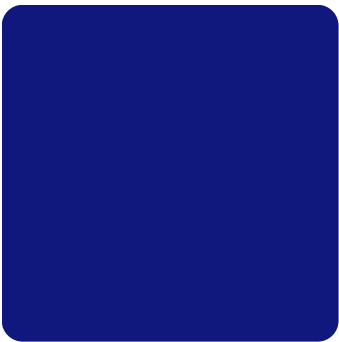


Pukekohe Intermediate School

2024 PROSPECTUS





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UNIFORM

*Ngā mihi mahana kia koutou kātoa
and welcome to Pukekohe
Intermediate School.*

It is my pleasure to extend a warm welcome to you and thank you for showing interest in our school.

Starting a new school can be a challenging experience and we aim to provide a safe and supportive environment to make this transition as easy as possible.

We offer an experience tailored specifically for students in Years 7 and 8 offering an exceptional academic programme complemented by numerous opportunities in sport and the arts supporting students to explore their passions and to excel in a wide range of pursuits.

Our staff demonstrate a passion for middle years education and as such we have developed a positive, supportive and vibrant learning environment. They are tremendous role models who give guidance to their students and challenge them to become confident young people who have a positive attitude to learning.

We continue homeroom classrooms for all students and add to these programmes and opportunities across a number of specialist classes. In addition, there are opportunities for selected students to take part in English Enrichment and learning support programmes. Extension programmes are offered to students who show ability and potential in academic, creative, artistic, cultural, physical and leadership areas.

"We strive to meet the learning needs and styles of all students".



Our school is proud of the culture it has developed over recent years with the introduction of our school HEART values:

- Kia Pono** - Honesty
- Kia Manāki** - Empathy
- Kia Āhei** - Aim High
- Ka Rangtira** - Respect
- Kia Kotahi** - Teamwork

We work hard to build strong links with the community and enjoy the support and involvement of the loyal and hard-working Board of Trustees and PTA. We recognise the importance of the partnership between home and school and we want to create real opportunities for parents to become involved in the activities of the school.

"Relationships are important to us and we have a genuine commitment to working in partnership with our students, their parents and whānau throughout their time with us".

We look forward to being part of your child's learning journey and celebrating their successes with you.

Ngā mihi nui,

Rebekah Pearson
Principal

Teaching and Learning



At Pukekohe Intermediate School our team of dedicated teaching professionals are passionate about working with adolescents. They understand the unique developmental requirements of this age group.

Our classroom teachers have a sound knowledge of the curriculum and an in-depth understanding of current teaching, learning and assessment practices. More importantly, our teachers care and work hard to build quality relationships with their students, which sets a good foundation for robust and fulfilling learning.

Classes are in learning communities that we call: Batten, Hillary, Lomu, Ngata, Rutherford, Sheppard and Te Puea. Each learning community has a mix of Year 7 and Year 8 classes so that students from both levels get to know each other.

The lead teacher of each learning community is a member of the school leadership team.

The following learning areas are taught by the classroom teacher and integrated through an inquiry approach:

English, Mathematics, Social Sciences, Health, Physical Education, Aotearoa NZ Histories and Digital Technology.

In addition to their regular class programme, students spend time with specialist teachers in the HUB Block learning Performing Arts, Visual Arts, Food, Health and Nutrition, STEAM, Digital Technology, and Kaupapa Māori. Our curriculum encompasses academic, cultural, social, sporting and community-orientated programmes.

Whānau will receive two written reports each year. The first report is sent to whānau at the end of term two and the second report at the end of term four. Classroom teachers will make overall teacher judgements using a range of evidence for reading, writing and maths to report an NZ Curriculum level.

Parents are expected to attend the term one face-to-face teacher/parent interview. The purpose of this interview is for teachers to share initial learning observations and for families to ask any questions directly to their child's teacher.

Additionally, students present their learning to whānau in the form of a student-led conference in term 3. This gives whānau an opportunity to see and hear their child's learning through the voice of the child.

