



POMPALLIER CATHOLIC SCHOOL
Prospectus 2019

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Kia Ora and Welcome,

On behalf of the Board of Trustees and staff, I welcome you to our school.

Our Vision is

Mahi tahi i Te Karaiti –

to inspire and nurture leaders of learning and excellence

Our Mission Statement is.....

Pompallier School is committed to the provision of quality education, inspired by the teachings of Jesus Christ. The Catholic Faith is expressed through the

Mercy charism and values to make a positive difference in the community and environment.

Pompallier Catholic School nurtures the development of each person's full growth, in a continuing tradition of excellence.

We aim to be a truly great Catholic School community.

Our vision outlines "what we want to become" and by using our Values and Key Competencies we will take some tangible steps towards achieving our vision.

Our school "values

**Aroha (Love) † Pono (Truth) † Tika (Integrity) †
Atawhai (Mercy)**

are based on the Mercy Charism of our school

Values lead the school and we aim to action the Gospel in the way we treat each other and live our lives. Walking closer to Jesus is the goal each day.

Our values need to be widely known, heard, seen and felt within our community – they identify our attitudes, behaviours and approach of how things happen around the school community.

The values of Aroha, Pono, Tika and Atawhai will guide the children in actioning the Gospel in their everyday life.

We hope your association with our school will be a happy one. As a school we are very keen to maintain close co-operation between home and school for the benefit of your child(ren).

Pompallier Catholic School is indeed a progressive school with a child-centred focus. This year our theme is

“Caring for God’s Creation” through R.I.S.E.

Respect, Inspire, Service and Excellence

This acronym underpins the learning at PCS. Students will be striving to R.I.S.E by goal setting and will be supported to seek opportunities within this.



Yours in Christ

Kathryn Carey

Principal

Enclosed in this document is general information about our school that we hope will be of benefit to you. Please feel free to make further enquiries and meet with the Principal should you have further questions or, if you would like to look around the school.

Telephone 09 408 2650

www.pompallierprimary.school.school.nz

e-mail: office@pompallierprimary.school.nz

2. OUR CATHOLIC SPECIAL CHARACTER

Our school's special character is grounded upon the values of Jesus Christ, in the Catholic tradition with a Mercy Charism. Our special character is intangible and evidenced, expressed and experienced through the relationships and interactions with members of our school, parish and community. All staff are committed to maintaining the school's Catholic Special Character. The children learn about their Catholic faith and help to prepare, and participate in, liturgical celebrations. They learn the value of shared and private prayer, which is an integral part of school life. The ERO Reviewers noted this in our last ERO review and I quote below...

2.1 ERO REPORT COMMENT

“The vision and valued outcomes defined by the school for all children are Aroha (Love), Tika (Integrity), Pono (Truth) and Atawhai (Mercy). These values reveal the Catholic Character of the school and reflect the values and charism of the founding, 'Mercy Order'. They also encompass the intent of *The New Zealand Curriculum* and underpin the school charter. These values are encouraged and modelled with the children and are an integral part of the school's curriculum, teaching and learning approach”

Confirmed Education Review Office Report: December 2016

2.2 ST JOSPEH'S PARISH

The Catholic Church is adjacent to the school.

The school and parish have a very strong relationship. We have Eucharist throughout the term and we come together as a community to share Family Mass each term. We are blessed to have Father Carlo Cruz as our spiritual leader.

St Josephs Parish
23a Dominion Road
Kaitaia 0481

Parish Office Ph. (09) 408 0289



3. SCHOOL'S STRATEGIC DIRECTION

3.1 SCHOOL CATHOLIC CULTURE

1. Reviewing the annual plan from previous year.
2. Visually our school looks more Catholic using images and pictures.
3. Professional development in this area is looked into and encouraged through the appraisal process.
4. Key competencies are developed through the school values.
5. More student voice and action into all things Catholic at school.
6. Self-reflection/Inquiry will become a key component of teacher appraisal.

3.2 ENGAGEMENT -

1. Consult and make connections with our parish and local community to promote Pompallier Catholic School and celebrate what makes our school the place it is.
2. Consultation meetings within the school at least once a year.
3. Develop the Pastoral care aspect of our school so that we can support our families when needed.
4. To grow active participation of our families.
5. To build on our "Mahi Tahī" evening for our parents/whānau to be included in the partnership of educating their child/ren.

