



BAYVIEW SCHOOL
Information
Booklet

A

Assemblies

Full school assemblies are held weekly on Fridays. They commence at 9 am and you are very welcome to attend. School assemblies are child centred where your children are recognised for their learning. Participation includes children singing, sharing work and encouraging others.



Absences

We emphasise the importance of regular attendance. If your child is absent from school for any reason, please phone the school office by 9.00 am. A written note is required to follow up. If we have not been informed of your child's absence, a call is made to check on their safety.

If your child arrives late at school, they are expected to check in at the school office.

B

Board of Trustees

We have a motivated Board of Trustees. They are forward thinking, reflecting the changing needs of the community they represent. The Board works closely with the Principal and staff in a governance role to provide the best possible management of the physical and material aspect of our school. They encourage a close working relationship between home and school and you are welcome to attend their monthly meetings. The Board of Trustees keeps you up to date in the form of a newsletter once a term.



Bicycles

Year 5 and 6 children may ride their bicycles to school after they have completed training with our Police Education Officer. Training is provided in Term 1 of each year.

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Computer

Every class has at least three computers and all classes have access to interactive whiteboards. Your child is given the opportunity to use the Internet and CD-ROMs to gather information and to use the computers to present their work. We integrate Sunshine and Galaxy Kids with our literacy and numeracy programmes. See <http://sunshine.co.nz>

Crossing

The school crossing is patrolled by Year 6 children and supervised by parents or teachers before and after school. This service is provided for your child's safety. If you are able to assist in supervising the crossing on any day, either in the morning (from 8.30 to 8.50) or in the afternoon (from 3.00 to 3.10), please contact the school.

Choir

Your child has the opportunity to be a member of a school choir. The children practise throughout the year and perform at festivals, assemblies and at other schools.



Cultural Groups

The cultural groups have been an exciting part of Bayview School for many years. Your child has the opportunity to perform in these groups at all year levels. Children who participate in the cultural groups attend weekly practices.



Car Parking

As at any school, parking is a problem. To ensure that your child is safe, we ask that you do not park or stop on yellow lines, do not double park and avoid the very busy staff car park.

Donation

The School Donation is necessary to supplement the Ministry of Education Grant. This donation ensures that we maintain a continuing high standard of facilities and resources including reading material, maths equipment, library and reference books, information technology software and physical education gear for your child's education. This can be paid for a year or on a term by term basis.

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Education Outside the Classroom

Outdoor education provides your children with the opportunities to develop personal and social skills, to become active, safe and skilled in the outdoors and to protect and care for the environment. Your child's outdoor education

programme begins at Year 1, with your child using the school playgrounds and local environment, and develops throughout the years. Years 5 and 6 children attend camp as a part of this programme. Camp is held every second year. Cross country training is held annually. Swimming programme is held every second year.



Enrolments

To secure a place on the roll, an Intention to Enrol form is available in our Information Pack. New entrants are enrolled on one Friday per term. We will send you a letter requesting an interview. Our Deputy Principal is available to meet you and your child between 9.00am and



4.00pm on that day. We encourage you to use this time to talk about your expectations and have your questions answered. Please phone our office to make an appointment.

If your child is coming from another school you are welcome to enrol at the school office between 8.30 am and 4.00 pm. The Principal or Deputy Principal will be happy to show you around the school.



Enviro-school

We are an enviro-school focusing on sustainability for the future. Your child is encouraged to join the school's environmental group. All students are taught to care for their environment.

Fundraising

Fundraising events are organised carefully throughout the year. The money raised is used for specific purpose to improve your child's school.

Grounds

To ensure that we continue to provide a safe playing environment, we strongly advise that you accompany your child to school if they are playing after hours.

H

Health Issues

Please notify the school if your child has a medical condition so we can ensure appropriate care is taken.

All pupil medication is kept and administered by the office staff.

The Public Health Nurse visits the school on a regular basis. New entrants have a hearing and vision check shortly after they start school. If there are any concerns you will be contacted.

Other children can be referred for testing at this time.

The majority of our staff have a current First-Aid Certificate. They are trained to treat minor injuries and illnesses. You will be contacted if your child needs extra care. The procedures we follow are in our Health and Safety policy, which is in the office.

Home-link

We strongly encourage independence in learning at Bayview School. We view Home-link as an important link between home and school. The education of your child is a partnership between the school and your family, to ensure that your child learns as best they can. The expectation is that any work is a continuation of the school programme. We encourage reading nightly.





Hours at School

The school is open for instruction from 9.00 a.m. till 3.00 p.m. For their safety we request that children arrive after 8.15 a.m. and leave the school grounds by 3.15 p.m. If this is not possible, please make arrangements with the school.