BYOD

At Pukekohe Intermediate School, we use Google apps and a range of devices to support the delivery of the curriculum in the classroom. We have a strong focus on digital citizenship and encourage students to interact positively online.

We request that our students bring their own device to school. If a student does not own a device, the school will have a device available for intermittent use.

Extension Programmes

Students are identified through learning assessment data and personal strengths/talents identified by classroom teachers and specialist staff. Students are exposed to rich and challenging tasks that broaden their thinking, content knowledge and ability to problem-solve and collaborate with other learners. Some of these programmes include;

- Extension writing, reading and maths lessons
- Franklin Art festival
- Franklin speech competition
- Franklin Māori & Pasifika Speech competition
- Epro8 Challenge
- Kiwi Assessments - University of Canterbury
- Literacy Quiz
- Readers and Writers Festival
- Yearbook journalists
- Otago University Problem Challenge
- Franklin Mathex competition

Kāhui Ako

We are part of the Pukekohe Kāhui Ako. Kāhui Ako is a group of schools that come together to raise achievement for all children and young people by sharing expertise in teaching and learning.

Learning Support

Pukekohe Intermediate School is an inclusive school, where students with special learning needs are integrated into mainstream classes, with appropriate support. Our teachers cater to individual learner differences by tailoring their teaching to meet every child's needs. This ensures they learn at their level of development.

Students are also selected for support programmes throughout the year.



Accelerate Class

One Year 7 class is established as an accelerate class. Students are 'tested' for this class in Term 4 of their Year 6 year. The class may be re-organised for Year 8.

Assemblies

Learning community and Year group assemblies are held in the school hall. These are opportunities for students to share learning and celebrate excellence.

Attendance

Attendance is compulsory. A note, phone call or email message is required if a student is absent.

You can also text 027 8621 371.

Absences of three (3) days or more must be supported by a medical certificate.

All absences will be closely monitored by our attendance officer who will contact parents daily by text, phone, or email.

Donations

The Board of Trustees has accepted the annual school donations scheme set out by the government. The following items are not covered by the funding and will need to be covered by parents:

- * EOTC
- * NZAIMS Games
- * Musical instrument hire
- * Out of zone bus fares
- * Sports/other teams travel

EOTC

There will be opportunities for students to participate in education outside the classroom.

English Enrichment

English for Speakers of Other Languages
A programme that includes English language lessons on speaking, listening, reading and writing. Students are assessed and placed into groups which are then timetabled to fit within the classroom timetable.

"Your child's two years at Pukekohe Intermediate is a time for exploration with a variety of opportunities offered to engage, support and extend our students".





General Enquiries

All enquiries should be directed through the student centre, class teacher or if necessary, senior management.

Forbidden Items

Drugs, alcohol, chewing gum, cigarettes, vapes, lighters and weapons of any kind are not permitted.

Hardship

The Board provides funding in instances of student hardship. If you would like to know more please speak to a member of senior management.

Hours of Instruction

8.40 First bell
8.45 School begins
10.30 - 10.50 Interval
12.30 - 1.25 Lunch
3.00 School finishes

We encourage students to be at school no later than 8.30 am.

Students will not be released before 3.00 pm from an off-site school event.

Jewellery/Body Piercing/ Make-up

Students are permitted to wear up to two plain studs in either ear.

Sleepers and nose studs are not permitted. No make-up, fake nails or nail polish is allowed.

Learning Community/Classroom

Class composition is undertaken using information obtained from current Year 6 teachers, parents and from selected testing.

Lost Property

Please ensure all items of clothing are clearly named. Lost property items are stored in the student centre. Named items are returned to students.

Lunches

The canteen is run by an outside provider and is operated 5 days a week. A full list of menu items is available. Pre-ordering lunches in the morning is encouraged.

Management Centre

All visitors must sign in and wear the visitor's identification for the time they are on the school property.

Mobile Devices

Students bring devices to school at their own risk. All devices are placed in the classroom lockable cupboard during school hours.

