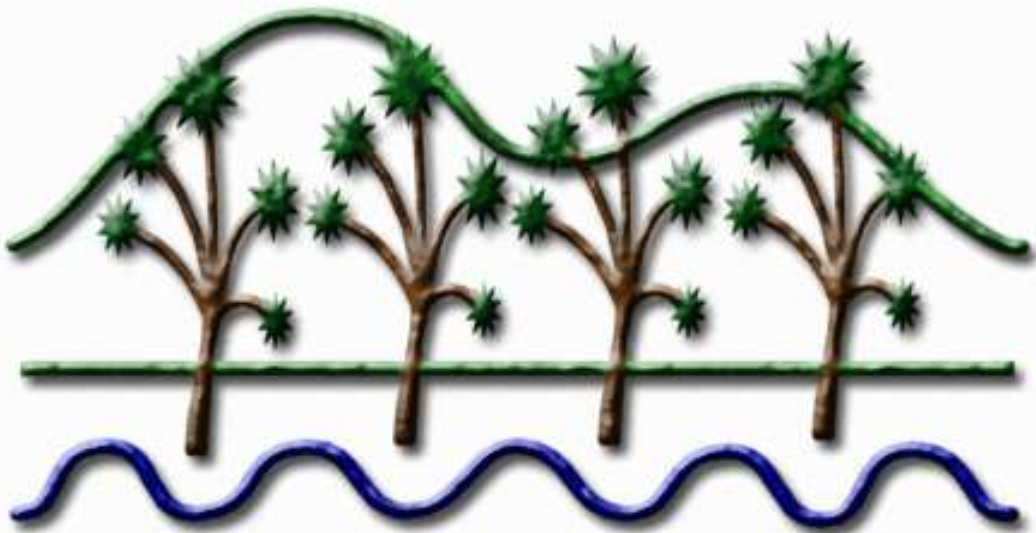


INFORMATION BOOKLET

**We Can Be, We Will Be, We Are,
Powerful Learners**



Weber School

Intelligent Learning In A Caring Environment

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Introduction

We welcome you to the school community and trust your time with us will be happy and productive.

The purpose of this pamphlet is to help parents, especially those of new entrants gain some general information about the school.

Mission Statement

Intelligent Learning In A Caring Environment

Vision

We are ready, willing and able powerful learners

Values

We are promoting the following Values:

Striving for Success

Learning

Respect

General Goals

Weber School will ensure that all its pupils will:

1. Acquire the skills and knowledge that enable them to go on learning.
2. Develop the skills, knowledge and attitudes needed to function effectively in everyday life, now and in the future.
3. Develop respect for themselves and for others, and the skills needed to live and work with other people.

General Information

School Address

Weber School
R D 10
Dannevirke 4970

Phone
06 3743809

E-mail Addresses

Janine Satchwell	principal@weber.school.nz
La Vonne Cottle	office@weber.school.nz
Janet Tolley	jtolley@weber.school.nz
Karen Phelps	kphelps@weber.school.nz
Janet Tolley	jtolley@weber.school.nz
Kathy Holyoake	kholyoake@weber.school.nz

Website

www.weber.school.nz

Facebook School App

Weber School
Skool Loop

School Hours

9.00 am First session starts
10.10 am Morning tea break
11.30 am Second session
11.50 am Second break
1 pm Lunch break
1.45 Fourth session
3 pm School day ends

Office Hours

8:45am – 3.15pm Monday - Thursday

Staff

Teachers

Janine Satchwell	Principal
Janet Tolley	Junior Room – Room 1
Karen Phelps	Middle School – Room 2
Kathy Holyoake	Senior School – Room 3

Heidi Lewis	Teacher Aide
Rachel Thompson	Teacher Aide

La Vonne Cottle Office Administrator (Mon-Thurs)

Kath Mason	School Cleaner
	School Caretaker

Miffy Hoani-Donnelly Volunteer Librarian

Bus Drivers

Connie Bicknell	374 3579	Akitio
Go Bus Paul Stewart	374 8145 or 3749437	Motea/Dannevirke
Paddy Murphy	374 3670	Herbertville

Board of Trustees

Every primary school is controlled by a Board of Trustees. Each Board of Trustees comprises:

- 1 Five members nominated and elected by the “parents” of Students.
- 2 The school principal.
- 3 One member elected by the school staff.

- 4 Such other co-opted members as the Board of Trustees thinks fit (up to a maximum number of 4), to ensure that the board properly reflects the composition of its community, or to ensure that particular expertise is represented and available to the board.

The Board of Trustees is responsible for the broad policy objectives and the efficient and effective running of the school.

The board is expected to be responsive to community educational needs and to

set programs and courses to meet them, within the national guidelines.

The Board of Trustees members

Chairperson: Jason Leipst
Treasurer: Cheri Henricksen
Property: Heidi Lewis
Personnel:
Health & Safety:
Community Liaison:
Principal: Janine Satchwell
Staff Rep: Heidi Lewis
Trudy Hales
Jaime Arnold
Miffy Pickering

Board Secretary La Vonne Cottle

All meetings of the Board of Trustees are open to the public and parents are welcome to attend.

The meeting night for the Board of Trustees is usually the 3rd and 8th Wednesday of each term at 5:00pm at the school.

School Charter

A charter has been written for Weber School, which defines the purposes of the school and the intended outcomes for pupils. It also defines the ways in which programs will be designed to take account of:

1. The particular interests of students and potential students.
2. The special skills and qualifications of the staff.
3. The resources of the community.
4. The particular wishes of the school community.

Copies of the charter are available from the school for the parents to read.

Fundraising Committee

Miffy Pickering 374 3645

Enrolment

Children are entitled to start school the day of their fifth birthday. Once enrolled and before they are 5 they are welcome to attend transition to school sessions in consultation with the junior teacher.

