a Level 1 Science course. This approach not only aligns with academic excellence but also provides a comprehensive base for their NCEA Level One qualification.

## Specialisation and Passion Pathways

In Years 12 and 13, students have the opportunity to delve deeper into their areas of interest, either by specialising in their passion pathways or by taking a broader approach that aligns with their aspirations. This flexibility empowers students to pursue subjects that resonate with their goals, fostering a sense of ownership in their educational journey.

## Guidance and Support

To facilitate informed decision-making, our senior subject selections are made online using the SchoolPoint platform. Guidance and information are seamlessly integrated into both class and ongoing academic mentoring during Whānau time, ensuring that students receive the support they need to make well-informed choices. Our dedicated Careers and Gateway team at Kaipara College plays a crucial role in providing valuable insights and assistance into connecting students to pathways beyond college.

## Confirmation of Subject Selections

It is imperative for senior students to confirm their subject selections on 25 January and 26 January 2024. This step ensures a smooth transition into their chosen courses, setting the stage for a successful and fulfilling academic year. More information will be provided to students and their whānau closer to this date.

## Explore Senior Courses and Pathways

For a detailed exploration of our Senior courses and pathways, we invite you to visit Kaipara College's SchoolPoint platform at <https://kaipara.schoolpoint.co.nz>. Here, you will find comprehensive information to assist both students and parents in making well-informed decisions about their educational journey. Any inquiries or clarifications may be directed to Bernard Coleman, Deputy Principal of Curriculum & Pedagogy, at [bcoleman@kaipara.school.nz](mailto:bcoleman@kaipara.school.nz).



# 2024 and beyond Te Puāwaitanga o Kaipara (Whānau Time)



## 2024 and beyond

To fulfil this vision and kaupapa, every student will be placed in a Whānau class (in other schools known as form time/form class/tutor group). For 2024, students are placed in whānau classes consisting of students in the same year level.

From 2025, each Whānau class will comprise students from a range of year levels to encourage tuakana-teina relationship developments. Whānau classes meet five times a week, four of these are whānau time, the fifth period is for assembly and administration.

### Designed to support

The Kaiārahi, alongside the year level Kaitiaki (Dean), design teaching and learning that allows students to feel a sense of belonging and navigate to success by developing their understanding of the following aspects of Kaipara College:

- learning and living Kaipara College's Te Waka o Kaipara values of Whanaungatanga, Aroha, Kaitiakitanga, and Angitūtanga
- developing their own sense of hauora
- exploring peer support through tuakana-teina relationships
- giving service to others and having local and global citizenship
- goal setting, exploring careers and pathways opportunities, and academic mentoring with their kaiārahi (and other teaching staff as necessary)





# Frequently Asked Questions

## CAREGIVER PORTAL ACCESS: WHAT DO I DO?

I can't log in to the Portal OR I've forgotten my Portal Username & or Password!

Call 09 420 8640 (ext 800) or Email [info@kaipara.school.nz](mailto:info@kaipara.school.nz)

Login



## How do I report a student absence?

Phone +64 9 420 8640 ext 810  
Phone or text +64 27 420 8642

Email [attendance@kaipara.school.nz](mailto:attendance@kaipara.school.nz)

or use the absentee function on the SchoolAppsNZ app.

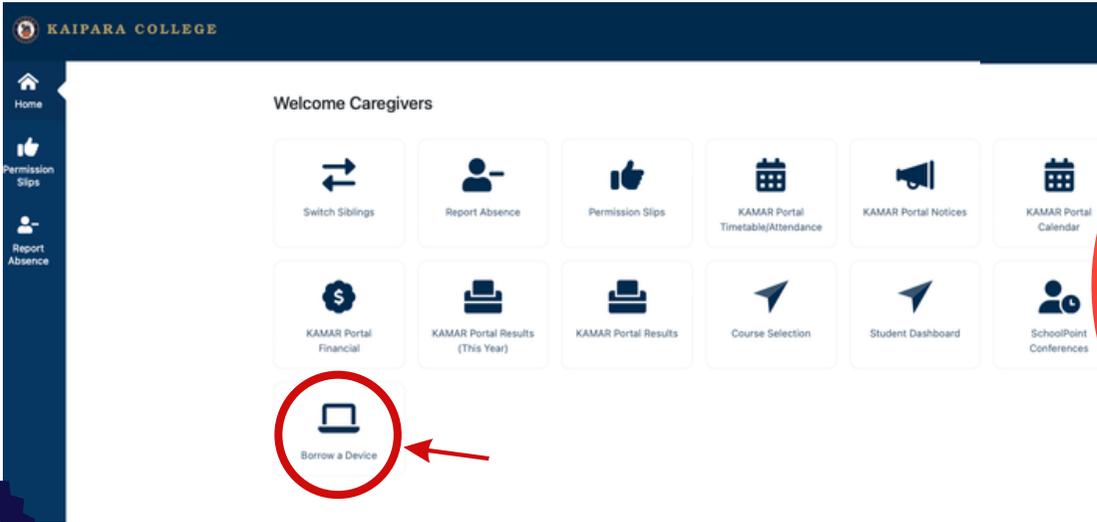
## How to request to borrow a device for my student?

- For a student to borrow a school device, caregivers need to complete the **Request to Borrow a Chromebook form** which is available on the **Caregiver Portal**. See image below showing where to find form on the portal homepage.
- No device will be loaned to a student without this form being completed in advance and only caregivers can complete the form because by completing this form, you are accepting liability for any damage or loss caused to the device while it is in your student's possession.
- Students pick up a their loan device from the library at the start of school. Devices must be returned to the library at the end of each day.
- A small number of long-term loan devices are available for students where financial hardship prevents students bringing their own device. Please contact [info@kaipara.school.nz](mailto:info@kaipara.school.nz) if you would like to know more.

## BUS PASS?

I need my student to catch a bus home that they do not normally ride, so they can:  
eg: go to a friends house or to meet me at my work.  
It is not possible to get a one off bus pass or an exception bus pass at any stage sorry. Please arrange your own transport in these scenarios.

Can I pay for my student to ride the school bus if we are not eligible at our address?  
No unfortunately it is not an option to do user pays.



## BE AWARE!

The Caregiver Portal is different to the Portal your student uses. You can't share your students portal password otherwise you'll potentially miss key caregiver information and functionality.

Login



## We've Moved!

Remember to update us when you have a change of address. Email us to confirm a new or change to residence or to add an additional residence for you and your student.  
[info@kaipara.school.nz](mailto:info@kaipara.school.nz)  
Please include your proof of new address.