If a student is found using a device during the day or using it incorrectly, it will be confiscated, put in the school safe and a letter will be sent home. The device can only be retrieved by a parent.

Music Tuition

A variety of instrument tuition is available depending on access to tutors.

PTA

Pukekohe Intermediate has a very dedicated and active group of supportive parents and staff working together for the benefit of the school.

Typically the PTA meets four times a year.

School Communication

Newsletters are used to inform parents of school events and activities they are emailed to students and whānau, and posted on both our school website.

Each learning community has a closed Facebook page that parents can access.

Stationery Packs

Stationery packs for both year groups will be sold from the Management Centre at the start of the school year.

Student Centre

Students must sign in and out at the student centre if arriving at school late, or if leaving school early. The student must have parental permission. Parents are requested to collect them from the student centre.

The Arts

Over the two years, students can become involved in cultural activities which include: choir, orchestra, instrumental music lessons, school productions, Kapa Haka and Pasifika.

Urgent Messages

If you have an urgent message please ring the student centre. Urgent messages will be delivered to students. Please try to arrange after school activities outside of school hours.





All students attending Pukekohe Intermediate School are required to wear the official school uniform when travelling to and attending school.

The school uniform can be purchased from the Warehouse, both online and in-store at 124 Manukau Road, Pukekohe.

All students are expected to be clean and neatly dressed. Students are expected to represent the school with pride when in the community.

As part of our SunSmart programme, hats are compulsory during terms one and four when students are outside.

Hats are not to be worn inside.

Winter uniform options

Black stockings, navy blue trackpants, navy blue beanies and scarves can be worn in terms two and three.



Shoes

Must be plain black, lace-up shoes with black laces and black soles. No colour labels or emblems are allowed.

They are to be worn with plain, white socks for girls and black or navy blue socks for boys.

Sandals

Must be plain black leather, and have a back strap.







Whaia ngā Taumata
AIM HIGH

T: 09 238 6568 | **A:** Queen Street, Pukekohe | **E:** admin@pukekoheint.school.nz |
W: www.pukekoheint.school.nz. |
FB: Pukekohe Intermediate School Approved



**Pukekohe Intermediate School
Enrolment Form**

FOR OFFICE USE ONLY:

Year: 7 / 8 Start Date:
 Learning community: Room:
 In zone out of zone
 NSN number:

PRIVACY STATEMENT:

The personal information collected on this form is for school management and statistical reporting purposes. It will not be disclosed for any other purposes except in accordance with the Privacy Act 1993. You have the right under the Act to access and seek correction of the information from the school. Some information may be shared with other agencies. Addresses will be passed onto secondary schools requesting in-zone information and for Board of Trustee Election purposes.

STUDENT DETAILS: (Please print clearly)

Legal surname: <i>(as per birth certificate)</i>		
Preferred surname:		
Legal first names: <i>(as per birth certificate)</i>		
Preferred first name:		
Gender:	Male <input type="checkbox"/>	Female <input type="checkbox"/> Non Gender Specific <input type="checkbox"/>
Date of birth: <i>(dd/mm/yy)</i>	/ /	Birth Certificate attached <input type="checkbox"/>
Students physical address:		Postcode:
Students postal address: <i>(if different)</i>		Postcode:
Previous school:		
Ethnicity:	(1) (2) (3)	
Iwi:	(1) (2) (3)	
Main language spoken at home:		
Siblings previously attended Pukekohe Intermediate School:		

CAREGIVER DETAILS: Caregiver 1 will be the first point of contact for the school

CAREGIVER 1	Relationship to Student:	Living at student's address : Yes <input type="checkbox"/> No <input type="checkbox"/>
Title: Mr/ Mrs/ Ms/ Miss	First Name:	Surname:
Home Phone:	Work Phone:	Mobile:
Occupation:	E-mail address:	
Notes:		