When you enrol your child, you will be asked to fill in an enrolment form for school records with details such as full name of child, parent's names, home address as well as relevant health details and emergency contacts.

Cyber safety Form

Student Information Form

Bus Code of Conduct Form

Education Outside the Classroom form blanket consent

Dental enrolment forms

A copy of your child's birth certificate and immunization certificate is required to be seen and a copy kept for all children.

All forms are treated as confidential.

Absence

Please notify the school **before 9am** preferably via the school website: www.weberschool.co.nz home page "Absence form" if a child is to be absent. Parents occasionally ask to have their children away from school for one reason or another.

Accident or Illness at School

Minor ailments will be treated by Staff. If it is more serious, we will ring you and have you collect the child to take home, to the doctor or to the hospital. Therefore it is important when you enrol your child you let us know your private phone number, business number (if any) and also an emergency number for us to ring if you are unable to be contacted.

Please notify the school if children have medicine to take and you will be asked to sign a medicine authority form. Also if children develop health problems which may occasionally that require the giving of a particular form of treatment i.e. asthma, diabetes, antibiotics or allergies.

School Bus Service

It is essential that you notify the driver should your children not be using the bus on a certain day, or if a child is to be picked up or dropped off at a place different to usual.

Please contact the school if there is any change in travel arrangements.

Otherwise normal arrangements will be assumed.

If your child needs to travel on a different bus for any reason, you need to contact the driver to see if there is room to carry them.

Dropping off and Collecting Children from School

If you are collecting or dropping off your child at school by car please use the car park by the hall. If you need to walk your child across the road outside school please wait until the buses have gone.

Money

If children bring money to school please ensure it is in an envelope with the child's name and purpose written on the outside. This should be handed into the office before 9:00 a.m. for safe keeping and processing. Receipts will be issued on request.

Reporting to Parents

Parents are invited to discuss their child's progress at any time throughout the school year. Outside of this there are two formal reports during the year. The purpose of this is to inform parents of what will be happening in the classroom and to answer any queries parents may have. Conferences are held during Term 1 and Term 3.

Homework

Primary school children should not be burdened with large amounts of school work to be done in what should be profitable leisure time. However, the discipline of having to attend to some routine learning activity or research work is of value to all children. Homework occurs as the need arises and will mainly involve reading, completing unfinished work or reinforcing previous work. Any homework the child does not understand and which causes frustration should be left.

Religious Education

Sessions are held in each classroom for one hour twice a term. If you have any concerns regarding this please contact your child's teacher.

Emergency Procedure

In the case of an emergency the assembly point is on Tennis courts.

Technology

The year 7 & 8 pupils attend classes at the Technology Centre at Dannevirke High School for two terms per year.

Community Consultation

A school newsletter is usually sent out once a week via email, usually on a Monday to all school families and any other members of the community who request this. Also a community newsletter, the Weber Warbler, is published at the end of each term. This is sent to the entire wider community. It includes school news, work by the children and community news. If you wish to have an article/ advertisement published in the Warbler, contact the office two weeks prior to the end of term.

School Lunches

The school has a kai warmer and food can be heated during the winter months.

All food to be heated must be wrapped in foil and named with a felt pen.

Please do not send frozen food as the kai warmer is not powerful enough to heat food from frozen.

Weber School encourages 'Healthy Lunches' for children and water is the only drink permitted.

Stationery

Stationery is sold on the office max website and posted directly to your family. The office has a small amount of stationery held also.

School House Groups and Colours

Wimbledon	Blue	Horoeka	Green
Motea	Yellow	Waione	Red

School Uniform

Weber School - Navy/Red Shorts
Weber School - Polo top
Weber School – Sweatshirt

Uniform can be bought from the school office Monday to Thursday 8.45 – 3.15pm

The following is to be worn with the Weber School Uniform.

Summer: Black sandals
Sun hat (compulsory term 4 and 1)

Winter: Black school shoes – sport shoes
Black socks
Black or blue stockings
Tracksuit Pants (optional)

If your child is wearing a singlet/thermal this should not show.
Long hair must be tied up with (either black or blue) hair ties or clips.
Slippers or over socks would be helpful during the winter.
We also ask all clothing be **named clearly** as lost property can be a problem.

Children need a change of play clothes for sport and lunch time activities each day. Mouthguards should be worn for tackle rugby.

School Grounds

The school grounds are a good place for children of all ages to meet and play.
We ask that users respect this privilege and realise they enter and use the school grounds at their own risk.

Swimming Pool

With the covered pool the swimming season can run from Nov/Dec till March.
Togs and towel are to be named clearly and brought to school in a named bag.
These are to be brought every day, as the weather is changeable.
We also appreciate a note explaining the medical reason if your child is unable to participate in swimming lessons.

School Library.

We are fortunate to have a school library well stocked with children's books.
Children are free to borrow two books, which will be issued for a week. Library day is Friday.
Please support your children by getting them to return books on time and in good condition.

School Working Bees

The school has at least two crutching working bees per year.

Please note that at times parents/caregivers maybe required to give a voluntary donation towards general school activities or requested to pay for specific school activities.

You will be notified about all requested payments.

Road Ringers

We have a group of parents who are our 'Road Ringers'. They have a list of school families they ring to let parents know of emergencies at the school or to organise a working bee etc.

Pre School

The Ti Tree Point Playgroup has sessions every Wednesday morning of school term time at 9:30 a.m. till 12.00 noon. Everyone is welcome.

Pongaroa Early Years

The Pongaroa Early Years has sessions Monday, Tuesday, Thursday & Friday
Hours 9.00 am – 3.00pm.

Contact Carolyn Te Huia Phone 06 376 2570

Updated 10 June 2019