



MARAETAI BEACH SCHOOL PROSPECTUS

154 Maraetai Drive, Maraetai 2018

Telephone: 536 6570

Email office@maraetaibeach.school.nz

Website www.maraetaibeach.school.nz



STAFF LIST

Senior Leadership

Principal	Mark Keenan
Deputy Principal	Steve Harper-Travers
Deputy Principal	Kate Deane

Office

Executive Officer	Tristan Gilchrist
Enrolment Officer	Anna Bowtell
Office Assistant	Caitland Good
Resource Manager/Librarian	Rachael Locke

Junior School (Year 1/2)

Team Leader	Stephanie White
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Yr 1 Rm 4	Julie Baranowski
Yr 1 Rm 5	Jessica Forde
Yr 1 Rm 6	Shayna Travers
Yr 2 Rm 9	Heidi Russell
Yr 2 Rm 10	Stephanie White
Yr 2 Rm 11	Larissa Wiseman

Middle School (Year 3/4)

Team Leader	Megan de Beer
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Yr 3/4 Rm 12	Charlotte Tegg
Yr 3/4 Rm 13	Mandy Frost
Yr 3/4 Rm 14	Megan de Beer
Yr 3/4 Rm 15	Emma Clarke
Yr 3/4 Rm 16	Paula Andrews

Senior School (Year 5/6)

Team Leader	Natalie Carver
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Yr 5/6 Hub 2	Lynda Frazerhurst
Yr 5/6 Hub 3	Marissa Bowden/Kylie Richardson
Yr 5/6 Hub 4	Kirsten Schruer
Yr 5/6 Hub 6	Natalie Carver
Yr 5/6 Hub 7	Lauren Revie/Kylie Richardson

Intermediate School (Year 7/8)

Team Leader	Korrin Laker
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Yr 7/8 Hub 8	Tim Alderdice
Yr 7/8 Hub 9	Jane Suckling
Yr 7/8 Hub 10	Olivia Smit
Yr 7/8 Hub 11	Korrin Laker

Learning Support

Learning Support Coordinator	Robyn Krawitz
ELL Rm 8	Rebekah Gundesen

Specialist Teachers

Art Rm 7	Tarquin Hooker & Debbie Rister
Digital Technology Rm 17	Liz Whittaker

Release Teachers

Alasha Randle
Narelle Bovill
Jo Andrews

Learning Assistants

Sarah Lindsay
Tracy Harold
Robyn Daniel
Katrina Giles
Amy McColl
Jo Sharpe
Trish Grace

Caretaker

Craig Rush
Martin Stretton

Maraetai - Meeting place by the Sea.
Safe water - Ngāi Tai Ki Tāmaki

On behalf of the Board of Trustees, I would like to extend to you a very warm welcome to Maraetai Beach School. We look forward to working closely in partnership with you to ensure your child/ren receive a high quality education and achieve their personal best.

Mark Keenan, Principal



EDUCATION REVIEW OFFICE

The Education Review Office completed their last review of our school in 2023. As a school we received the highest award possible. The report identified the following strengths:

- Our children experience a school learning climate that is consistently positive and culturally responsive, promoting their engagement through respectful relationships
- Learner progress and achievement outcomes are equitable and excellent for all children and are supported through teaching that is relevant, challenging and meaningful
- The school has sustainable, high levels of professional capability and collective capacity to continually improve and innovate
- The board effectively scrutinises its own and the school's performance in achieving equity and excellence to inform planning and resourcing for ongoing and sustained improvement
- Rich and extensive community consultation informs the school's strategic direction, capturing the views and aspirations of students, school staff, parents and whānau.

SCHOOL DESCRIPTION

Maraetai Meaning:

Meeting place by the Sea. Safe water - Ngāi Tai Ki Tāmaki

Maraetai Beach School has been educating children in Maraetai since 1879. The school now sits on the headland above Te Pene Point - an area that is significant to our local iwi Ngāi Tai ki Tāmaki as an ancient Kaianga or village adorned with flourishing gardens, crops and seafood aplenty. From this position our school looks out over the safe waters of Maraetai, to the islands of the Hauraki Gulf.

Maraetai Beach School is full primary (Years 1 to 8). The roll is maintained at approximately 500 children. We are a learning community that provides an exciting and challenging curriculum designed to extend all children's horizons in a secure, safe and learner focused environment. We have very strong parent and community involvement and highly value these partnerships. The school district encompasses the zoned area which can be found at the back of this Prospectus.

Our students are a very special group, friendly, confident and strongly motivated to learn.