CAREGIVER 2	Relationship to Student:	Living at student's address : Yes <input type="checkbox"/> No <input type="checkbox"/>
Title: Mr/ Mrs/ Ms/ Miss	First Name:	Surname:
Home Phone:	Work Phone:	Mobile:
Occupation:	E-mail address:	
Notes:		

Are there any custody orders the school needs to be aware of? Yes *Legal documentation required* No

EMERGENCY CONTACT INFORMATION:

This information is important should your child fall ill and we are unable to contact the listed caregivers. This contact should be advised that the school could call in an emergency. **Please do not put caregiver information here.**

EMERGENCY CONTACT	Relationship to Student:	Living at student's address: Yes <input type="checkbox"/> No <input type="checkbox"/>
Title: Mr/ Mrs/ Ms/ Miss	First Name:	Surname:
Home Phone:	Work Phone:	Mobile:

MEDICAL INFORMATION:			
Allergies: (mild / moderate / severe)			
Medical Conditions: (mild / moderate / severe)			
Medication required at school:			
Doctor:	Medical Centre:	Phone No:	
FURTHER INFORMATION WE NEED TO KNOW:			
Panadol allowed: Yes <input type="checkbox"/> No <input type="checkbox"/>		Measles vaccination: Yes <input type="checkbox"/> No <input type="checkbox"/>	
Water Safety (please circle) My child can: Swim 50m unassisted Swim 25m unassisted Tread water for survival Needs support			
NON NZ CITIZENS: <i>(Please supply passport and any other relevant documents)</i>			
Country of Citizenship:		Arrival date in NZ:	
Visa Type:	Residency Visa <input type="checkbox"/>	Visa with conditions of study <input type="checkbox"/>	Limited purpose permit <input type="checkbox"/>
Visa Serial No:		Visa Expiry date:	
Status:	Citizen <input type="checkbox"/>	Permanent Resident <input type="checkbox"/>	Student Visa <input type="checkbox"/> Visitor's Visa <input type="checkbox"/>
ENGLISH AS A SECOND LANGUAGE:			
Is English an additional language?		Yes <input type="checkbox"/> No <input type="checkbox"/>	
Other than English, what other language is spoken at home?			
Has your child arrived in NZ within the last 5 years?		Yes <input type="checkbox"/> No <input type="checkbox"/>	
Has your child ever received assistance with learning English?		Yes <input type="checkbox"/> No <input type="checkbox"/>	
BUS INFORMATION:			
Check the route and map information on: pukekohehighschool.nz/school-buses/			
My child will be using a school bus:		Yes <input type="checkbox"/> No <input type="checkbox"/>	
Bus Route Number (if known):			
NON CONTRIBUTING SCHOOLS:			
All students coming from any school, other than contributing schools - East, Hill, Mauku, Patumahoe, Puni, Tamaoho or Valley. Please phone our Student Centre (09) 238 6568 for an appointment if your child has any major health, behavioural, personal or learning needs.			
DECLARATION:			
<i>I understand that Pukekohe Intermediate School does not accept any responsibility for loss or damage to personal property (either my child's property or damage to other people's property caused by my child) and it is my responsibility to check my own insurance policy. YES / NO</i>			
<i>I agree to supporting my child to follow the school values and expectations at Pukekohe Intermediate School. This includes behaviour, uniform, bus conduct and digital citizenship. YES / NO</i>			
Publicity/Publication: <i>I give permission for my child's image, video footage and work to be published on any school-related publication such as the school website, school and learning community Facebook page and/or articles for newspapers. I understand that for internet based publications, all attempts will be made to preserve my child's privacy. Full names and other personal information that may identify my child will NOT be published. This permission applies for the length of my child's enrolment at Pukekohe Intermediate School. YES / NO</i>			
<i>The information supplied on this enrolment form is true and accurate and may be held by the school. I understand that the school will take action on my behalf in case of injury or sudden illness.</i>			
I HAVE READ THE REQUIREMENTS PUBLISHED IN THE SCHOOL PROSPECTUS AND AGREE THAT MY CHILD AS A PUPIL, AND I AS A PARENT / CAREGIVER, ARE BOUND BY THESE REQUIREMENTS.			
PARENT/ CAREGIVER: _____		SIGNATURE: _____	
DATE: _____			