3.3 TEACHING AND LEARNING -

1. Develop and implement programmes that raises student achievement in Literacy and Numeracy.
2. Use curriculum delivery, inquiry learning and the key competencies in our teaching and learning programmes.
3. Develop further formative assessment practice and encourage students to personalise their learning.
4. Report to parents on student achievement in relation to the New Zealand curriculum.
5. Teacher give students greater opportunities to contribute to decision making about their learning and programmes of work
6. Develop a culture of learning where digital technology is integrated into learning programmes.
7. Develop and implement differentiated learning programmes, with a focus on acceleration and co-operative learning to meet the needs of students across all learning areas.
8. Opportunities for authentic learning and a focus on teaching across the curriculum.

3.4 LEADING AND MANAGING

1. Design and implement a school wide curriculum that meets the needs of NZC and our school community.
2. Build a professional learning community that focuses on student learning as their core purpose and share good practice.
3. Provide professional development opportunities to support student achievement through improved understandings in Curriculum, Pedagogy, Literacy, Numeracy, Assessment and Digital Learning.
4. Grow Great leaders. Build leadership capability of staff and students.
5. Provide a safe secure learning environment for our students.

Our last Education Review Office Report (February 2016) said the following about our school.

"The school is very effective in enacting its values, goals and priorities for equity and excellence in alignment with the school's vision and mission statement and mercy charism. Pastoral care has a high presence in the school. Children are happy, kind and caring of each other."

"Leaders and teachers participate in rigorous internal and external moderation of practice and continually refine their teaching practice to improve learning outcomes for students. They know and care for children and their families and provide appropriate levels of intervention and individual support for each learner."

Confirmed Education Review Office Report: December 2016

4. STUDENT ACHIEVEMENT AND PROGRESS REPORTS

Student achievement reporting is provided through;

- 3 way conferences - Caregiver-Teacher-Student
- Mid-Year Report
- End of Year Report
- Classroom celebrations
- Blogs, Classroom Sites and Facebook
- School Special Character Celebrations and Events

Parent-Teacher conferences are open to a three way dialogue.

If parents wish to see the class teacher about their child at a time other than the 'parent/teacher conferences' it is essential to contact the school office or email the teacher direct so an appointment time can be arranged. This allows for the teacher to be professionally prepared so parents gain the maximum benefit from the meeting.

5. EXTRA -CURRICULAR ACTIVITIES

5.1 INTER-SCHOOL

The school has a very strong and proud record in sporting activities. Students from Years 4 – 8, are selected to participate in a variety of school and inter-school field days within our central zones and Far North zones.

Students choose the sports in which they wish to participate. For individual sports we select students based upon their results at the school's field days. For teams, we organise students into teams around students' ages and abilities. For school netball teams we endeavour to keep the team as close as practical to the teams participating at the weekend competitions. We always welcome support from whanau who are able to assist with coaching.

5.2 NETBALL

Teams represent the school in the Saturday morning netball competition held at the South Road courts. This competition is organised by the Mangonui Netball Association. Parental involvement and support with these teams is essential.

5.3 TOUCH RUGBY/LEAGUE

We always endeavour to enter teams into these local competitions. These are normally held in the term and organised by the associations.

5.4 SWIMMING

We run a swimming programme during term one for the whole school.

5.5 SCHOOL CHOIR

We have a school choir made up of students who wish to take part. The choir participates in school Mass and other events that we have.

5.6 KAPA HAKA GROUP

The school has a talented and committed Kapa Haka group which is promoted at all year levels. They perform at the Matariki Festival and at school functions. All children are encouraged to join.

5.7 DISCIPLES

Part of our leadership opportunities offered to students includes Discipleship. These students support staff in promoting our school values during our break times and are peer mediators.



6. GENERAL SCHOOL ORGANISATION

6.1 WHEN VISITING THE SCHOOL

There are many special occasions during the year when we particularly welcome caregivers/whanau at school to share in the students learning. These are generally advertised well in advance to allow you the opportunity to make the appropriate arrangements with work etc.

When visiting the school on other occasions, during school hours, all parents/caregivers and whanau are requested to sign in at the office.

6.2 OFFICE HOURS

The school office is open from 8.00am until 3.30pm each school day. If you have something, which needs to be forwarded to the office but does not need personal attention, it can be dropped into the office foyer. School purchases can be made from the office, before school, between 8.30 and 8.45am each day.

6.3 SCHOOL HOURS & TIMETABLE

School hours are 8.45am - 2.45pm. Although teachers are at school outside these hours there is no formal supervision in place for students. Students should not be dropped off at school before 8.10am and should be picked up by 3.05pm.