OUR VISION

Our Way - People, Potential, Planet

The school's vision, Our Way - People, Potential, Planet sets the strategic direction for the school. This vision is underpinned by the four values of Tō Tātou Ara: Manawaroa (Resilience), Whakaute (Respect), Rawe (Excellence) and Ngākau Tapatahi (Integrity).

Maraetai Beach School is a member of the Howick Coast Kāhui Ako/Community of Learning.

We stand on the whenua of Ngāi Tai ki Tāmaki (Ngāi Tai) who are the original inhabitants and Iwi of Tāmaki Makaurau.

A copy of the schools strategic plan can be found on our [website](#)



SCHOOL VALUES

We have a strong set of values that are integrated through all aspects of school life, we call this To Tatou Ara – Our Way.

- Integrity/Ngākau Tapatahi
- Excellence/Rawe
- Resilience/Manawaroa
- Respect/Whakaute



SCHOOL CURRICULUM

At Maraetai Beach School we have an exciting and engaging, integrated school curriculum. We have high expectations of all our learners. Literacy and Numeracy are the cornerstones of our curriculum. Science, Technology, Languages, PE/Health and the Arts all play a key role in providing an exciting and engaging school curriculum. We have strong links to the local community and the outdoors which provide our students with authentic learning experiences. Sports and Cultural groups are highly valued.

OUR HOUSES

At Maraetai Beach School we have four houses. These are very important and your child will be in on the following houses:

- Motutapu
- Rangitoto
- Ponui
- Waiheke

All students are placed in a house (siblings are placed in the same house) to foster their sense of pride and belonging in the school. Houses meet regularly and compete in different events across the school year.

BOARD OF TRUSTEES

The Board of Trustees is responsible for the governance of the school, including building maintenance, financial management, community liaison, and meeting the day-to-day needs of both children and staff. Board of Trustees members are elected for a three year term. There is provision for some community members to be co-opted if necessary. Board of Trustees members are the parent representatives. Enquiries relating to school policy can be made directly to the Board of Trustees or through the Principal to the Board of Trustees.

PTA

The Board of Trustees is responsible for the governance of the school, including building maintenance, financial management, community liaison, and meeting the day-to-day needs of both children and staff. Board of Trustees members are elected for a three year term. There is provision for some community members to be co-opted if necessary. Board of Trustees members are the parent representatives. Enquiries relating to school policy can be made directly to the Board of Trustees or through the Principal to the Board of Trustees.

SCHOOL OFFICE

The school office hours are from 8.30 a.m. to 3:30p.m. Office staff take care of aspects of the daily running of the school that include; school finances, arranging meetings, typing, copying, purchases, and attending to students who have health and medical needs.

Parents will be contacted by the office if there are health and medical concerns.

The school telephone number is 536 6570. Email: office@maraetaibeach.school.nz

Parents and students are encouraged to contact the office staff for any administration information. The office staff will also coordinate appointments with the Principal.

INFORMATION UPDATES

We encourage you to follow our school Facebook page for daily updates, as it's the fastest way to stay informed about school events. Additionally, we distribute a Newsletter every second Thursday during term time and provide a weekly summary every Friday called the week ahead. Staying connected through these channels will help you stay in the loop and not miss out on any important information

HOME/SCHOOL PARTNERSHIP

We see learning as a partnership between the student, the teacher and the parents. We try to foster a relationship where information is shared to enhance all students' learning opportunities. The partnership with school allows the students to achieve their goals and to take part in the wide range of activities the school offers.

COMMUNITY INVOLVEMENT

Maraetai Beach School works to involve both parents and the community whenever possible. Activities such as class visits, concerts, visits, sports, assemblies, performances, competitions, and social activities all endeavour to meet a need where people see the school as an integral part of the community.

ATTENDANCE

Class hours are from 9.00 a.m. till 3.00 p.m. Children are asked to be at school by 8.45 a.m at the latest. so that they have time to prepare themselves for the day. Morning interval is from 11.00 a.m. until 11.30 a.m. Lunch time is from 1.00pm until 1.45 p.m. The school grounds and classrooms are open from 8.30 am onwards.

If your child is arriving at school after 9.00 a.m. or leaving before 3.00 p.m. please sign them 'in' or 'out' at the office.

ABSENCES

Please contact the school if your child is absent or late for school for any reason. Please advise of a student's absence through the school app. Alternatively, you may wish to email the school at absences@maraetaibeach.school.nz or phone the school on 536 6570 and leave a message before 9.00 am on the day of absence. This number is always available for messages out of school hours. Please state your name, your child's name, room number and the reason for their absence.

