

St. Patrick's School Masterton



Information for families new to our school



Nau Mai Haere Mai

Kia ora koutou,

Welcome to St Patrick's School. We are delighted that you have chosen a Catholic education for your child and we look forward to working with you to help your child reach their potential.

We aim to make your child's transition to our school as smooth as possible so here is a list of frequently asked questions and answers.

1. Do children ever move classes during the school year?

The school is currently structured into two age-based syndicates – Year 0-3 and Year 4-6. We use a collaborative teaching style with children allocated to a particular hub made up of two teachers. At times, there are also programmes set up within syndicates, which involves cross class grouping.

When your child starts, they will be placed in the following year group depending on their start date:

- Term 1 cohort 1A & 1B: Year 1
- Term 2 cohort 2A: Year 1
- Term 2 cohort 2B: New Entrant
- Term 3 cohort 3A & 3B: New Entrant
- Term 4 cohort 4A & 4B: New Entrant

During the year they may move through to another class at some point during the year. The timing of this is different each year and is dependent on the number of enrolments we receive.

2. What are St Patrick's School hours?

School starts at 8.55am. Morning tea is from 11.00 -11.40am and Lunchtime is from 1.10 – 1.50pm. Each break starts with a 10-minute eating slot. School finishes at 3.00pm

3. What does my child need to bring to school on his/her first day?

On the first day, your child will receive all their stationery. An invoice will be issued for this. All books need to be named. They will also need morning tea, lunch, a water bottle and (in Terms 1 and 4) a sunhat.

4. Are there any foods that are banned at school?

We encourage parents to provide their children with healthy and nutritious lunches. We do not have any banned food however we do prefer children not to bring lollies, fizzy drinks etc. to school. We do have several children with nut allergies and we encourage you to not send any foods to school with nuts in them.

5. What if my child has a food allergy?

If your child has an allergy, you will need to fill in the health form in the Enrolment pack and inform your child's teacher, as well as Candace in the school office.

6. How do you administer medicines/asthma inhalers/diabetics etc.?

All medicines are kept in the school office and you will need to sign a consent form that allows the office staff to administer any medication. For asthmatics, we encourage students to be able to use their inhaler independently.

7. What if my child is sick at school?

If your child is unwell or is injured at school, you will be notified. Our school office staff have current First Aid certificates and will assess your child. They will contact you should your child need to go home or require further medical attention. Please ensure you keep the office updated with any changes to contact details.

8. What if we have to go to an appointment during school hours?

In the school office we have an I-pad on which you must input details before you take your child out of the school grounds. When your child returns you will need to sign him/her back in again. It is a Ministry of Education requirement that our school is able to account for all students at all times during the school day.

9. What happens if my child is going to be absent?

Please ring the school on 377-5043 any time and leave a message on the answer phone. Alternatively you can notify an absence through our Etap '@School mobile' parent app. If your child is not present when the roll is called and we have no message from you, then you will be contacted via a text message or phone call.

10. What happens if my child is going to be late?

If your child is late for any reason, please firstly contact the school office to let them know. Secondly, on arrival at school then he/she must come to the school office and sign in before going to class.

11. Safety at school

Please use the wide path between the grass spaces for entering and leaving the school. We ask that parents do not drive up the driveway unless prior arrangement is made. School patrol operates between 8.30am - 8.50am and 3.00pm - 3.15pm. Gates must be kept closed during school time.

12. Where can I purchase the school uniform?

We have an external supplier for our uniform and everything is available through 'NZ Uniforms' via their website (<http://stpatricksmasterton.nzuniforms.com>). A uniform shop is based here in Masterton.

NB PLEASE NAME AND LABEL ALL CLOTHING AND FOOTWEAR

Our uniform is what we like to describe as gender-neutral with children having the option to choose what they would like to wear. The uniform includes:

- a green polo shirt and green long sleeve fleece jacket both with school badge
- black shorts, culottes or long trousers that have a green 'S K E' logo. This stands for our values of strength, kindness & excellence.
- short or knee length plain black socks or black tights (winter)
- plain black shoes/ sneaker style footwear (winter)
- brown or black sandals (summer)

The following should also be noted:

- summer uniform is worn Terms 1 & 4, with a two week transition period.
- winter uniform is worn Terms 2 & 3, with a two week transition period.
- long hair must be tied up with brown, black, green or white hair ties.
- jewellery should not be worn unless it is of cultural significance.
- 1 pair of stud earrings is allowed.
- no nail polish.
- sun hats are compulsory at school for all children during the summer months.
- please name all clothing. Unnamed lost property will be donated to the second hand uniform shop at the end of each term.

