

# NEWSLETTER

## WEEK 1 TERM 2 2018



Established 1876

Kia ora koutou Tinui School whānau and friends!  
Term 2 begins!

We are looking forward to a fantastic term full of exciting learning which you as parents, whānau and friends can share in with your kids. This week's newsletter has an outline of what each class will be doing this term so you can ask your kids focused questions about their learning.

I am unsure the last time a copy of the schools complaints procedures were sent into the community so I have attached a copy for you. If you do have a complaint or concern these are the procedures you should follow. I have attached a copy of the schools complaints procedures for you to read.

Our school Home Learning / Homework policy is due for review. This is also attached to this week's newsletter for you to review. If you have any comments on or suggestions for our home learning policy please send them to the email below or log into our School Docs site, search "Home Learning" and click on the Next Review tab and leave your comments they will be shared with staff and the BoT and contribute to any changes that are made.

You can do the same for the Reporting to Parents policy. If you need to contact me please do so at school or on [principal@tinui.school.nz](mailto:principal@tinui.school.nz)

Nga mihi  
Richard Lennox

### **Room 4 Term Overview**

Room 4 has started the term with a whole lot of new systems. Students have been introduced to a conferencing system that requires them to check in up to 4 times a week with myself and Amanda which will ensure they are completing their follow up activities. They have been introduced to "Independent Tasks" which they complete independently over and above their follow up tasks. We have also set up a detailed morning workshop timetable for students which outlines exactly when they they will see a teacher for group teaching. We will also be researching the history of Tinui which will contribute to the writing of our whole school production. In maths this term the numeracy foci will be on multiplication and division for the first 5 weeks then we will move on to proportions (fractions) and ratios. We have also introduced

Maths Buddy into the classroom which we will use to assist in the teaching of geometry, measurement, statistics and probability over the year. Ask your child to log in and show you how it works. In literacy this term we are focusing on persuasive writing, language features and sentence structures. The 40 book challenge will continue and teaching workshops will focus on reading comprehension skills. Each reading group will have a specific set of skills they focus on.

Fridays will be Enviro day which will involve the students being part of projects including tracking and trapping of pests around the school, the design and building of an irrigation system for the gardens and greenhouse as well as working with the council designing and planting a community orchard in the old playground area and the ongoing design and initial planting of the wetland behind the swimming pool. The wetland and orchard projects will be ongoing throughout the year.

### **Kia Ora families of Room 3,**

Welcome back to school, I hope you enjoyed the the break with your children. The kids have all come back with great energy and ready to learn. I can see some have been doing plenty of learning in the break, great job!

This term I have begun "Focus Kids". This is a daily roster of 3 children a day and each child will choose their Reading, Writing or Maths focus and demonstrate to the class at the end of the day.

They will be given their focus from a weekly teacher plan. The aim will be to allow students to own their learning and be aware of their next learning steps as well as be able to apply to play based learning investigations.

We are continuing the class inquiry into Tinui with a focus on the floods ( a choice by the class). On Friday it is a whole class Environmental day. Room 3 is learning about planting, looking after the vegetable patches, studying the biology of plants through different science experiments with a bit of art added too.

If at any time you need to see me or contact me please, pop in or ring the school or email me so we can arrange a time.

As always feel free to come and join in with any normal learning day, the kids love showing off what they are doing.  
MS B!

Both classes will be having Learning Conferences with reports on your child's progress at the end of the term.

We have started cross country training so please make sure your child has appropriate footwear to train in.

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### Important Dates

4/6 Queens Birthday  
7/6 Rural Schools Cross Country  
(Please note date change)  
13/6 Masterton Schools Cross Country  
6/7 Term 2 Finishes  
23/7 Term 3 Starts  
17/9 Artsplash Sing  
28/9 Term 3 Finishes  
15/10 Term 4 Starts  
22/10 Labour Day  
20/12 Term 4 Finishes 12:30pm

### NOTICE

-a fun event for kids who just love being out on their bikes

Sunday May 20th, 2018. Victoria Esplanade, Palmerston North

Enter Online - [www.ibike4kids.co.nz](http://www.ibike4kids.co.nz) OPEN NOW

COST Only \$15.00! All participants get a medal and a goody bag too!

Events Start at 9:45 am

All ages up to 15 years. If you can ride a bike, you can enter.