You can also tell the office if you know beforehand that your child will be absent. Please ensure that school records show the 'current' and 'all' of your contact details. (Home, Work, Mother, Father, Guardian, Grandparents etc).

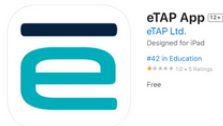
SCHOOL ABSENCES

Maraetai Beach School has a parent app available. This has a number of functions including:

- Storing of important information on your child/ren
- Ability to report absences
- School notices
- School contact

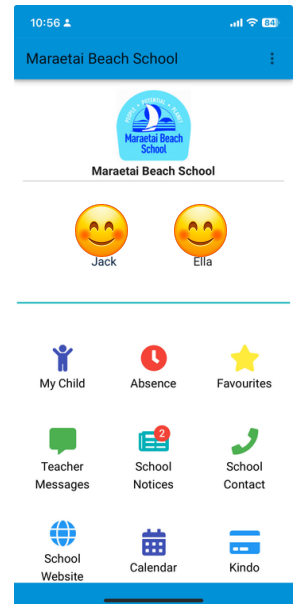
To download the app go to the app store (apple or android) and search for @school mobile.

It will look like this:



Once downloaded, open the app and log in with username and password. This only needs to be completed once. Once in the app go to the 3 small dots in the top right hand corner, click, then click settings and tick enable notifications.

You are now set up and ready to go.



BEFORE AND AFTER SCHOOL CARE

Maraetai Beach Kidz Club (established since 2009) is a privately run out of school care service catering for parents/caregivers of children aged 5-14 years old within Maraetai Beach School before and after school.



Our Programme aims to offer a welcoming family friendly atmosphere, in a safe and secure environment, which provides a stimulating programme that caters for different ages and cultural backgrounds while endeavouring to incorporate individual needs and interests. Kidz Club provides afternoon tea, homework time, games, sports, activities, crafts and swimming, within the summer months. We are committed to providing a quality, affordable childcare programme for our community.

<http://kidzclubnz.com>

PLAYGROUND SUPERVISION – HOURS

The school playground is open from 8:30am in the morning. Children are encouraged to use the school play areas after school, but they must be supervised. Any child without a parent will be sent to the office to wait at 3:15pm.

REPORTING TO PARENTS / CAREGIVERS

We believe that it is important to keep you informed on your child's progress, achievement, next learning steps and strengths. We want our reporting to be easy to understand, relevant and personalised. The following is our overall reporting framework to parents:

Term 1: Meet the Teacher and Student Led Conferences

Term 2: Parent/Teacher Conferences and Mid Year Written Report

Term 3 : Parent/Teacher Conferences

Term 4: End of Year Written Report

As always, if you have something you wish to discuss regarding your child please come and speak with your child's teacher as you do not have to wait for the formalised reporting times.

SPECIAL PROGRAMMES

Maraetai Beach School welcomes children with all learning abilities. We have programmes designed to meet student's individual needs. We have classes to both boost and stretch our learners. We also have 2 specialist teachers that teach Art and Digital Technology.

CLUBS AND GROUPS

A variety of clubs and groups can be joined by students and run before, during and after school. Some of these include:

- Kapa Haka
- Enviro Warriors
- Choir
- Dance
- Chess Club
- School Band
- Craft Club
- Gardening Club
- Bike Club

LEADERSHIP OPPORTUNITIES

Providing opportunities for our students to shine and lead in different areas of our school is very important to use. Some of the opportunities students are given are:

- Y8 House Captains
- Student Peer Coaching
- School Councillor
- Librarian
- Travelwise Team
- Road Patroller

The school also runs its own leadership programme for students in Y6-8. We want to Foster students who are engaged and connected citizens in a range of communities

SCHOOL POLICIES AND PROCEDURES

These are reviewed by school staff and Board of Trustee members on an ongoing basis and are available on the school website at all times for all parents to read.

TRIPS

At Maraetai Beach School we make wide use of the local community to support learning programmes. This often means trips to a range of venues and facilities. Classes will often plan for visits away from school. Permission forms will be sent home any trip outside the local area (5K radius). Costs are covered through the Activity cost paid at the start of the year. All trips are linked to the learning taking place in the classroom.

LIBRARY

Maraetai Beach School has a very well resourced library. Students are encouraged to borrow books on a regular basis. If books are lost parents will be requested to pay towards the replacement cost of the book.