Our school timetable is as follows;

8:45 a.m.	School begins - Prayer
11:00 a.m.	Morning Tea break
11:30 a.m.	Classes resume
01.00 p.m.	Lunch
01.45 p.m.	Classes resume
02.45 p.m.	School day ends

We expect children to be punctual and arrive at school on time i.e. no later than 8.45am. If students are late to school in the morning they must be 'signed in' at the school office prior to going to their classroom. This allows the office to acknowledge they have arrived and not be included in the "follow-up contact" to check on the whereabouts of children. (This is a safety check to ensure a student has not gone missing on the way to school.)

We expect students to be picked up from school by no later than 3.05pm. Students who have not been collected by the time the duty teacher returns from bus patrol duty (after school) will wait on the playground at the front entrance to the school. These children must be collected by 3.05pm. As a safety precaution, if students are unable to be picked up by 3.05 pm each day, they should be enrolled in an Out of School Care Programme where they are cared for until someone arrives to collect them.

6.4 SCHOOL ASSEMBLIES

We gather as a school for a "formal" assembly each fortnight on a Friday afternoon at 2.00pm in the Church. All parents/caregivers/whanau are most welcome to join us.

When you are attending assemblies please attentively participate and avoid having conversations with others as they can be distracting to those leading the assembly. As adults we aim to act as role models to our students.

6.5 NEWSLETTERS & MONTHLY CALENDAR

An up to date calendar is available on our school newsletter, which is on our school website www.pompallierprimary.school.nz, Skool Loop (free app) or our Facebook page. A school newsletter is printed fortnightly to keep you informed on what is happening within our school community.

6.6 USE OF COMPUTERS IN CLASSROOMS

All students in year 4 to 8 have 1:1 devices either provided by the school or owned personally. In year 1 to 3 they have access to ipads and laptops when required. We take every precaution to ensure children's safety whilst using the internet. For children to use the internet at school, a 'permission' form must be to be signed by each child's parent or caregiver.

6.7 BOARD OF TRUSTEES

The Board is entrusted to work on behalf of the stakeholders (Minister of Education, The Catholic Bishop of Auckland, and parents). The Board's emphasis is on strategic leadership rather than administrative detail and it ensures the school complies with legal and policy requirements. Enhancing student achievement is its focus. In line with good governance practice the Board delegates authority and accountability for the day-to-day operational

organisation of the school to the Principal. The Pompallier Catholic School Board comprises 10 trustees:

- 4 Trustees elected by parents
- 3 Bishop's Trustees appointed by the Catholic Bishop of Auckland
- A Staff Trustee elected by the school staff
- The School Principal
- The Parish Priest

The Board of Trustees usually hold their monthly meeting on the second Tuesday of the month from 5.00pm. Parents are welcome to attend these meetings, which are usually held in the school's staffroom.

6.8 PARENT, TEACHER AND FRIENDS ASSOCIATION PTFA

Pompallier's PTFA is a very active organisation supporting the school. The PTFA organises many fundraising and social activities. The PTFA has donated many thousands of dollars to the school allowing the Board to purchase items, which would not be possible without the PTFA's help. Examples of the PTFA's assistance include the purchasing of books for the library and digital devices for the classroom. They also organise many school events such as discos, movie nights and family evenings.

The PTFA has second hand uniforms, these are held in storage. Please contact the office if you would like to look through. A Koha is appreciated.

The Board of Trustees and staff are appreciative of the contribution made by the parents of the school who make up the PTFA. The PTFA usually holds their monthly meeting when events are being organised on a Wednesday at 3pm. These meetings are held in the school's classroom Piwakawaka and all are welcome.

6.9 THE SCHOOL'S BUILDINGS & GROUNDS

Pompallier Catholic School occupies land, which has been progressively developed since the school opened. The Catholic Bishop of Auckland owns the land and buildings.

The Board of Trustees is responsible for on-going maintenance of the land and buildings. Funding for this is provided by the government within the school's operational grant.

