



Nau mai haere mai ki Kaikorai Kura

Welcome to Kaikorai Primary School

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Starting school is a special and important time for all children.

It is vital for their future educational well-being that their first school experiences are positive.

At Kaikorai Primary School we strive to ensure that your child is warmly welcomed and feels secure within their new class.

We place great value on working with parents of our new entrants in order to make this transition an easy one for the children. Communication between the parents and your child's teacher is vital. Please feel free to approach any of our staff or me to arrange a meeting to discuss your child's progress.

Our school values of Kindness, Aspiring, Independence, and Keenness are encouraged through all aspects of our student's daily life.

At Kaikorai we pride ourselves on our interesting and innovative programmes. Considerable emphasis is placed on the key learning areas of English and Mathematics. I.T. is used throughout the curriculum and children are taught and encouraged to develop their own questions, find information and present new learning in a meaningful way.

We also understand the importance of developing students as a whole. We encourage children to be 'well rounded' and offer a myriad of sporting, cultural and social opportunities to develop their skills and interests.

We look forward to meeting you and your child. Please contact me if you would like further information or a guided tour of the school.

Beth Downie
Principal

Our people 2023

Principal	Beth Downie
Deputy Principal SENCO	Kristen Ferguson
Classroom teachers	Junior syndicate Year 0-2 Felicia Ward - team leader and AP Courtney Dunn Paula Fisher Nicole Wilson Middle syndicate Years 3-4 Amy McBeath - team leader Emma Riley Jill Kumar Senior syndicate Year 5-6 Bridget McDowall - team leader Rosarah Hardie Anya Matravers Mark Pickering
Release teachers	Tony Reid Heidi Cleland Nicky Garden (ESOL teacher also)
Secretary	Sharon Fitzgerald Susie Clarke
Teacher Aides	Renae Barnes Margaret Galbraith Kelly Mackay Jacinda Gibbons Sue Reid Jill Thomson Amelia-Kate Keogh
Caretaker	Michael Bradshaw

School Transition Programme

A smooth transition to school is vital to positive educational outcomes. There are many stages we encourage children and families to go through but we also acknowledge that all children are different and may need more or fewer visits to ensure they feel comfortable about starting school.

Here are some possible stages that you may like to follow to get your child off to the very best possible start

Stage 1:

By the time your child has turned four, you will want to start considering what school they will attend.

To help you make this decision we are happy to provide you with a personal tour of the school with the Principal, Beth Downie. You will have a chance to visit the new entrant classrooms, watch classes in action and ask any questions you may have. To organise this simply ring the school office on 464 0065 or email - principal@kaikorai.school.nz

Stage 2:

Our transition programme runs every second Wednesday from 2.00 - 2.45 pm and is open to any child from 4.5 years of age who is enrolled to attend Kaikorai School. If you would like your child to attend Kaikorai Kiwis then please phone the office (03 4640065) or email Courtney Dunn cdunn@kaikorai.school.nz to book a place.



Stage 3:

To enrol your child at Kaikorai Primary School. You will need to complete an online enrolment form, this can be found on the schools website, under information. You will also need to scan or present to the office a copy of your child's:

- Birth Certificate
- Immunisation Certificates
- Proof of address

- Acceptable Use Policy and Likeness permission form

Stage 4:

The new entrant teacher will contact your child's early education centre and discuss important information that will ensure we have a clear understanding of your child's interests, needs, and strengths.

Stage 5:

The Junior Syndicate Leader or your child's class teacher will contact you to organise class visits.

Stage 6:

Purchase the school stationery pack from the office and name all books and equipment. Naming your child's clothes, lunchbox, and drink bottle is also immensely helpful.

First Day Organisation

Most children start school on either their 5th birthday or soon after.

It is important to arrive at school **before 8:45 am** to ensure your child is settled into the class before the first bell rings at 9.00 am.

Encourage your child to hang their coat/bag together on a peg outside of your child's class and come into the classroom to meet the teacher.

Once the morning session has started, please use the teacher's guidance as to the best time to leave.

All children finish school at 3pm. Please discuss fully with your child where to meet, and who will be meeting your child at the end of the day. Please let the teacher know if arrangements change.

The A-Z of Life at Kaikorai Primary School

Absences:

A telephone call to the school office indicating that your child will be absent or late is essential in order that we can account for **all** children. Please call the school office (phone - 464-0065) before 9:00 am.

Accounts:

The school runs an account system. You will be informed of extra costs that occur in the classroom programme such as field trips, sporting opportunities, fees, swimming, etc. through a classroom notice and the fee will go on your account. This can be paid as the events occur or as a regular payment.

Adverse Weather Conditions:

If in doubt about school opening time, please listen to any one of the main local radio stations or check the school website.