PE Uniform

- Green school PE shorts
- Green t-shirt with school logo

The following should also be noted:

- PE uniform is compulsory from Year 4 upwards
- or Year 1-3 children who are playing in a St Patrick's school sports team.

13. How can my child get involved in school sports?

Through the united efforts of teachers, parents, friends of the school and sports clubs, opportunities are available for the children to participate in netball, hockey, rugby, mini-ball and soccer in the winter months and t-ball, cricket, touch rugby and softball in the summer months.

Athletics, cross-country and swimming sports are held in the summer with teams entering the inter-school competitions.

14. How can I keep updated with what is happening at school?

The school uses a variety of ways to share information with the community. Our primary method of communication is through the phone app '@School Mobile' which you will need to download to your phone. Any issues please see Kim in the office.

These communications include:

- Our weekly newsletter – this is sent out using the '@School Mobile' parent app
- School website – www.stpatsmstn.school.nz
- School Facebook Pages – Please Like 'St. Patrick's School, Masterton'. You will also be invited to join the syndicate Facebook groups.



15. When do school masses occur?

Whole school masses take place every term for special events and Feast Days. On Wednesday morning during the summer terms, classes take turns to attend Mass at St Patrick's Church and all whanau are welcome to attend the service at 9.15am. In the winter terms, masses are held at school instead and whanau are again invited to join with these.

16. Does the school offer Sacramental programmes?

The school in conjunction with St. Patrick's Parish gives children the opportunity to take part in the Sacraments of Baptism, Reconciliation and First Communion. Further details can be found through contacting our Director of Religious Studies (DRS) through the school office.

17. School assembly

The whole school comes together every second Friday (even week's) at 9am for assembly. This is a time to pray together, sing, share student achievements, welcome new students and celebrate birthdays. All hubs take turns to present assembly. All whanau are welcome to come along and join us.

18. School donations and costs

Each year we sign up to the Government's donation funding scheme of \$150 per child, which means we do not ask for donations from families. Your only school costs should be stationary packs, participation in sports teams and overnight trips/ camps.

If you would like, families are able to set up an Automatic Payment to cover these school costs. Details can be obtained by contacting the school. Alternatively, payments can be made by internet transfer to 12-3290-0044979-00 using your child's name as a reference or at the school office by cash or cheque.

The Archdiocese of Wellington 'Attendance Dues' are still in place and a legal obligation of attending Catholic Schools. These are paid separately to the Archdiocese.

19. Homework

Homework may include reading, learning of basic facts, spelling and at times simple research work. It is not intended to cause home difficulties or be unduly long but to promote learning practices, home interest and support. Information about expectations is shared by the classroom teachers each term.

20. Class trips

These are arranged according to class programmes, and permission from parents is always obtained before allowing children to travel. The agreement on the enrolment form covers incidental trips such as library, park, pool visits, etc. Visits to various places of interest are part of the school programme.

21. How can I be involved with St Patrick's School?

There are lots of opportunities for parents to help within the school. Talk to your child's if you would like to contribute to any of these opportunities:

- Help in your child's class/ hub.
- Help coach sports teams
- Help run our morning breakfast club

We also have a Parent Teachers Association (PTA) that fundraises for the school to provide the students with many extras. Look in the school newsletter or on the notice board in the front quad when the next meeting is and come along. It is a good way to meet other parents and learn more about the school without any obligation.

22. How can I make my child's transition from preschool to school easier?

If you have any portfolios or reports about your child please show them to your child's new teacher. Please make sure you have been in the school, met your child's teacher, and shown your child which classroom he/she is going to be in. It is also a good idea to show your child the junior playground before he/she starts.

Some children (and parents) get quite emotional during the first few days of school. If your child is upset, say good-bye, leave your child with the teacher and walk away. If your child gets extremely distraught, we will ring you. However, we find that children can notice your anxiety and it is more settling for them if they know that their teacher is going to look after them during school time.

To support transition to school we also run pre-school visits in the term before your child officially starts school. Staff will be in contact with you to discuss and arrange these, closer to your child starting.

If you do have any other questions or enquiries please do not hesitate to ask us and we will do our best to answer them for you.

Nga mihi nui,

Steve Wheeler

Principal