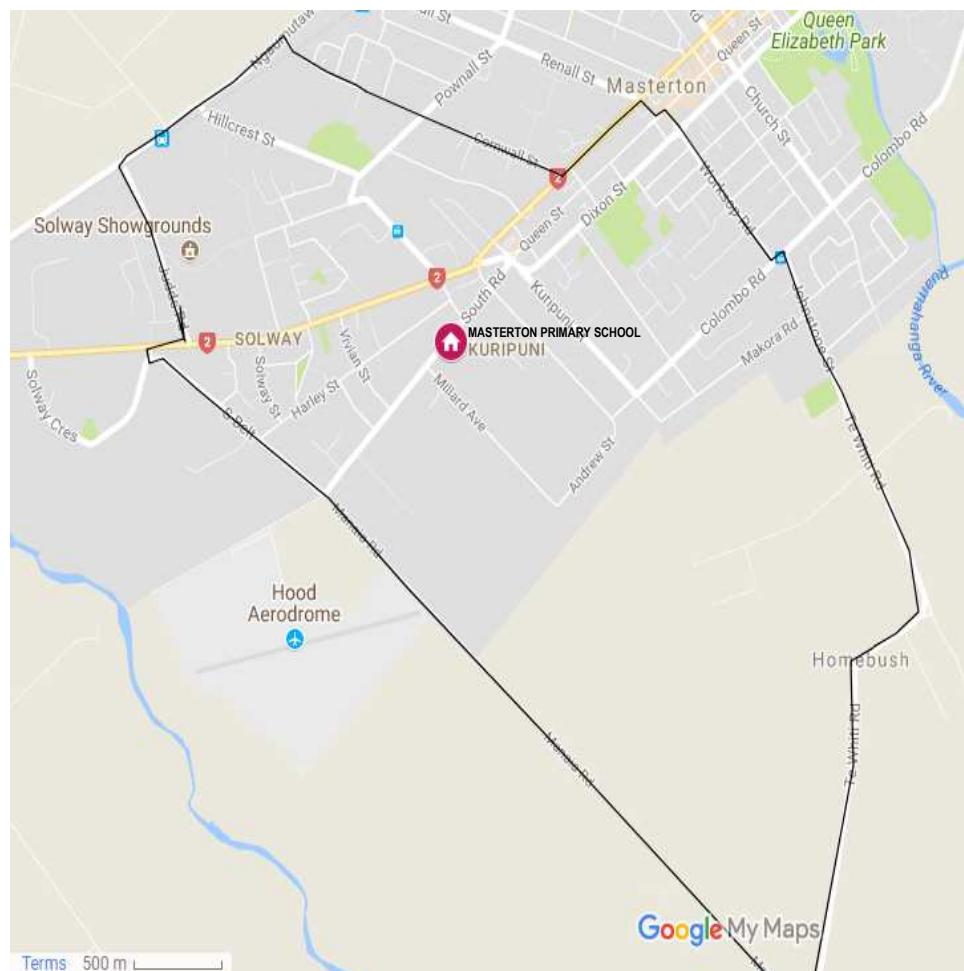


MASTERTON PRIMARY SCHOOL ZONE



Haere mai / Welcome to Masterton Primary School

| | |
|----------------------|--|
| Address: | 53 South Road, Masterton |
| Office Hours: | Monday - Friday 8.00am - 3.30pm |
| Telephone: | (06) 377 5297 |
| Cell: | 027 711 9021 (Absences Only) |
| Email: | office@masterton.school.nz |
| Website: | www.masterton.school.nz |
| Facebook: | Masterton Primary School |
| School Hours: | 8.45am - 10.25am 10.45am - 12.30pm 1.10pm - 2.30pm |

2022 School Term Dates

Term 1 - Tuesday 8th February-Thursday 14th April

Term 2 - Monday 2nd May-Friday 8th July

Term 3 - Monday 25th July-Friday 30th September

Term 4 - Monday 17th October-Thursday 15th December

Term dates may change throughout the year. Please check newsletter for any updates.



School Description

Whakaahuatanga o te Kura

Masterton Primary School is a decile 3 contributing school for Y1 - Y6 pupils at the southern end of Masterton.