LOST / FOUND PROPERTY

Lost property is located in the foyer. All named items are returned to the classroom. Please help us to keep lost property to a minimum by naming all your child's items. Any unnamed items not collected will be washed and become part of our second-hand uniform sale.

SPORT/PHYSICAL EDUCATION

All students are expected to participate in physical education lessons, fitness, and organised sport, depending on age and ability.

Every child in Year 3-8 needs to have a sports uniform at school every day.

Children in Y5-8 can be selected to represent the school in a wide range of inter school sports.

EOTC (EDUCATION OUTSIDE THE CLASSROOM)

All students are involved in a variety of EOTC events throughout the year designed to build confidence and outdoor skills. EOTC activities include using the local bush and coast. These programmes are designed to meet the needs of various age groups. School camps for Year 5-8 take place bi-annually.

EVACUATION/LOCKDOWN DRILLS

Students are instructed in how to care of themselves in case of Fire, Earthquake and Lockdown. Drills are practiced throughout the year.

SUN SAFE POLICY

Parents are asked to support the school's sun safe policy by supplying hats for students during hot weather. It is compulsory for all students to wear a uniform sun hat during terms 1 and 4. Children are encouraged to wear rash shirts when in the pool.

YEAR 7/8 TECHNOLOGY

Our Intermediate students have a specialised Technology rotation once a week. A fee is payable for materials and expenses. This includes robotics, reverse engineering, cooking and science classes.

HOME LEARNING

All students have regular home learning. This can change depending on the age of your child but typically all home learning consists of:

- Reading
- Spelling
- Basic Facts

Please contact your child's class teacher if you have any questions regarding your child's home learning.

E-LEARNING Y3 - Y8

In Year 3-8 we run a bring your own device programme (BYOD). Students are encouraged to bring either a chrome book or laptop. Devices can be purchased through PB Tech at a discounted rate ([link on our school website](#)) or any other outlet. There are chrome books available in class for those students who do not bring their own.

WHY BYOD?

1. A vehicle for personalising learning in ways that ensure each student is fully engaged in learning and is successful in attaining established learning standards.
2. Access to digital content and digital learning environments that provide multiple pathways to learning.
3. Empowering our students to be life-long learners

Students in year 3-8 use the google apps for education (GAPE) tools and in Year 1 and 2 there are class ipads that teachers use as part of their classroom programme.

SCHOOL UNIFORM AND SPORTS UNIFORM

At Maraetai Beach School, we have a very smart, comfortable uniform. It is compulsory for all children to wear the uniform, but only Year 3, 4, 5,6,7 and 8 have to wear the sports uniform for Fitness and Physical Education. In Terms 1 and 4, everyone must wear a school hat.

The uniform must be made up of the approved items on the uniform schedule. No substitutions will be acceptable unless special circumstances prevail and a written request is approved by the Principal.

Students are NOT to wear makeup, nail polish nor jewelry (with the exception of studs for pierced ears). Long hair needs to be tied back.

Please clearly name all items.

Maraetai Beach School Uniform is available from [NZ Uniforms online](#) and in their store (16 Bishop Dunn Place, Botany)

All children need to have a full school uniform. All children from Year 3 through to Year 8 also must have the PE uniform to wear on designated sports days and on sports trips.

SWIMMING POOL

Teachers take swimming lessons in Term 1 and 4. The school pool is heated. SwimGym also runs lessons after school. Information regarding this is available from the school office.

USE OF SCHOOL GROUNDS AFTER HOURS

The school staff and Board of Trustees endorse the community use of school grounds for sporting activities, and school buildings for meetings.

The school expects out of hours users to:

- Vacate the grounds at sunset.
- No bicycles, skateboards or unauthorised vehicles.
- Take care of all property at all times.

SCHOOL RULES

We try to keep the number of school rules to a minimum in the belief that our students will take responsibility for their own actions and behave in a manner that reflects our school values. The school has a behaviour continuum and expectations for students both in the classroom and playground.

When at school we teach children to resolve any problems by:

- Walking away
- Ignoring
- Telling Someone
- Say –Stop it I don't like it

We call this using our WITS



ASSEMBLIES

Whole school assemblies are held every second Friday afternoon at 2pm. Assemblies are seen as an important time to celebrate students' learning and achievements. If your child is receiving an award you will be notified. Parents and caregivers are always welcome to attend.

ROAD SAFETY

Police Education officers assist teachers in developing road safety programmes and instruction to students each year. We are a Travelwise School.