Notices affecting our school will be included in the **General Notice for all Dunedin Schools**. As safety is the prime consideration, parents should use their own discretion when bringing their children to school.

Before/After School Care:

Kelly Club is operating its fun-filled programme from the Kaikorai School Hall on Monday to Friday from 7.15 am - 8.30 am and 3.00 pm - 6.00 pm.

Kelly Club Kaikorai runs a well-structured programme with both indoor and outdoor activities (from Arts and Crafts to Sports), afternoon tea, homework and quiet time.

Any inquiries please contact: Michelle Cottage

Phone: 0204 0056700

Email: kaikorai@kellyclub.co.nz

For more information: www.kellyclub.co.nz/kaikorai

Birthday Invites:

If your child has party invitations to hand out to friends, please give these invitations to the classroom teacher. The teacher will then distribute the invitations to the invited children.

Board of Trustees:

The Kaikorai School Board of Trustees consists of five elected parent representatives, an elected representative of the school staff, and the Principal.

The term of office is for three years. The Board may at any time co-opt up to four members for either the whole term of office or to utilise a person's skills and experience for a particular purpose for a specific length of time.

The Board and staff are guided by the **Charter** which can be found on the school's website.

The Board is responsible for the maintenance and development of the school facilities and is the employer of the school staff, having a major

role, along with the Principal, in staff selection. The day-to-day running of the school, internal organisation of classes, and teaching programmes, are the responsibility of the Principal and staff.

The Board of Trustees meets monthly and reports on a regular basis to the community. Minutes of the monthly meetings are kept at the office and are available for viewing. Board of Trustees meetings are open to the public.

Trustees welcome approaches from parents who wish to express either concern or appreciation.

Board Meetings:

The Board of Trustees meets monthly at 5.30 pm, dates are advertised on the Kaikorai website calendar.

Board of Trustees Members:

Chairperson:	Katie Devereux
Duty Chair:	Blair Collie
	Liz Harburg
	Rachael Jenkins
	Leia Silby
Staff Rep:	Anya Matravers
Principal:	Beth Downie
Secretary:	Susie Clarke

Communication:

Effective Home/School communication is of critical importance to us. Our **web site** (www.kaikorai.school.nz) is kept up to date and should be the first place to find information. Important information will also be emailed out to parents.

The **School newsletter** is emailed every Friday at 2:30pm. The newsletter contains important information as well as general items of news. The newsletter can also be found on the school's website.

We also use **SeeSaw** as a method of communication and a window into the classroom. Your child's work and goals will be shared directly with you regularly. Your whānau can connect to your child's page.

Most importantly, we are always just a phone call or a visit away. We are here to help. If you have a question or a concern please don't let it grow into a problem.

Curriculum in the Junior Classes:

- **Reading**



Reading lessons take place daily in the Junior classes. These lessons include reading to, with, and by children.

When children begin school, they enter with varying knowledge and skill levels in literacy. Where they are on their literacy journey will determine the types of reading activities that their classroom teacher will give them to work on at home.

Some children will bring home a reading book, Monday to Thursday, to read, so that your child can practice their skills. This reading book has previously been read by your child in the class with their teacher. They may also have some "Sight Words" that they need to instantly recognise. For other children, they may be purely working on reinforcing some key letters of the alphabet.

Your child may also bring home a weekly poem to share with you. They have been learning about important concepts of print through the reading of this poem in class.

- **Writing**

Writing lessons take place daily in the Junior classes. These include writing, spelling, and handwriting lessons, where specific skills are taught.

In the Junior classes, your child may have a few spelling words to learn at home each week or your child may simply be working on practising writing specific letters of the alphabet, to reinforce their skills.

- **Mathematics**

Mathematics lessons take place daily in the Junior classes. Your child will spend around 80% of the year focusing on developing their number knowledge and strategies for solving problems. The remaining 20% of the time will be spent on Geometry, Statistics, and Measurement.

While there are no formal Mathematics homework expectations for Junior children, there are many practical ways that you can support your child's understanding of Mathematics:

- Find numbers around your home and neighbourhood - clocks, letterboxes, speed signs
- Count forwards and backward - microwave, clocks, fingers and toes, letterboxes, action rhymes, stairs
- Find patterns and/or make patterns using objects around the home - clothing, utensils, crockery, toys
- Play board games, dice games or card games.



Dental Treatment:

Dental care in Dunedin was centralised in 2012. Children will be sent an appointment time and it is expected that you will collect them from school and take them to their clinic at the Dunedin Dental School.

Discipline:

The aim of Kaikorai Primary School is to encourage self-discipline and children are encouraged, at every opportunity, to develop forethought with regard to actions and possible subsequent outcomes.

Both school and classroom climate is influential in developing acceptable standards of behaviour. Pupils are aware of these and the attitudes that are desirable.