School Begins	9.00 a.m.
Morning Tea	10.45 a.m. – 11.25 a.m.
Lunch	1.10 p.m. – 1.50 p.m.
Afternoon School	1.50 p.m. – 3.00 p.m.
Home Time	3.00 p.m.

NB Children are required to sit and eat for the first 10 minutes of each break. Children are supervised at all times.

Jewellery

For safety reasons we ask that your child does not wear jewellery to school. (Ear studs and a watch are acceptable.)

Learning @ Bayview

Our curriculum integrates the key competencies of the New Zealand curriculum by teaching your child how Relationships, Resilience, Resourcefulness and being Reflective are the keys to being lifelong learners.

Library

The school library is very well resourced with a wide variety of fiction and non-fiction material. Classes visit the library every week. Children can also visit the library during break times. Children take books out for a week at a time.

Life Focus

Non-denominational religious instruction takes place weekly for Year 5 and 6 children. These lessons are for 30 minutes. It is an expectation that all children attend these sessions unless prior arrangements with the Principal have been made.

Lost Property

If your child loses anything, check in the Lost Property room which is in the Foyer near Room 1. Children have access to this throughout the school day.

Lunchroom

We are fortunate to have a lunchroom that operates from Wednesdays to Fridays. This is due to the wonderful support of our parent helpers. Orders with money should be placed in the class lunch tray before school. Lunches can only be ordered for the lunch break and are delivered to your child's class by 1.10 p.m. If you are able to assist in the lunchroom please leave your name at the office. Preschoolers are welcome to come with you.

Mission Statement

Learning is Freedom

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Newsletters

All notices and newsletters are sent home on Thursdays. Newsletters are published fortnightly. Your oldest or only child is given the newsletter. This communication is an important link between home and school. You will read about important dates, events and happenings around the school.

P

Parent Help

We believe that it is important that you are involved in your child's school. Parent support is valued. Parents and caregivers are often required when children are travelling outside the school and your participation is encouraged. Your assistance in any area is always welcome. Please contact the office or your child's class teacher if you can assist in any way.





Photos

Class photos are taken in Term 1 or Term 2. Sports, individual and family photos are usually taken in Term 3. You will be informed of dates and times in the school newsletter.

Productions

A special feature of our school is the involvement of all children bi-annually in Musical Productions. Teachers and parents spend many hours working with children to produce polished performances.



Prizegiving

Prizegiving is held towards the end of Term 4. Children who have demonstrated an excellent attitude to learning throughout the year and those who have excelled in curriculum areas are recognised. Sunshine Books also provide awards for excellence.

R

Reporting to Parents

Teachers report to you on the progress of your child. Reporting is by parent/teacher interviews and written reports. Teachers meet with you early in Term 1 to discuss expectations.

In Term 2 parent/teacher interviews are held, and in Term 3 child-led conferences.

Two written reports are issued each year.



Road Patrols

Trained senior school pupils are on crossing duty daily from 8.20 a.m. – 8.50 a.m. and in the afternoon from 2.50 p.m. – 3.15 p.m. Teachers or parents supervise the crossing at these times.

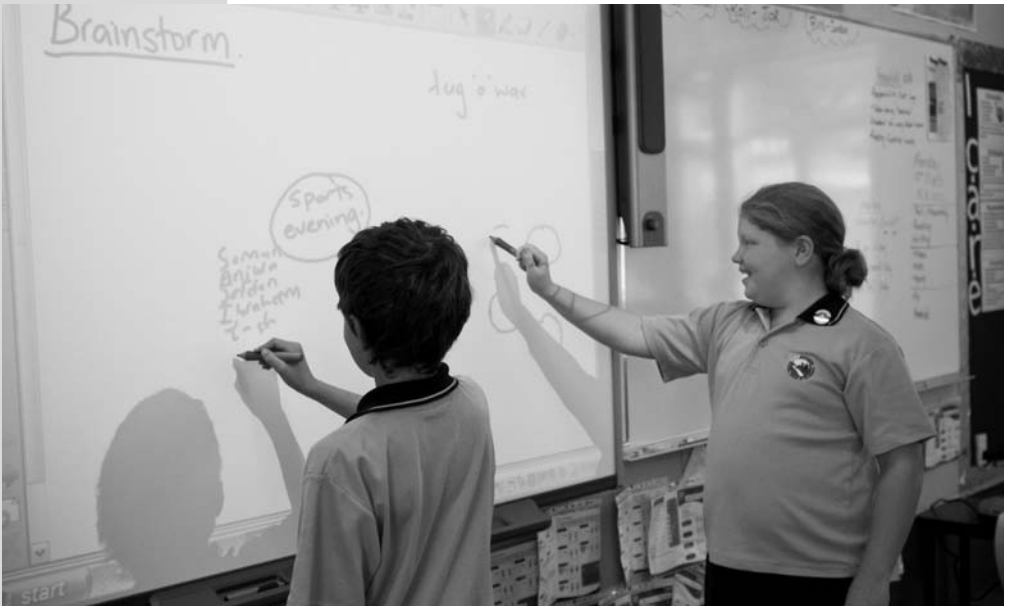
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Safe School

We ensure that the environment we provide your child is safe and secure. Teachers are on duty at break times.