Parents delivering or collecting their children in cars at school are asked to observe the following:

- Do not park across the road from the school so that the students need to run across the road
- Park well clear of the pedestrian crossing
- Drive slowly near the school especially at the start and the end of the day
- Do not enter the bus bay area while the cones are out or while road patrol pupils are on duty.

We encourage walking, biking and scootering to school. Students must wear suitable footwear, a Standards-approved helmet, and any necessary safety gear.

- Students using scooters and bikes must be considerate, give way to other pedestrians and be aware of sneaky driveways.
- Students may not use wheels in the school grounds during school hours, unless it is an organised school event.
- Students must place their cycles in the cycle stands.
- Cyclists are expected to observe the road rules – hand signals, looking behind, mounting/dismounting, keeping well left, etc. Cyclists may not "double" other students to school.
- Each cyclist must wear a Standards-approved cycle safety helmet and have a roadworthy bicycle.

The police recommend that no child under the age of ten should cycle to school unless accompanied by an adult.

HEALTH

The school has a health room for students who are unwell or injured. Parents will be contacted to collect their child if they are unwell or injured and require medical attention.

If students need to bring medicine to school please leave it at the office and one of the office staff will administer the medicine as needed only once a medicine authority form has been completed and signed.

ENROLMENT SCHEME

Please make sure the school office has up to date information about your child. This includes all contact phone numbers and addresses. All information is confidential. If there is a change in family circumstances that may affect your child's life at school, please let the teacher know as soon as possible. This is particularly important as far as phone numbers, changes of address and guardianship are concerned.

In zone

All students who live within the home zone described below* (and shown on the map below) shall be entitled to enrol at the school.

Starting at Te Puru Stream Bridge and the intersection with Whitford-Maraetai Road, the boundary runs north along the west end of Omana Regional Park to follow the coastline, and turns east to travel as far as Maraetai Park. It continues south along Maraetai Coast Road to meet the intersection with North Road (excluded). The boundary then travels south-west cross country to meet Waikopua Road. It continues north along Waikopua Road (both sides included) to meet the intersection with Whitford-Maraetai Road. Continue north along the centre of Whitford-Maraetai Road towards the intersection with Jack Lachlan Drive. Continue west along Jack Lachlan Drive (87 and below included) towards Kahawairahi Drive. Continue along Kahawairahi Drive (both sides included) towards Mahutonga Avenue. Continue along Mahutonga Avenue (both sides included) towards Beachlands Road and continue east along it towards Whitford-Maraetai Road then back to the starting point.

All residential addresses on included sides of boundary roads and all no exit roads off included sides of boundary roads are included in the zone unless otherwise stated. Proof of residence within the home zone will be required.

Each year, applications for enrolment for the following year from in-zone students will be sought by a specific date which will be published in a daily or community newspaper circulated in the area served by the school. This will enable the board to assess the number of places which can be made available to students who live outside the home zone.

Out of zone enrolments

Each year the board will determine the number of places which are likely to be available in the following year for the enrolment of students who live outside the home zone. The board will publish this information by notice in a daily or community newspaper circulated in the area served by the school.

The notice will indicate how applications are to be made and will specify a date by which all applications must be received.

Applications for enrolment will be processed in the following order of priority:

First priority: This priority category is not applicable at this school because the school does not run a special programme approved by the Secretary.

Second priority: must be given to applicants who are siblings of current students.

Third priority: must be given to applicants who are siblings of former students.

Fourth priority: must be given to any applicant who is a child of a former student of the school.

Fifth priority: must be given to any applicant who is either a child of an employee of the board of the school or a child of a member of the board of the school.

Sixth priority: must be given to all other applicants.

If there are more applicants in the second, third, fourth, or fifth priority groups than there are places available, selection within the priority group will be by a ballot conducted in accordance with instructions issued by the Secretary for Education under Section 11G(1) of the Education Act 1989. Parents will be informed of the date of any ballot by notice in a daily or community newspaper circulating in the area served by the school. Applicants seeking second or third priority status may be required to give proof of a sibling relationship.

Cohort Entry

Maraetai Beach School operates a cohort entry policy, which allows new entrants (after they turn five) to start school in cohort groups on the first day of the term, or at a mid-point during the term, rather than singly on each child's 5th birthday (also known as continuous entry).

We feel cohort entry allows new entrants an easier transition to school and helps them build relationships with their fellow new entrants and other students already in the class. It allows Maraetai Beach School to better plan its staffing requirements, and minimises disruption for new entrant teachers.

Once a child is formally enrolled at school, they must attend school regularly. Children must be enrolled in school by their 6th birthday.

