

Bathgate Park School



Information Booklet



Act kindly and gently

Respect self, others and
the environment

Own your actions; Be
honest

Have a positive attitude

Always try your best

213 Macandrew Road
South Dunedin
Dunedin, 9012
(03) 455 3421
office@bathgatepark.school.nz

Facebook: Bathgate Park
School Official

www.bathgatepark.school.nz

Welcome

Nau mai, haere mai

Ngā mihi mahana, ngā mihi aroha!

It is with pleasure that I introduce Bathgate Park School to you. Established in 2012, Bathgate Park School was opened after Macandrew Intermediate and Forbury School merged at the end of 2011.

Our whakataauki is “Te mea nui, he tangata - The most precious is people.”

To realise our vision and whakatauki, Bathgate Park School will develop and support the students, staff and community to reach their fullest potential.

I am sure your child will enjoy their time at BGP and will over time develop into being confident, resilient, knowledgeable learners who will respectfully participate in our school community and beyond.

Please be in touch with us if you have any queries or concerns. You can phone 03 455 3421 to make an appointment time with any of the staff or email us.

Ngā manaakitanga

Katrina Robertson
Principal

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OUR SCHOOL

Aroha

Aroha is the Māori word for love and at Bathgate Park School we encourage the love of learning; the love of our special place, as well as the love and support of the people in our school and wider community. **A.R.O.H.A.** is also the acronym for our school expectations.

Act kindly and gently;

Respect yourself, others and the environment;

Own your actions; Be honest;

Have a positive attitude;

Always do your best.

Specialist Arts Teaching

We pride ourselves on providing high quality instruction across all of the New Zealand Curriculum and at Bathgate Park School we place a large emphasis on The Arts. All students beginning from the age of five receive lessons in Visual Art, Music and Dance from specialist tutors. We believe providing opportunities in The Arts contributes to the overall wellbeing of our learners and gives them a chance to shine.

Celebrating Diversity

We celebrate all of the unique cultures and special attributes that make up our wonderfully diverse school. All students are supported and encouraged to embrace their culture and are given many opportunities to be involved in school wide performances and celebrations.

Starting at Bathgate Park School

Bathgate Park School does not operate a School Zone. This means that it doesn't matter where you live in Dunedin, your child can be accepted into our school. We welcome visits and are happy to talk with you and show you around our unique school.

Enrolment Procedure

When enrolling at Bathgate Park School we require the following information and documents:

- Proof of age from a Birth Certificate
- Proof of citizenship from a Birth Certificate/ Passport
- Immunisation Records
- Details of medical information that may require attention at school
- Any parental/ caregiver or custody arrangements
- First language spoken and language/s spoken at home
- Any conditions that may affect learning or require additional support

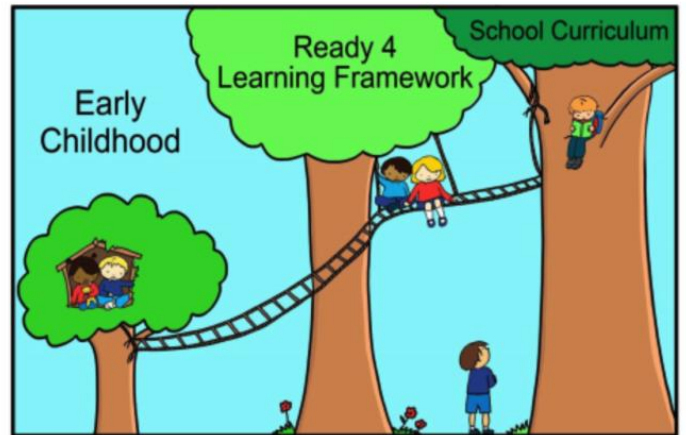


Little Stars

Each Wednesday afternoon from 2pm until 3pm we run a 4 year old programme called Little Stars, where we welcome children who are beginning the transition to Primary School. Our New Entrant Classroom is called Rehua. Rehua is the Māori guardian of the stars. The Little Stars who are joining our school all sparkle and shine with enthusiasm and a positive attitude to learning.

Our youngest learners are welcomed into our New Entrant class (Rehua) which is a Learning Through Play Environment. This supports the transition to school and allows the children to very quickly adapt to their new environment, where they feel happy, safe and secure. This will prepare them for moving on to the next stage of their learning.