Easy, medium and long courses and a 'Balance bike/16in wheels for 3-5 year olds' section on a shorter course, for only \$10 (and they get a medal and goodie bag too).

T-SHIRTS and BEANIES available to order at time of entry

Loads of cool spot prizes up for grabs.

Schools participation prizes up for grabs

More info at [www.ibike4kids.co.nz](http://www.ibike4kids.co.nz) or

[www.facebook.com/IBike4kids](http://www.facebook.com/IBike4kids)

### SOLWAY COLLEGE OPEN DAY

SATURDAY 12 MAY 2018 10:00 am – 2:00 pm

Our Open Day gives prospective students and their families and our community the opportunity to see what Solway College has to offer.

For your information we are an integrated Year 7 to Year 13 day and boarding school for girls. We are a small school with Christian and family values. Most of our students enrol in Years 7, 8 or 9. We accept students from all walks of life and our students have a wide variety of sports, cultural, service and academic opportunities.

Our website is [www.solwaycollege.school.nz](http://www.solwaycollege.school.nz)

The Solway Equestrian Academy may be of interest to some of your students and their families in your school. For further information please contact Mrs Jane Borren - [equestrian@solwaycollege.school.nz](mailto:equestrian@solwaycollege.school.nz).

## East Coast JAB

Practices get under way this Wednesday 2nd April

3pm at the Whareama Domain for U6 Ripper

and the U9 Tackle teams - bring boots

3:30 pm Lakeview for the U11 Eke-Coast team

First games Saturday 12th May

Thanks to the Coaches and Managers who

have committed to taking the teams

Any queries contact Rico Fairbrother -

[awatoitoi@gmail.com](mailto:awatoitoi@gmail.com)

**BUS DRIVERS** - should you need to contact your bus drivers regarding collecting or dropping off your children here are their numbers:

Kirsten - 929 8805

Neil - 372 6459

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Established 1876

### FRIDAY LUNCH ORDER MENU



<i>Club Sandwiches</i>	\$4.00
<i>Filled Rolls</i>	\$4.50
<i>Scones (savoury)</i>	\$4.00
<i>Toasted Sandwich</i>	\$5.00
<i>Pies</i>	\$4.50
<i>Small Savouries</i>	\$3.50
<i>Sausage Rolls</i>	\$4.00
<i>Soup</i>	\$4.50
<i>Hot Chocolate</i>	\$4.00
<i>Orange Juice</i>	\$4.00
<i>Fluffies</i>	\$2.00

### FOOD FOR THOUGHT

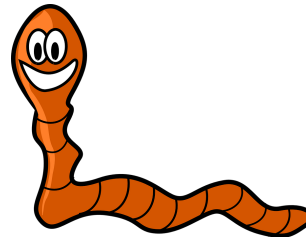


### CLEANER NEEDED?

If anyone is looking for a cleaner locally please contact Sharon Laing on 372 6715.

**Wood Chips:** There are large piles of wood chip at the back of the field. If community members want to take this chip please feel free to do so. We are not charging per load but any donations to the school will be appreciated. Do not take the chips during school hours.

**Worm Wine Fertilizer \$2 Per bottle available from the Office.**



"Everybody in this country should learn how to program a computer... because it teaches you how to think."

- Steve Jobs

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**We all know that sometimes we have a concern or complaint. Below is our Tinui School complaints guidelines so if you do have a concern or complaint you can follow the guidelines to a positive outcome for all parties.**

### **Complaints**

The purpose of our complaints policy is to provide clear guidelines for the school community in raising and resolving concerns and complaints.

We have procedures in place that we follow to ensure that complaints are handled appropriately. Our procedures enable us to:

- maintain the best learning environment for our students
- resolve matters of concern early, if possible
- respond to feedback and concerns constructively
- deal with complaints fairly, effectively, and promptly
- take into account individual circumstances
- maintain confidentiality
- preserve school/community relationships and communication
- monitor and record complaints and concerns about student safety.

Most complaints can be resolved informally by discussions with the people concerned.

# NEWSLETTER

## WEEK 1 TERM 2 2018



Established 1876

### Guidelines for Informal Complaints

Our primary goal is to create the best learning environment for the students of our school. We encourage open communication and prefer that parents come to us to talk through a problem rather than discuss it in the community.

These are recommended guidelines for parents making informal complaints.