School Banking

We operate school banking programmes in conjunction with the National Bank of New Zealand, and ASB.



School Rules

The rules at Bayview School encourage responsibility and respect. Children are taught to respect themselves, respect each other and respect property. The Golden Rule "Treat others as you would like to be treated" is constantly reinforced.



Sickbay

The school sickbay is situated within the administration area. We ensure that your child is provided with care and attention.

The sickbay is maintained by office staff.

The majority of our staff hold current First-Aid Certificates. They are trained to treat minor injuries and illnesses. You will be contacted if your child needs extra care. Therefore it is vital that we have up-to-date telephone contact numbers for parents or other designated people. The procedures we follow are available for you to read in the Health and Safety policy at the office.



Special Programmes

Gifted and Talented

Exciting opportunities are provided for boys and girls who are gifted and talented in a particular curriculum area. Throughout the year your child may be selected to attend an extension group.

Booster Programme

Children who need support in a particular curriculum area are supported by a teacher aide within their classroom.

Sports Teams



Your child benefits from the progressive teaching of skills from Year 1 to Year 6. Your child is given the opportunity to experience the wide range of sporting activities available.

Children are involved in after-school and weekend sports teams. These include miniball, netball and hockey.

These teams provide your child with the opportunity to compete, with an emphasis on fair play and sportsmanship.

Parents and teachers coach these teams.

Bayview School belongs to the Glenfield Cluster Sports Group and your child is regularly given the opportunity to compete in a wide range of sporting activities. Participation in these cluster sports days also encourages fair play. Such events promote co-operation, team spirit, school pride and community awareness.



Student Council

Children nominate two classmates to represent their class on the Student Council. The Student Council meet regularly with the Deputy Principal to discuss ideas and suggestions that have been made by students.

Stationery

For your convenience, the school keeps a supply of stationery at the school office throughout the year. You will receive a stationery list each year. Stationery packs for Years 1-6 are also available from the school office.

Student Librarians

Student librarians are chosen to assist in the library each day. They help choose new books, shelve books and publicise library news.



Sunshine Partnership

Bayview School is a Sunshine School of Excellence.

We use Sunshine and Galaxy reading material extensively in our classroom programmes. The stories are enjoyable: they are humorous and are fun to read. They encourage children to discover that reading is something they want to do.

At Bayview School we link into Sunshine Online and Galaxy Kids with our literacy programmes. Your child is therefore given the opportunity to learn in an environment where Information Technology is effectively integrated with literacy programmes.

Sunshine has provided ongoing teacher training in the use of computers in the classroom. The teachers also have ongoing in-school training in literacy teaching using Sunshine and Galaxy material.

Sunshine provides our school with a large amount of literacy resources each year. We are also provided with annual prizes and awards for excellence in all learning areas.

Sun Sense

Bayview School promotes safety in the sun. Our policy states that children must wear a hat when outside in Terms 1 and 4. If children forget their hat, shade areas are provided for them.



Suggestions for preparing your child for school

We work hard to ensure that your child's transition to school is smooth and happy for all concerned.

Some suggestions to assist you in this transition:

Focus on the positive aspects of school when talking with your child.

Talk with your child's teacher or the Deputy Principal about any questions you may have. Encourage your child to learn to recognise and write his or her name. Spell out the letters as they write them.

Praise any attempts at reading and writing and encourage them to try and have a go.

Talk about numbers, letters and words with your child.

Play games with them.

Read daily to your child and encourage them to talk about the pictures and the story.

Encourage independence by ensuring that your child packs his or her bag and carries it to and from school.

Have fun and enjoy.

U

Uniforms

Our school uniform consists of a polo shirt, a vest and a sweatshirt with the school logo, and skirts, shorts, skorts or trousers. These items are sold through the school uniform shop. Shop opening hours and a price list can be obtained from the office. Navy or black shoes or sandals are to be worn with the uniform.



Values

We believe in encouraging, modelling and exploring our values through learning experiences which focus on ourselves, others and the environment. Our values are integrated into I CARE - Citizenship, Attitude, Responsibility, Empathy

Vision

At Bayview we are learning to...

- Be confident, connected learners who think critically, creatively and caringly
- Set and assess our learning
- Challenge ourselves
- Care for and respect ourselves, others and the environment
- Be active members of the class, school and community

We are independent, lifelong learners.

Learning is freedom

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Learning is Freedom



BAYVIEW SCHOOL

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