Our Kākano Team uses the Ready 4 Learning Framework as a key part of their learning programmes. We run parent information sessions regularly to share how the Framework is implemented at Bathgate Park School.



SCHOOL ORGANISATION

Bathgate Park School is a Full Primary. It caters for children from ages 5 to 13, Years 1-8. We work collaboratively in two teams, setting programmes of learning and evaluating our effectiveness in meeting the needs of all our learners.

Kākano Team Classrooms

Rehua: New Entrants/ Year 1
Tāne Māhuta Years 1 and 2
Haumia: Years 3 and 4

Puāwai Team Classrooms

Uenuku: Years 4 and 5
Rūaumoko: Years 6 and 7
Tāwhaki: Years 7 and 8

School Contact Details

Physical and Postal Address

213 Macandrew Road
South Dunedin
Dunedin 9012

phone: 03 455 3421

cell: 027 33 22 394.

Office contact: Joy Fleming

office@bathgatepark.school.nz

Website: www.bathgatepark.school.nz

Facebook: Bathgate Park School Official

A- Z INFORMATION

Absences

If your child is away for all or part of a day, please contact the office by 8:30am. You can do this via the office landline 03 455 3421 or via the school cell phone 027 33 22 394.

There is an answer phone on both phones which are cleared regularly, so please leave a message.

Assemblies

We hold full school assemblies weekly on Monday at 10:30am. During assembly we share our learning, sing and dance, present Duffy Learning Awards, A.R.O.H.A. Certificates and

Player of the Day Awards. Parents are most welcome to attend.

During language weeks we often hold special assemblies where each class shares their learning. We will notify the school of these via newsletters and email as our families are welcome to come and celebrate with us.

Bicycles/ Scooters/ Skateboards

Bicycles, scooters and skateboards may be brought to school by children who have the permission of their parents to do so. Cycles must be in a safe roadworthy condition and helmets must be worn. It is a privilege to ride a bicycle to school and failure to ride in a safe, sensible manner will mean the child's parents will be contacted and permission withdrawn until the behaviour is rectified.

Board of Trustees

In New Zealand, state schools are governed by a Board of Trustees who are made up of parents who are elected into their positions by the school community every three years. Our school Board of Trustees meets monthly. These are public meetings which parents are welcome to attend.

Breakfast in School

Thanks to Fonterra and Sanitarium we provide breakfast every morning to any student who wishes to participate. Breakfast normally consists of Weetbix, milk, and fresh fruit. Parent volunteers organise breakfast.

Chewing Gum and Sweets

Chewing gum, bubble gum, soft drinks and sweets are not permitted at school.

Collecting Children from School

Parents needing to collect children from school for any reason e.g. dental appointments, need to inform the teacher and /or office of the appointment. The office will collect your child to come to the office.

Communication with Families and Whānau

We welcome all families to be involved with the learning of your child/ren. Regular events,

assemblies, consultation meetings, hui and information sharing events are held throughout the year. Parents are welcome to email teachers, or to catch up with them before school for quick matters. If you would like to discuss something that may take more time please book a meeting with the teacher.

A school newsletter is published fortnightly and is emailed to all families.

Contact Details

Please ensure your child/ren’s contact details are up to date. A Student/Parent Contact Details sheet needs to be filled in each year so that we have the most up to date information about you and your family. This is especially important in regards to contacting you in an emergency and also for allergies and medication. If you move, or your details change you can update these details by emailing office@bathgatepark.school.nz

Counselling in Schools

We are fortunate to have a counsellor from reThink Children’s Therapy working at Bathgate Park School, one day a week, as a part of the Counselling in Schools Initiative. Students who have been referred will see the counsellor at school during the day. Parents are contacted by the Counsellor once the referral has been accepted. For more information please contact the school office.

Cultural Groups

Students are able to join our cultural groups. We have both kapa haka and multicultural groups depending on the availability of tutors. All of these groups perform at the Otago Polyfest, held in September each year.