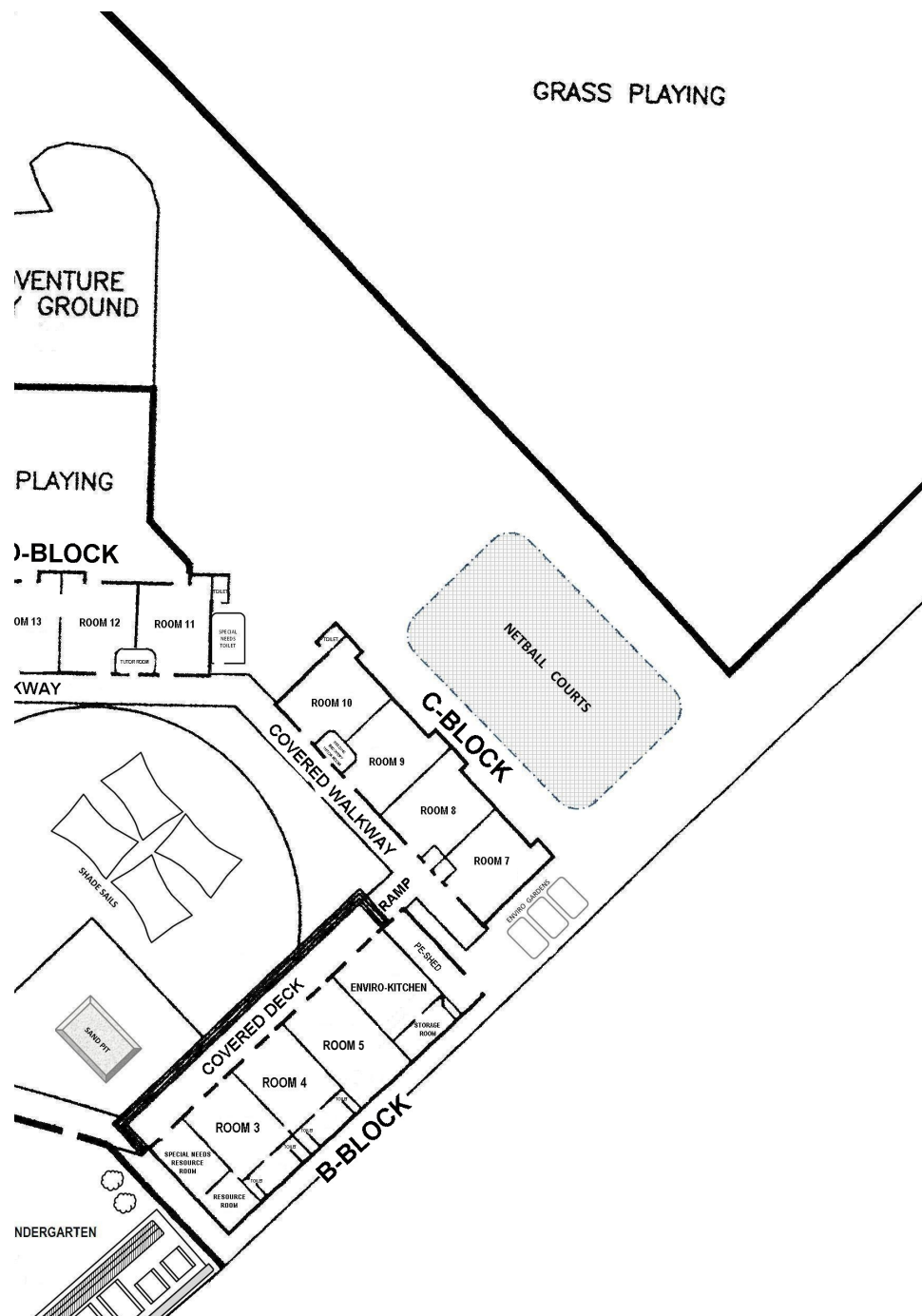
We now have an Enrolment Scheme in place at Masterton Primary School and this means that we are zoned. Please find a map on the back page of this booklet. If you live outside our zone you are welcome to fill out an enrolment form and we will include this in the next ballot and inform you as to whether it has been successful before the next school term starts. Usually, twice a year, out of zone enrolments are balloted.