1. Discuss the issue with the right person.
  - If the matter is a **general issue**, discuss it with the person concerned or a member of the management team or the principal.
  - If you have a **complaint about a staff member**, contact the person involved and discuss the matter. We ask that parents make this direct approach as soon as possible. Be prepared to make a time to discuss your complaint if the staff member is unable to talk with you straight away. Be open to listening to the other side of the story to avoid communication breakdowns.
2. If you do not wish to approach the person concerned, contact a member of the management team or the principal to resolve the matter. The principal or management team member may communicate with the staff member concerned.
  - If you have a **complaint about one of our students**, contact the student's class teacher or the principal to discuss the matter.
  - If the matter concerns the **principal** and you have not first resolved it by discussion, or you feel uncomfortable directly approaching the principal, contact the chairperson of the board of trustees.
  - If the matter concerns a **board member**, contact the chairperson of the board of trustees, or board member if it concerns the board chair.
3. If you complain to a board member, you will be encouraged to resolve the issue with the guidelines above, and the board member will inform the principal and board chair.
4. Work towards a resolution.
  - In most cases, constructive discussion will resolve the issue.
  - If you are unhappy with the outcome of your initial meeting, contact the principal, a member of the management team, or the board chair to discuss further resolution. They will consider and respond to the complaint as appropriate.

If an informal meeting does not resolve your concern or complaint, you can make a **formal complaint**.

If a staff member is the complainant (including complaints about colleagues), the same procedure must be followed, commencing with an initial discussion with the people concerned to try to resolve matters.

The school also has a procedure for making a **formal complaint** if informal discussion doesn't resolve the issue.

Generally, an anonymous complaint cannot be processed unless there is a sound legal reason for protecting the identity of the complainant.



# NEWSLETTER

## WEEK 1 TERM 2 2018



Established 1876

**Formal Complaints:** If an informal meeting does not resolve your concern or complaint, you can make a formal complaint. In the interests of fairness, any formal complaint or serious allegation must be made in writing and resolved in a timely fashion. All parties should respect confidentiality.

Follow this process:

<b>Responsibility</b>	<b>Action</b>
<b>Complainant</b>	<ol style="list-style-type: none"><li>1. Put your concerns in writing, either as a signed letter or an email. Give as many details as possible, including details of efforts that have been made to resolve the issue. Include names and contact phone numbers.</li><li>2. Send the letter marked Confidential to the school principal or, if the complaint is about the principal, to the chairperson of the board of trustees. The contact details are available from the school office.</li></ol>
<b>Principal</b>  (if complaint is about a staff member)	<ol style="list-style-type: none"><li>3. Acknowledge receipt of the complaint in writing or by email to the complainant. Give a copy of the complaint to the staff member concerned.  Inform the chairperson of the board of trustees.</li></ol>
<b>Board chair</b>  (if complaint is about the principal)	<ol style="list-style-type: none"><li>4. Acknowledge receipt of the complaint in writing or by email to the complainant. Give a copy of the complaint to the principal.</li></ol>

When a formal complaint is received, the school may choose to investigate it if it is deemed serious enough to warrant it after considering the initial response from the person the complaint is about. Not all complaints require an investigation but all written complaints should be disclosed to the staff concerned at the earliest opportunity, and followed up with the complainant.

Relevant collective employment agreement provisions for dealing with complaints and discipline must be observed including allowing representation of staff at any meeting to discuss a written complaint.

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WEEK 1 TERM 2 2018



Established 1876

**PLEASE LOG INTO OUR SCHOOL DOCS SITE  
AND MAKE SUBMISSIONS ON THIS  
POLICY.**

## **POLICY UNDER REVIEW**

### **Reporting to Parents on Student Progress and Achievement**

The school reports to parents regularly on the progress of their child. Reporting methods include:

- **Formal parent interviews**
- **These are held in terms 2 and 4 and provide an opportunity for parents and teacher to discuss the child's progress and any issues/next steps.**
- **Written reports**
- **Each child receives two written reports each year.**
- **Celebrations of learning**
- **An opportunity for students to share their learning with parents through oral, written, and visual presentations.**
- **Informal parent interviews**
- **Parents are welcome to arrange a time with the class teacher to discuss their child's progress at school.**

Go to [www.schooldocs.co.nz](http://www.schooldocs.co.nz)

**Username : tinui**

**Password : respect**