We also have students performing throughout the year at special occasions like the South D



Daily Timetable

8:30am	Students can enter Breakfast in Schools Road Patrol
9:00am	Class block 1
11:00am	Morning Tea Break
11:20am	Class block 2
1:00pm	Lunch Break
1:50pm	Class block 3
3:00	End of the day Road Patrol

Dental Clinic

The South Dunedin Dental Hub is located on the Bathgate Park School Grounds. To receive regular free dental care please call into the clinic to ensure your child is enrolled or phone 455 9279 to speak to the staff.

If your child hurts their head during the day we will call parents immediately and in most cases you will be asked to come and collect them from school.

KidsCan

Bathgate Park School is a Kids Can School. This means that our school is able to provide items such as shoes and jackets for your tamariki. Please contact the school office to let us know if your family requires this support.

Lines of Communication

At Bathgate Park School we believe in talking directly to the person that can solve your query or concern. This means that in most cases initial contact is an appointment with your child's Teacher.

If there is no resolution, or the concern needs further support then an appointment with the Team Leader/ Assistant Principal will be made.

After this point you may need to make an appointment with a Deputy Principal/ Principal or Learning Support Coordinator.

Lost Property
Please ensure your child's belongings are returned to the lost property room. If you have any items, please contact the school office.

Lunch
Bathgate Park School provides a lunch program for all children. Lunch is provided to all children of this age group by letter.

Office
The school office is in operation from 8:30- 3:30 each week day.

Parental Involvement

We welcome parental involvement in the school in a range of ways including supporting cultural groups, coaching and managing sports, helping with events etc...

Duffy Books

Bathgate Park School is a part of the Duffy Books in Homes Programme which encourages and supports reading in the home. Each term all children receive a free book to take home. Children also receive a book when they are awarded a school certificate.

Friends of Bathgate Park

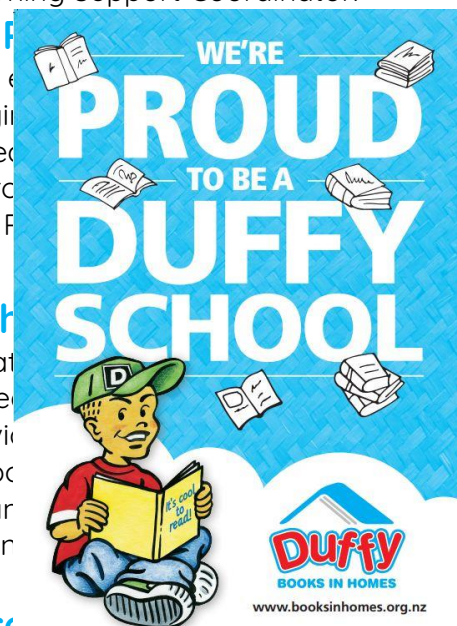
Friends of Bathgate Park is a voluntary parent and whānau organisation. They support the school in a range of ways i.e. Pizza and Popcorn Fridays, School Discos, Bingo nights. If you are interested in supporting as a regular member, or as a part of an event please contact the school office.

Head Lice

Please check your child's head regularly for head lice. Should you discover that your child has contracted head lice please notify the school. Thanks to KidsCan we have shampoo and combs available for families to take home for no charge.

Illness and Injury

If your child is unwell or injured throughout the day an adult will send them to the Medical Room. A member of staff will check in with them and provide appropriate first aid and let parents know if there is anything serious or if your child needs to go home.



If you are interested in supporting the school by volunteering you may need to complete a police vet and sign our volunteer agreement.

PB4L

Bathgate Park School is a **Positive Behaviour 4 Learning School**. It is an evidence-based framework developed for use in New Zealand schools, and supported by the Ministry of Education.

PB4L looks at behaviour and learning from a whole-of-school as well as an individual student perspective. It provides schools with a process for teaching social and behavioural skills and helps them to develop a positive, proactive, and systematic approach based on the individual school context.

PB4L takes the approach that opportunities for learning and achievement increase if:

- the school environment is positive and supportive
- expectations are consistently clear
- students are consistently taught expected behaviours
- expected behaviours are consistently acknowledged
- inappropriate behaviours are consistently responded to in a fair and equitable way.

At the heart of PB4L is the principle that acknowledging and encouraging positive behaviour is more effective than punishing negative behaviour.