The school staff consists of the Principal, 1 Deputy Principal, 1 Assistant Principal and Classroom Teachers. Classroom teachers and specialist teachers are supported by a group of paraprofessionals - teacher aides, administration and grounds staff.

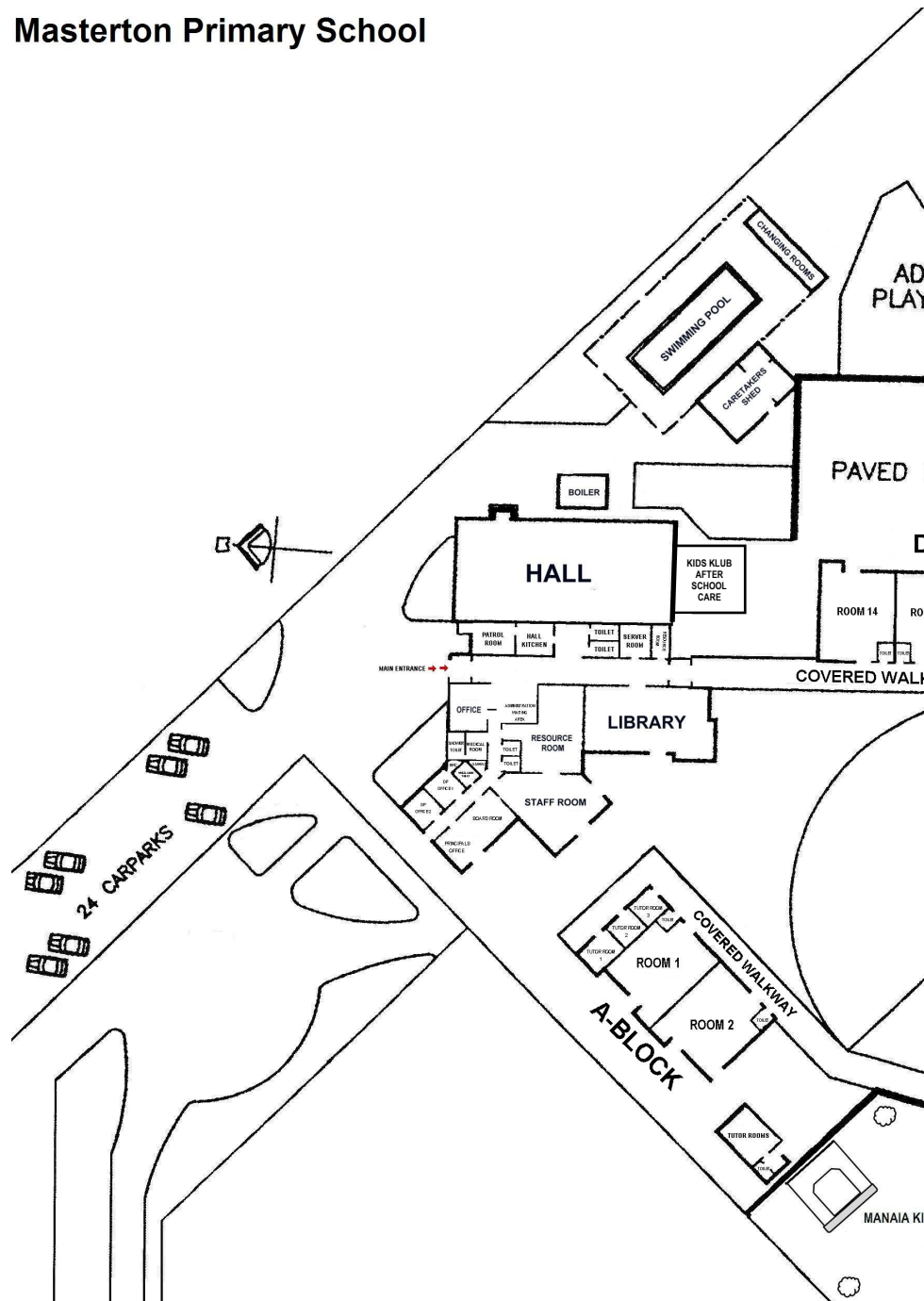
The Board of Trustees currently comprises of 5 members, a staff representative and the Principal.