REQUIRED SUPPORTING DOCUMENTS

New Zealand Citizens - copy of NZ birth certificate or NZ passport or Citizenship certificate

Non New Zealand Citizens - copy of Student's passport and residency visa or Parent's work visa and Child's visa

A copy of the student's most recent school report

Bus Code of Conduct (if applicable)

Completed out of zone form (if applicable)

Pukekohe Intermediate School

Enrolment Scheme



**All Out of Zone Students will incur a bus fee*

Home Zone

All students who live within the home zone as shown on the attached map shall be entitled to enrol at Pukekohe Intermediate School.

Starting at Kitchener Road and travelling along Tuakau Road (including Webb Street and Quarry Road) then along Woodlands Road into Upper Queen Street and down into Cameron Town Road to the Waikato River. Follow the Waikato River to the southern end of Bregman Road, including Elbow Road. Travel North along Arrowville Road into Eastern Drain Road and Wily Road to Waiuku Road.

Travel West along Waiuku Road, to the intersection of Waiuku Road and Titi Road, (including Waller Road, and Wild Woods Rd). Then from the intersection of Waiuku Road and Titi Road to the intersection of Sommerville Road, and Glenbrook Station Road. The section between Glenbrook Station Road and Waiuku Road is not included. Travel along Sommerville Road and then into Quinn Road to the intersection of Quinn Road and Gearon Road.

From the intersection of Quinn Road and Gearon Road travel across country North East to Glenbrook Road where it meets Glenbrook Beach and from this point travel along Glenbrook Road including Blomfield Lane, Kingseat Road until it intersects with Irwin Road and Batty Road (up to Irwin Road). Continue along Glenbrook Road, until Charles Road. Travel south down Ostrich Road and into Ostrich Farm Road. Turn right into Heights Road as far as the intersection with Gun Club Road. Travel across country to the intersection of Times Place and Beatty Road. Travel across country to the southern intersection of Adams Drive and Paerata Road (Loughbourne Drive not included). Paerata Road north of Adams Drive southern end not included). Travel around Adams Drive including no exit roads.

Travel east from this point to the intersection of Cape Hill Road and Valley Road.

Travel North along Cape Hill Road (not included) and then along Tuhimata Road (not included) to the intersection of Tuhimata Road (not included) and Bush Road (included). Then travelling North West to the Southern point of Needham Road (not included) and then across country North East to the intersection of Kincora Lane and Runciman Road (Runciman Road included). And then travel across country South East to the intersection of Kern Road and Patrick Lane. Travel from this point across country South East to the intersection of Great South Road (not included) and Ambush Road (not included) and then along Ambush Road (not included) and then across country South crossing the Western end of Ingram Road (not included) and the Eastern end of Rutherford Road (included) to the intersection of Harrisville Road and Mill Road.

From the intersection of Harrisville Road and Mill Road (not included) travel South along Jericho Road to Ruebe Road (Ruebe Road included).

This area forms the boundary of Pukekohe Intermediate's zone but is not included as in zone. From the intersection of Ruebe Road and Harrisville Road to the intersection of Harrisville Road and Logan Road and then following Logan Road to the intersection of Logan Road and Yates Road and then to the intersection of Yates Road and Station Road. Then travelling north around Pukekohe Racecourse to the intersection of Buckland Road and Kitchener Road, this section is not included. Then travel along Kitchener Road back to the intersection of Kitchener Road and Tuakau Road (West side only) back to the start of the zone.

Both sides of all roads are included unless otherwise stated.

All residential addresses on boundary roads and no exit roads off boundary roads are included in the zone unless otherwise stated.