PB4L is based on fifty years of extensive research on the behaviour of young people and measures that make a genuine difference. PB4L acknowledges the perspectives of young people, and motivates them to act in ways that enhance their learning and social relationships.

Pedestrian Crossing

The pedestrian crossing outside the school on Macandrew Road is in operation each weekday. Students are accompanied by an adult in the mornings from 8:30am- 8:50am and at the end of the day from 3:00pm- 3:10pm.

Public Health Nurse

The Public Health Nurse Service operates the B4 School Check Service from Bathgate Park each Tuesday on an appointment basis. We are also able to refer to the Public Health Nurse to support your family for a range of health needs.

Reporting to Parents

Parents are able to make an appointment to see their child's teacher at any stage. Please do this by either seeing a teacher in person or by sending them an email.

Our formal school reporting system means that parents and caregivers will receive a written report in Terms 2 and 4. We also have parent interviews in Term 3.

Sara Cohen- Karamu

Just through the door in the office is Karamu. This is a satellite class for Sara Cohen School who specialise in teaching children with diverse needs. Students and Staff from Karamu may sometimes attend school events.

School Closures

If the school is closed for a Teacher Only Day parents and caregivers will be notified via email and newsletter well in advance.

For school closures that are due to the weather we follow the instructions of either Police or the Otago Primary Principals Association. As soon as we are informed of a closure or a late start we will send out a text or an email and the local radio stations will also broadcast the decision that has been made. This notice is also put on the school website. Please refer to our Snow Protocol information.

As many of our community live in the hillside suburbs of Dunedin, please always keep your safety in mind when transporting students to school.

Social Worker in School

Bathgate Park has a Social Worker in Schools who works with groups of students requiring wellbeing support. Parents are contacted by the Social Worker once the referral has been accepted. For more information please contact the school office.

Stationery

Stationery packs are set by class teachers each year. Parents are able to purchase a pack of stationery from the school office.

Sun Protection

Students in years 1-6 are expected to wear a black wide brimmed hat in terms 1 and 4 when they are outside. Students in years 7 & 8 may wear a black wide brimmed hat or a black cap. We encourage parents to apply sunscreen at the beginning of the day. Students without a hat during break times are expected to be in a shaded area.

Uniform

Our school uniform is available from:

NZ Uniforms

342 Moray Place,
Central Dunedin

The shop hours are:

Monday - Friday: 9:00am 5:00pm

Saturday: 9:00am 4:00pm

Sunday: Closed

Items can be purchased by going into the shop or by ordering online. NZ Uniforms also offer a tailoring service.

Please see the last page of this handbook for pictures of the uniform options.

Vaccination Programme

Children are offered free immunisations at around age 11, against tetanus, diphtheria and whooping cough (pertussis), and at around age 12, against human papillomavirus at school during Years 7 and 8. The Public Health Nurses administer the programme.

Permission forms are sent home with children and parents can choose to use this service or opt out.

Vision Checks

All children will have their distance vision screened when they reach Year 7 (when they are around 11 or 12 years of age). Vision hearing technicians will carry out this screening at school. The results of this screening will be sent to you in the mail or will come home with your child.

Water Bottles

Children are encouraged to bring a named water bottle to school each day filled with fresh water. Please do not send your child with juice in their drink bottles, as not only are we trying to encourage healthy choices but juice spills are much more difficult to clean.

Welfare

Your child's welfare is our concern. Please let us know if there are any changes at home or other factors that might be influencing your child's sense of wellbeing or behaviour. All information is treated as confidential.

Whānau Houses

On enrolment children are placed into one of our four Whānau Houses. Siblings are placed into the same house. Our Whānau Houses are:

- Pango- Black
- Kōwhai- Yellow
- Kākāriki- Green
- Whero- Red

Whānau Houses compete through earning AROHA tokens throughout the year. The winning house at the end of the year wins the House Cup.

Year 7 and 8 Technology

Students in years 7 and 8 have specialised Technology lessons. These take place at school. There is a small cost involved in this programme, so that the goods and services are able to be brought home when completed. This will be added to invoices and can be paid at the office.



Shorts

Shorts



Hat

All black shoes and black socks

Uniform Options



Dress

Skort



Hair Scrunchy



Headband