Our school provides a safe, attractive, caring and supportive environment for all pupils and staff. The school operates an open door policy and encourages community involvement wherever possible.

Our pupils are provided with many learning opportunities. Reading Recovery programmes are in place for identified pupils as are other specific programmes for students as having particular learning needs. Programmes for pupils with special abilities are also run.



Masterton Primary School

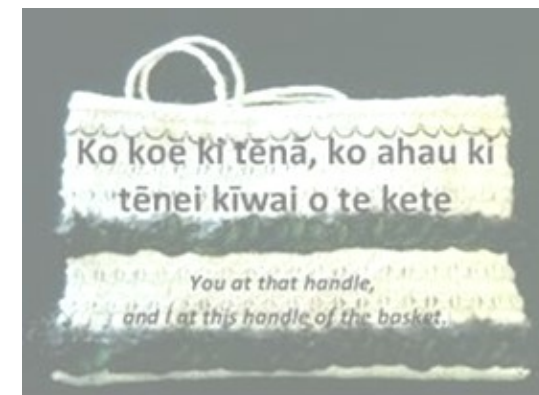


School Description Cont.....

All staff strive to ensure that all children feel accepted and valued and willingly provide an atmosphere conducive to learning.

In addition to our committed staff, our Board of Trustees and Friends Of School Committee assist in promoting a strong partnership with our school community for the benefit of our pupils.

Working together we can ensure that Masterton Primary School continues as one of Masterton's leading educational facilities.





Staff Kaimahi

Principal / Tumuaki

Gene Bartlett

Deputy Principal

Anne Donald

Assistant Principal

Jan Flannery

Office Personnel

Lorina Goldsworthy

Keri Hughes

Board of Trustees

Gene Bartlett (Principal)

Anne Donald (Staff Rep)

Chris Walczak

Haley Feringa-Howley

Nicola Jepsen

Camille Armstrong

Jo-anne Twiggins

Kevin Twiggins

Teachers / Kaiako

Sophia Breen

Chris Burt

Debbie Carman

Paula Edwards

Robyn Farmer

Jan Flannery (Team Leader)

Rosemary Hallett

Denise Hancox

Amy Hillier

Amanda Jolliffe

Shannon Keast

Sue Smith

Sarah Sulzberger



Vision

(Including views of students at MPS)

MPS is developing a community of active and motivated people (staff, students and whanau) while fostering a sense of belonging (Whanaungatanga), and good citizenship for people (Manaakitanga) and place (Kaitiakitanga).

Values and Principles

Our community members have indicated their wish for our school to provide a **safe, stimulating and friendly** environment where all students can confidently achieve to the best of their ability, particularly in the areas of **literacy** and **numeracy**.

All students are supported in their learning by teachers, paraprofessionals, parents and whanau who model for and encourage in students the attributes of **respect for others, honesty, trustworthiness and reliability**.

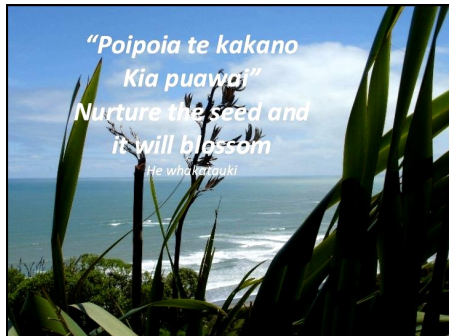
Students actively participate in educational opportunities which lead them to become **motivated, independent, self disciplined positive learners** who demonstrate the skills and understandings which will ensure they become **successful members** of their community.