Poor attitudes and behaviour are seen as problems concerning both school and home. For this reason, it is school policy to contact parents when there is a concern.

Donations:

To enable the School Board of Trustees to provide the necessary resources for your child's programme, we appreciate families paying a donation of \$70 per child per year. Most field trips and performances come from this fund and the generous support of the Parent Group and the Bendigo Valley Charitable Trust.

Dance & Drama:

Children get to express themselves creatively in a number of ways at Kaikorai, from in-class lessons to our TV station KPSTV <https://www.youtube.com/channel/UCgOzX89yKJxRFsY8FZfNzDA>.

A major school production is held every second year. With the focus either being a school movie or a dance performance.

We also offer a lunchtime dance group with one of our very talented teachers.

School Values:

The values and attitudes that we want Kaikorai Primary School students to be striving for are shown below.

These values and attitudes underpin everything that we do at Kaikorai Primary School. This includes how we interact with each other and the delivery of the curriculum.

A KAIK KID IS...

KIND ATAWHAI

To resources
To the environment
To yourself and others

ASPIRING WAWATA

To be a thinker
To be a life long learner
To be the best you can be

INDEPENDENT MANA MOTUHAKE

To work hard
To make good decisions
To look after belongings

KEEN HIKAKA

To be confident
To try new activities
To make new friends



KAIKORAI
PRIMARY SCHOOL



Gifted and Talented:

Kaikorai Primary School provides numerous opportunities for children who have special talents or are gifted. Our classroom programmes are designed upon a project-based learning philosophy, specifically, that of PBL works. <https://www.pblworks.org/>

What the NZ Gifted Association Recommends	What we do
Project-Based Learning	PBL – First school in New Zealand to bring out PBL trainers from the USA to work with our teachers. First school in Otago to be awarded the Otago Community Trust Innovation Funding to upskill teachers in PBL
Competition	<ul style="list-style-type: none"> ● EPRO8 - https://epro8challenge.co.nz/ ● ICAS - https://www.unswglobal.unsw.edu.au/educational-assessments/ ● O'Mathalon - http://www.oma.org.nz/omathlon.html ● Chess Competition ● Otago Problem Challenge
Acceleration	<ul style="list-style-type: none"> ● Writing acceleration group ● Mathematics acceleration group ● All students are grouped and taught to their ability in reading, writing, and mathematics
Differentiation	All good PBL inquiries are entirely dependent on differentiation.
Events and Opportunities	PAL Leaders NYLD Polyfest School Orchestra – The only primary school in Dunedin that has an orchestra Choir/Piano/Guitar/French Horn KPSTV Dance Group Sports Teams French Robocup Ukulele Jam

Learning Beyond the Classroom	All students as part of their PBL inquiries are asked to work with experts in the community and are encouraged to organise and conduct their own field trips.
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Health:

If your child has any special conditions or factors affecting either health or behaviour, please inform the school. This is especially important in the case of medication and chronic ailments such as asthma, epilepsy and allergies

Health Nurse:

The Public Health Nurse visits the school on a regular basis and can be contacted if you have any concerns.

All children receive a vision and hearing test when they are 5 years old. If you have any concerns at other times, please contact your child's teacher.

Homework:

Homework can be a useful activity at primary school level. It may be in the nature of completion of work, the continuation of assignments, or specific short learning tasks but most homework will focus on the consolidation of knowledge such as spelling or basic facts. Homework is also useful in providing an opportunity for parents to have conversations with their children about topics or ideas being discussed at home.

The type and amount of homework will vary considerably between class levels as well as from child to child. In Junior Classes, the sharing of a reading book with parents each evening is of inestimable value and may take only a few minutes. In more Senior Classes, learning basic mathematical facts, spelling activities, completion, and continuation of assignments or classwork and reading may take longer.

Children are individuals. Some will want to spend longer than others on school-related or learning activities - concentration spans and stamina vary considerably. At this stage, children are children and need to have

other things to do. They grow and develop in body and mind by playing sports, learning to play musical instruments, interacting in organisations they join, watching TV, doing small amounts of homework, reading, and getting to bed at a reasonable hour! If you would prefer that your child receive no homework then please contact your child's class teacher.

Information Technology:

We are well equipped with the latest technology and have skilled staff who provide high-quality instruction and can utilise the benefits of being in a "connected world".

Each classroom is well equipped with 1:1 chrome books in the seniors and middles and 1:2 ipads in the juniors. Children also have access to a wide range of other tools such as robots, drones, and VR goggles.



Lunches:

Children are actively supervised while they eat their lunch. Duty teachers check that children have eaten enough before being released to play. We encourage parents to provide healthy food choices in their child's lunchbox. Water has proven to be excellent brain food.