The school grounds include

- A large grassed playing field
- 1 netball court
- courtyard
- A driveway shared with the St Joseph's Parish

Our courts are fully fenced allowing students to play tennis without the likelihood of breaking windows. The grounds have been enhanced through community and student's contributions. These include;

- Junior and middle school sandpits
- Garden areas being developed by the school's "Enviro Group"
- Adventure playgrounds (junior)

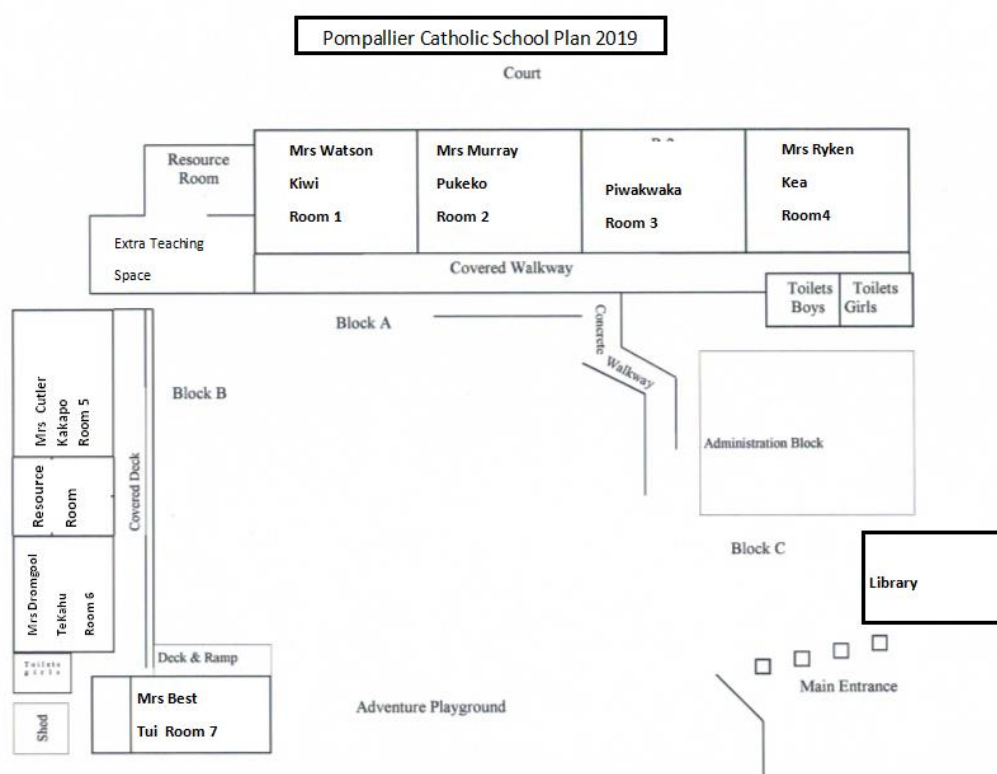
The school buildings are comprised of...

- 7 classrooms
- A library
- Resource spaces
- A sick bay
- An interview room
- An administration area

The school is raising money to install all weather roofing over the court area. The school continues to work towards more protective covering for the students as finances permit.



6.10 MAP OF THE SCHOOL



7. ENROLLING AT POMPALLIER CATHOLIC SCHOOL

While we are unable to accept any child to begin school prior to turning 5 it assists the school to pre-enrol children before this time by completing the necessary paper work and having the child's name on our enrolment list. The child's birth certificate (if from overseas, a current passport will suffice) and current immunisation certificate need to be provided with the enrolment papers. If a child was not born in New Zealand it will be necessary to prove New Zealand residency.

Pompallier Catholic School does not enrol foreign fee paying students.

Any child who has an established connection with the Roman Catholic Community maybe eligible to have preference of enrolment at a Catholic Integrated School. This 'preference' needs to be acknowledged by a Catholic Priest. For preference criteria see below. The Integration Act permits the enrolment of non-preference pupils up to 5% of the maximum integrated roll.

We accept children from a wide geographic area to attend this school. We are presently not restricted by any zoning system, however our rolls do fill up quickly and we advise you to enrol your child/ren at your earliest possible convenience.

7.1 INFORMATION FOR PARENTS / CAREGIVERS SEEKING PREFERENCE OF ENROLMENT AT CATHOLIC SCHOOLS

The following information is given to assist parents/caregivers seeking to gain preference of enrolment at Pompallier Catholic School (or any other Catholic school in the Auckland Diocese).

- In seeking preference of enrolment at Pompallier Catholic School you need to make a commitment to actively supporting your child in his/her faith formation and the practices of the Catholic Church.
- The Diocesan Preference Certificate needs to be signed by a Parish Priest or other authorized agent of the Bishop. It is normal practice to make an appointment with the Priest.
- A new Preference Certificate is required for each child in the family.
- Preference Certificates are school specific, in that the name of the school, the family intends to make an application for enrolment, must be specified on the Certificate. If you intend to apply for enrolment at a number of different Catholic schools you should have the required number of Preference Certificates and ask the Priest to sign these during the one interview.
- A new Preference Certificate is required for transfer to another school e.g. primary to secondary school. In some exceptional circumstances the preference status of your children could change.