Mission Statement

We aim to encourage our students to be “Motivated, Positive, and Successful.” We aim to achieve continuous school improvement and to maximize student achievement through

- ***excellence in teaching and learning***
- ***excellence in school organisation and systems management***
- ***excellence in school leadership and governance***
- ***excellence in meeting the diverse needs of all learners in our school***



Staff Continued

Librarian

Tracey Birchall

Teacher Aides

Anna Carston
Karen Cox
Denise Forman
Angela Aburn
Jeanette Wyeth
Genna Carr
Toni Witinitara

After School Care

Denise Forman
Tracey Birchall

SENCO

(Special Educational Needs Co-ordinator)
Anne Donald (DP)

Caretaker

Gavin Anstis

Cleaners

Blue Bucket Cleaning Services

Reading Recovery

Anne Scott

Specialist Teacher

Margyn Hilhorst

Health Nurse

Jenny Clarke

Social Worker in Schools

Pou Tiaki Tamariki
Michelle Hayes

It Teacher of Deaf

Tracey Cassells

RTLB Manager

Carolyn Silverwood

Learning Support Co-ordinator

Lorraine Southey



Features of our School

To maatau Kura

- Open Door Policy
- Small Junior Class Sizes
- Full Inclusion of Pupils with Special Needs
- Special Needs shower/changing area
- Modern learning opportunities using technology
- Wireless Internet in Classrooms networked throughout the school
- Adventure Play Areas
- Choir
- Sports Teams
- Education Outside the Classroom
- Positive Behaviour for Learning school wide programme (PB4L)
- Rural Outlook - attractive grounds
- School gardens
- Kapa Haka
- Student Leaders



Cultural Diversity Statement

Masterton Primary School recognises the diverse cultural needs of its community and will ensure that policies and practices underpinning all school activities will reflect that diversity and the unique position of Maori.

Masterton Primary School's curriculum acknowledges the principles of the Treaty of Waitangi, and the bicultural foundations of Aotearoa New Zealand. All students have the opportunity to acquire knowledge of te reo māori me ōna tikanga.

We will:

- Incorporate elements of **Tikanga** and **Te Reo** across all areas of the curriculum.
- Implement a regular **Te Reo** programme
- Establish signs in both English and Maori, ensure classrooms display basic **Te Reo**, numbers, colours, days, months, greetings.
- Budget appropriately for staff development opportunities.
- Provide appropriately to ensure adequate resourcing.

General Information Cont.....

SeeSaw

We use Seesaw to send messages from class teachers and to share student work with Whanau. All parents are given a login and invited to sign in to Seesaw.

Stationery

Stationery packs are ordered for each student at the end of the school year ready for the beginning of the new school years learning on day one. The school has New Entrant stationery packs for sale during the year.

Uniform

Masterton Primary School has a school uniform. All children are expected to wear the correct uniform when attending school, to and from school and at school functions, with pride. A wide brimmed sunhat must be worn at school in Terms 1 and 4 - This is compulsory. A list of school uniform and prices is available from The Warehouse. Please ensure all clothing is clearly named (in more than one place preferably). Second hand and some new uniform is often available through the school office.

Whanau Days

Once a Term we hold Whanau Days with whanau grouped activities and shared Kai.



General Information Korero Whanui

Absences

If your child is absent, please phone the school office, 377 5297 or text on 027 7119021 before 8.45am each day of absence. Parents of non-reported absences will be contacted to ascertain their whereabouts. For the safety of your child if contact cannot be made, we will make a referral to Truancy.

Addresses and Telephone Numbers

It is vital that the school has an up-to-date record of home address and phone numbers of parents/caregivers and emergency contacts. The school office needs to be advised promptly of any changes.

Appointments

Please phone the school office if you wish to make an appointment with the Principal, Deputy Principal, Assistant Principal or class teacher to ensure their availability as they are often involved in meetings.



General Information Cont.....

A **ssemblies**

Whole school assemblies are held at 12 o'clock every Friday. Parents/Caregivers are welcome to attend. Each class has a turn of running the assembly.

A **fter School Care - 'Kids Klub'**

This OSCAR approved programme runs from Monday to Friday during each term. The hours are 2.30pm until 5.15pm and the cost is \$15.00 per child per day or Short stay (1 hour only) \$5.00 per day - students to be collected by 3.30pm. The programme is organised by a Supervisor (Denise Forman) and an assistant. A teacher is also on After School Care duty until 5.15pm, to support the supervisor. Afternoon tea is provided for students other than those only booked in for 'short stay', plus a range of activities.

General Information Cont.....

L **ost Property**

There is a lost property bin outside the staffroom. Unclaimed, unnamed items are recycled. You can check the Lost Property bin for any items your child may have lost.