Special Programmes

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

Out of Zone Enrolments

Each year the Board of Trustees 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 circulating 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 enrolments 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 - Will be given to applicants who are siblings of current students.

Third Priority - Will be given to applicants who are siblings of former students.

Fourth Priority - Will be given to any applicant who is a child of a former student of the school.

Fifth Priority - Will 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 - Will 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 by the Secretary 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 will be required to give proof of a sibling relationship.



Further Information

- Get information about a school near you by using the find a school tool on the Education Counts website
- Check out the enrolment zone of a school on the NZ schools website
- Read more about how enrolment schemes are managed on the Ministry of Education website

Pukekohe Intermediate School

Application for Out of Zone Enrolment



Student Details:

Name of child: _____

Date of birth: (dd/mm/yy) ____ / ____ / ____ Current year level: _____

Previous School: _____

Does your child have a brother/ sister at Pukekohe Intermediate School?
YES/ NO

Brother/ Sister's name: _____

Has your child had a brother or sister at Pukekohe Intermediate School in the past?
YES/ NO

Brother/ Sister's name: _____

Parent/Caregiver Details:

Parent/ Caregiver Names: _____

Residential Address: _____

Phone number: _____ Mobile number: _____

Email: _____

For out of zone children to be included in the ballot,
this form **MUST** be returned to
Pukekohe Intermediate School by
4.00 pm on Wednesday 6 September 2023.

If a ballot is necessary, it will take place on **Wednesday 13 September 2023.**
All applicants will be notified in writing by **Friday 15 September 2023.**

*Please complete and return this form to Pukekohe Intermediate School, Queen Street, Pukekohe,
post to PO Box 768 Pukekohe 2340 or email admin@pukekoheint.school.nz*

Pukekohe Intermediate School

Bus Code of Conduct Form



**All Out of Zone Students will incur a bus fee*

Student Name _____ Room _____ Bus Number _____

The caregiver and the student should ensure they have read and understood this document, which is to be adhered to for the safety of the bus driver and all students travelling on the bus.

I _____ (student),
agree to abide by the behavioural expectations described below:

- When I am a seated passenger, I will remain in my seat for the whole journey.
- I will not eat on the bus or throw anything inside or out of the bus.
- If I am a standing passenger, I will stand quietly and not push or move around the bus.
- I will respect other students and their property at all times (this includes pushing, verbal or physical abuse, or any other behaviour that may distract the driver).
- I will use socially acceptable language when conversing with the driver and/or other students and I will not speak at a volume that may distract the driver.
- I will respect the property of the bus operator at all times (e.g. refraining from standing on seats or vandalising the vehicle in any way).
- I will not engage in any behaviour that could put the driver or other students at risk.
- I will observe the requirements and instructions of the bus driver and the teacher/s responsible for bus duty at all times.
- I understand that any damage I cause to the bus will result in my caregiver being billed for the cost of repairs.

The safety and comfort of everyone on the bus depends on a standard of behaviour and consideration for others that is expected in the classroom. We hope that caregivers will support the school in maintaining these standards of behaviour.

IF THIS CODE OF CONDUCT IS BROKEN:

- The student will be placed on a daily report for one week and the caregiver will be notified immediately.
- If no improvement is evident after one week, an interview will be arranged between the student, caregiver(s), and school.
- If there is still no improvement, travel on a school bus will be withdrawn, and the caregiver will be required to find alternative transport to get their child to school.
- In extreme cases of misbehaviour, the privilege of travelling on a school bus could be withdrawn immediately.

AGREEMENT

I agree to abide by the conditions of this contract and understand the consequences if I do not.

STUDENT: _____ SIGNATURE: _____

CAREGIVER: _____ SIGNATURE: _____

PRINCIPAL: _____ SIGNATURE: _____

BUS OPERATOR: _____ SIGNATURE: _____

Please complete and return this form to Pukekohe Intermediate School, Queen Street, Pukekohe, post to PO Box 768 Pukekohe 2340 or email admin@pukekoheint.school.nz