- The school keeps the Preference Certificate – not the family.
- If you are applying for preference of enrolment under criteria 5.3 which reads *At least one parent/guardian is a Catholic, and although their child has not yet been baptised, the child's participation in the life of the school could lead to the parents having the child baptized*, it is important to recognize that one parent/guardian being Catholic is not sufficient in itself to guarantee that preference will be granted. The second part of the sentence has equal weight with the first.
- If you are applying for preference of enrolment under criteria 5.4:
 - ❖ The significant adult in the child's life, who is undertaking to support your child's formation in the faith and practices of the Catholic Church, needs to accompany you to the meeting with the Priest when seeking preference of enrolment.
 - ❖ It is the responsibility of the significant adult to provide some evidence to show they are an active member of the Catholic Church, if not personally known to the person granting preference of enrolment.

- Priests/ Bishop's Agents grant preference and they are the only person who may do so. Schools then decide which students they will accept for enrolment.
- Attendance at a Catholic school by non-preference students are not grounds for seeking preference of enrolment at another Catholic school.

7.2 CRITERIA FOR PREFERENCE OF ENROLMENT IN AN INTEGRATED CATHOLIC SCHOOL

- 5.1 The child has been baptised or is being prepared for baptism in the Catholic Church.
- 5.2 The child's parents/guardians have already allowed one or more of its siblings to be baptised in the Catholic faith.
- 5.3 At least one parent/guardian is a Catholic, and although their child has not yet been baptised, the child's participation in the life of the school could lead to the parents having the child baptised.
- 5.4 With the agreement of the child's parent/guardian, a grandparent or other significant adult in the child's life, such as an aunt, uncle or godparent, undertakes to support the child's formation in the faith and practices of the Catholic Church.
- 5.5 One or both of a child's non-catholic parents/guardians is preparing to become a Catholic.

8. OVERVIEW OF FEES

Our "fees" are made up of...

1. Attendance Dues, (Legislated under Section 36 of the Private Schools Conditional Integration Act (1975)
2. Donations
 - i. Special Character Donation
 - ii. School Activity Donation

They are invoiced annually and able to be paid as invoiced or on a term by term basis. Please note, you can choose to make your payments by Automatic Payment, Internet Banking or by cheque or cash to the school office. Please make sure you have the correct change however, as we do not hold cash on the premises. Receipts will be sent home with your child. It is important these are kept for tax return purposes as duplicate copies attract a fee.

Please Note; Should there be a problem in paying fees due to financial difficulties please contact the Principal for assistance.

8.1 Attendance Dues

Attendance Dues are a compulsory payment under the terms of the Private Schools Conditional Integration Act 1975 and a condition of enrolment at Pompallier Catholic Primary School. Attendance Dues are charged for all students who attend Catholic Schools in New Zealand.

Attendance Dues are used to repay loans for building works done at schools in the Auckland Diocese, property related costs including school building works, buildings insurance and costs directly associated with the administration of attendance dues.

Attendance Dues are collected by Pompallier Catholic School on behalf of the school's Proprietor, the Roman Catholic Bishop of Auckland. The attendance dues collected by Pompallier Catholic School are forwarded to Auckland Common Fund Limited, a company established by the proprietors of Catholic integrated schools in the Diocese of Auckland responsible for the collection of attendance dues.

Attendance Dues payable for 2019 school year:

Primary: Y0 – Y8 \$135.50 per term (\$542.00 per year) including GST

Attendance Dues can be paid in full at the beginning of the school year, per term or by regular instalment.

More information is available from the school office on attendance dues if you require further information or need any assistance.

8.2 Donations

i. Special Character Donation

The Catholic Special Character contribution is a voluntary donation of \$12.50 per term (\$50.00 per annum) per student.

This contribution provides the main source of funding for all services provided to Pompallier Catholic School by the Catholic Education Services Board. No contributions are made by the Government for these services.

The Catholic Education Services Board assists schools to provide a Catholic education for your child through the preservation and enhancement of the Catholic Special Character in our schools.

ii. School Resources Donation

Money from this donation is used to help provide such items as library books, sports equipment and other items required/used by students. This donation is \$13.00 per child per term (\$52.00 per annum) per student.