L **unches**

Lollies and fizzy drinks are banned from school, as are dry noodles, for health reasons. All children are provided with a piece of fruit each day as part of the 'Fruit in Schools' programme. Healthy lunches promote effective learning. Lunches are provided for every student through the Ka Ora Ka Ako Healthy Lunch in Schools Scheme by the Ministry of Education. Information regarding any special dietary requirements needs to be given to the school office on the form provided.

N **ewsletter**

Our weekly school newsletter is sent out by email each Tuesday, with a link put onto Facebook and a copy on our website. All parents/caregivers need to ensure the school has an up to date email address.

General Information Cont.....

H Health Nurse

The Public Health Nurse has a clinic at school once a week and also visits the school when the need arises. For clinic details please contact the office. If you have any queries or concerns and would like to make contact with the Health Nurse, please phone our school office.

H omework

Homework takes many forms and is an opportunity to share in your child's education in a really positive way. It is not intended to cause difficulties or take very long to do.

J ewellery

The wearing of jewellery is discouraged for safety and security reasons.

L ibrary

The school is continually upgrading and expanding its Library in an effort to provide the children with as wide a range of reading materials as possible. Funds from both local and government sources are used. Books are issued electronically to use both at home and school. Parents are asked to ensure the books are returned and that care is taken in the use and storage of books. Lost or damaged books will be charged for. The Library is also available to parents during the school day. Student Librarians assist the Librarian with issues and returns. A Book Fair is held each year in Term 4.

General Information Cont.....

B icycles

Children cycling or scootering to school must walk their bike or scooter inside the school grounds at all times and place them in the cycle and scooter racks provided. All children cycling are expected to have good road safety knowledge, a safe cycle and must wear a helmet. NB: MPS does not take responsibility for bikes and scooters brought to school. Locks should be used by students.

B reakfast Club

We run a Breakfast Club for any students who want to attend. This is run by volunteers from the hall kitchen everyday from 8.00am.

C ars and Parking

For student safety, **please do not drive into the school grounds at the start and the end of the school day.**

Because of the restricted areas and the daily visits by taxis and buses, parents are requested to park in South Road or Patea Place. Co-operation with this request will stop congestion and greatly enhance the safety of pupils. **Please do not park on yellow lines, bus stops or over drive ways. The Bus Stop outside the front gates is NO PARKING at all times.**

Three Pou have been placed in the school vicinity for students to be dropped at. Students can then walk safely to school and this decreases the number of vehicles around the school gate. The Pou are located on Short Street, South Road near Vivian Street and Cockburn Street.

General Information Cont.....

E **nrolment**

We welcome and encourage New Entrant pre enrolment visits before your child starts school. Once we have received your child's enrolment forms, you will be sent a letter regarding school visits. Please don't hesitate to contact the school to discuss enrolment. Parents are required to stay with their child during these visits. A Birth Certificate must accompany each enrolment. You will also be asked for your child's immunisation record, this is found in the Plunket Book or by asking your medical centre for a print out.

F **acebook**

Our School has a Facebook page. We put information on regarding upcoming events, notices regarding sports and anything else you may need to know. Please look us up and ask to join.

F **irst Aid Treatment**

Minor injuries are treated on the spot by a member of staff. If it is felt that a doctor's advice is necessary then parents will be contacted immediately and arrangements made. If parents/caregivers cannot be contacted then the school will proceed with the treatment. All injuries are recorded in the medical book. Up-to-date health information should be given to the school office.

General Information Cont.....

F **riends Of School**

Friends of School. The aim of the F.O.S. is to raise funds to enable the school to purchase further equipment not provided for through the school operations grant. Membership of F.O.S. enables parents to become more involved in their child's school. F.O.S. meetings are open to all parents/caregivers and meeting dates are advertised in the school newsletter. We welcome new members and invite you to talk to office staff or any staff member if you are interested in joining. We really appreciate parent support.

H **ats**

In Term One and Term Four wide brimmed hats are a compulsory item to keep children sun safe.

H **eadlice**

Headlice are a common and recurring problem in all schools. Parents are expected to check their child's hair regularly and treat if headlice are found. Keeping long hair tied up is important to stop them spreading to others. Our school Health Nurse or office staff will check students for headlice at our request and parents are contacted so treatment can begin immediately.