Parents, caregivers, staff, and students can order school lunches using the following website, and your student's food choices are delivered fresh to the school in time for lunch.

It's simple, all you need to do is visit:

www.lunchonline.co.nz (Thursday – Sushi only)

French:

French is also available on a user-pay approach before school.

Mathletics:

Kaikorai Primary School has signed up to the www.mathletics.co.nz website for all children Year 2 and up. This site is used within the classroom mathematics programme but it can also be used at home to support your child's learning. Children have their own specific login and the work is tailored to the ability of your child. There is a cost of \$20 for this programme.

Music:

There are many ways the children at Kaikorai Primary School can express themselves musically. It makes up an important part of the school's curriculum with daily singing in most classes. We also have class sets of Ukulele, Xylophone, and Marimbas.

Children can also opt into the school Choir, Kapa Haka, and orchestra. We also provide user-pay lessons on guitar, piano, trumpet, and French horn, during school time.



Parents Group:

The Parents Group is a group of parents who foster a link between families/whānau and the school, organise social activities and raise funds to help improve school facilities and provide our children with the “extras” not supplied by the Ministry of Education.

The Parents Group is run by a Committee and meets 1-2 times each term. Details about meetings are included in school newsletters and all are welcome to come along and get involved.

For more information contact:

- Michelle Churchman – 027 6879433

pg@kaikorai.school.nz

Reporting to Parents:

There are many opportunities throughout the year to discuss your child’s academic and social progress.

If your child has just started school as a new entrant you will be invited to get feedback from their class teacher after approximately six weeks at school.

In mid-March, we offer parent-teacher interviews to provide feedback on how your child has settled into the new year and to set learning and or social goals. At the end of the second term, you will receive a written report, which includes information on Reading, Writing, Math, and social skills. This is followed by parent interviews at the end of term two. A second written report covering all essential learning areas is issued at the end of term four.

Road Patrol:

Our school community works really hard to ensure that crossing our roads is made safe. Supervision is provided before and after school on Wright St and after school on Tyne Street. We are short of volunteers in this area and if you think you could help please contact Kelly at: roadpatrol@kaikorai.school.nz

School Hours:

9:00 am to 3:00 pm

Morning Break:	10:25 am - 10:50 am
Lunch Break middles and senior students	12:15 pm - 1:15 pm
Junior students	1:00 pm - 2.00 pm

Children will be supervised from 8:30 am. No children are allowed into the school buildings before this time. If you would like supervision before 8.30 please contact the Kelly Club.

School Safety:

Teachers supervise playgrounds during playtime and lunchtime. We will try and contact you in the event of any sickness or accident. Please make sure that the office has an up-to-date number for home, work, and an alternative caregiver.

School Term Dates for 2023:

Term 1: 1 February - 6 April
Term 3: 17 July - 22 Sept

Term 2: 24 April - 30 June
Term 4: 9 October - 15 Dec

Sports:

We offer a wide range of sporting options.

Including:

- Touch
- T Ball
- Flippa Ball
- Netball
- Futsal
- Hockey



- Basketball
- Cricket
- Tennis

Signing up for these sports happens at the beginning of Term 1 and the end of Term 3 for summer sports and the end of Term 1 for winter sports. This can be completed online through the Sports section of the school website.

Stationery:

A complete stationery pack, for new entrant children, can be purchased from the school office. Children can also purchase essential supplies from the office before school.

Uniform:

Kaikorai Primary School does not have a compulsory uniform but the Dunedin sun can be harsh in Term 1 and Term 4. All children are expected to purchase and wear the school hat (\$18) and wear it while outside. Children are also encouraged to put on sunscreen and classes have a small amount for those who forget to put it on in the morning.

A school top (\$45) is also a compulsory purchase. These are to be worn to most outside of the school events or while representing the school.

Lost Property:

Children are encouraged to take responsibility for their own belongings. In order to assist your child, we ask that **all clothing and possessions be clearly named**. Unclaimed clothing is put in a box outside the hall.

Please avoid sending valuables to school.

So many lost clothes, so little names!

We would be able to return all of the lost clothes at school if it was named. The Parent Group has a solution for you and what is even better is that they will give 20% back to the school. It is simple, just read the instructions. <https://www.preciouslabels.co.nz/current-fundraisers/>

Walking Bus:

A Walking School Bus operates every school morning from the corner of Highgate and Belgrave Crescent (at the top of Ross St, just along from Roslyn Kindergarten) to Kaikorai Primary School. Children can also join the bus along the way. The Walking Bus allows children to walk to school in the company of other children with at least 2-3 parent volunteers to ensure safety.

The Walking Bus leaves at 8.20 am and all are welcome.

For more information contact Daniel Thomas:

Cell - 0211915053

Email: dbthomasnz@gmail.com