9. SCHOOL UNIFORM CODE

Our school's uniform requirements are detailed overleaf. The school uniform colours reflect our connection to our history (green – a reminder that the first Mercy Sisters came from Ireland).

It is encouraged that the students wear their uniform with pride.

If a student needs temporary dispensation from complying with the uniform code, a note from the student's parent/caregiver explaining the circumstances needs to be provided to the class teacher. If students have not complied with the code for a period 2-3 days, without an explanation being provided, the matter will be brought to parents/caregivers attention.

Our uniforms are available from The Warehouse.



9.1 SUMMER UNIFORM REQUIREMENTS – WORN TERMS 1 & 4

Boys (year 1 to 6)

- Green monogrammed short sleeved Polo shirt
- Grey shorts
- Plain black sandals
- School monogrammed polar fleece (optional)
- Green monogrammed rain jacket (optional)
- Wide brimmed bottle green hat at all times whilst outdoors at school

Girls (year 1 to 6)

- Green monogrammed short sleeved Polo shirt
- Green cullots
- Plain black sandals
- School monogrammed polar fleece (optional)
- Green monogrammed rain jacket (optional)
- Wide brimmed bottle green hat at all times whilst outdoors at school

Boys (year 7 to 8)

- White monogrammed short sleeved Polo shirt
- Grey shorts
- Plain black sandals or covered in plain black shoes
- School monogrammed polar fleece (optional)
- Green monogrammed rain jacket (optional)
- Wide brimmed bottle green hat at all times whilst outdoors at school

Girls (year 7 to 8)

- White monogrammed short sleeved Polo shirt
- Green cullots or skirt
- Plain black sandals or covered in plain black shoes
- School monogrammed polar fleece (optional)
- Green monogrammed rain jacket (optional)
- Wide brimmed bottle green hat at all times whilst outdoors at school

9.2 WINTER UNIFORM REQUIREMENTS – WORN TERMS 2 & 3

Boys (year 1 to 6)

- Green monogrammed short sleeved Polo shirt
- Grey shorts
- Plain black leather lace up/velcro shoes
- Knee high black socks with two green stripes
- Green monogrammed rain jacket (optional)

Girls:

- Green monogrammed short sleeved Polo shirt
- Green cullots
- Plain black leather/velcro lace up shoes
- Black ankle socks (or black tights)
- School monogrammed polar fleece (optional)
- Green monogrammed rain jacket (optional)

Boys (year 7 to 8)

- White monogrammed short sleeved Polo shirt
- Grey shorts
- Plain black leather/velcro lace up shoes
- Grey socks with green stripes
- School monogrammed polar fleece (optional)
- Green monogrammed rain jacket (optional)
- Wide brimmed bottle green hat at all times whilst outdoors at school

Girls (year 7 to 8)

- White monogrammed short sleeved Polo shirt
- Green cullots or skirt
- Plain black leather/velcro lace up shoes
- Black ankle socks (or black tights)
- School monogrammed polar fleece (optional)
- Green monogrammed rain jacket (optional)
- Wide brimmed bottle green hat at all times whilst outdoors at school
-

9.3 PHYSICAL EDUCATION (PE)/ACTIVITY, AND SPORTS

- All students will wear whanau coloured T-shirt with any type of plain **black shorts** (school shorts are **not** to be worn for PE). Chanel (green) McAuley (blue) Marcellin (yellow) Aubert (red)
- Sports Teams representing the school are required to wear the official school sports uniform of that particular code.

10.0 WHANAU HOUSE GROUPS

All students belong to whanau house groups. They are placed with their siblings on enrolment. Whanau groups are based on Saints that the school links with:

Marcellin (yellow)

McAuley (blue)

Aubert (red)

Chanel (green)

Whanau house groups celebrate Special Character Feast Days throughout out the year. The students wear the house colour and celebrate with a liturgy or Mass. Sports events students are encouraged to wear their whanau group colours. Award and reward systems are part of the team spirit of whanau groups.

Tuakana teina systems operate throughout the school with our whanau groups and the children are proud of these.

Staff members are linked to whanau groups as support for the students.

11.0 GENERAL

- **Cycle Helmets** - It is compulsory (in Law) for helmets to be worn to and from school.
- **Jewellery** – The only jewellery permitted is a wrist watch and small stud earrings.
- **Nail Varnish** - Coloured nail varnish is not permitted.
- **Hair** - As listed below:
 - ❖ All students with long hair must have it tied back at all times.
 - ❖ Accessories must be green or black.
 - ❖ No mohawks, rats tails or shaved patterns.

