



**Tapanui School**

**Newsletter No 2**

**Friday 8 February 2019**

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This week has flown by with a little break in the middle. This week we welcomed Tiana to Tapanui and hope that she and her family enjoy their association with our great little school.

Thank you to those who came to the **Picnic** and our **Meet the Teacher** sessions earlier in the week. The kids had a great night with a few games and of course, the lollie scramble was a highlight! We trust you found the meetings with each Team informative. Remember you can contact your child's teacher at any time by email [firstname@tapanui.school.nz](mailto:firstname@tapanui.school.nz) Links are provided on the school website. You are also welcome to pop in to see them by appointment before or after school. We will have our usual Three-Way Interviews in about 5 weeks to set goals and give initial feedback on learning.

Each year it is a requirement that we publish our **Complaints** procedure. You can find this on page two of this week's newsletter and on our website. Please familiarize yourselves with this.

At this time of year we like to remind students about the importance of being sunsafe. The sun-safe procedures at Tapanui School require all students to wear the navy 'bucket' sunhat during breaks. Students who choose not to wear a sunhat are directed to the shade house to play. Skin cancer is the most common form of cancer in NZ. Protecting your skin when you're young can make a big difference to your health later on in life. It is very important therefore, for us to be sun-smart now! Remember the slogan: **Slip** - on a shirt, and into some shade, **Slop** - on some sunscreen, **Slap** - on a hat, **Wrap** - on some sunglasses! The SunSmart website [www.sunsmartschools.co.nz](http://www.sunsmartschools.co.nz) is another place where you'll find more information. Parents, to assist us with this, please remind your children to wear their hat at each break. Hats may be left at school in the child's tray or cubby or in a bin provided by the teacher.

### John Parsons

A reminder that John Parsons, Internet safety guru, is here towards the end of term on **Thursday 11 April**. As in previous years he will run a session with each Team grouping during the school day. There is a Parent Night at 7.30pm. Get this in your diary now.

### Whakaakoako Hub / Kapahaka

We have been informed that the Hub will not be running this year due to a change in priorities for the Hokonui Runaka. We are having initial conversations with BMC regarding the start of a Kapahaka group so this might be something that students can get involved in if they are interested.

## **Resignation**

It is with some degree of sadness that I am announcing the resignation of Miss Abbie Gibson. Abbie has been with us now for just over 6 years and has been a wonderfully dedicated teacher to all her students over this time. Abbie has accepted an appointment to a school in Hamilton and that role begins at the start of Term 2. I want to take this opportunity to thank Abbie for the many ways she has contributed to our school and the roles she has so readily accepted, especially in the areas of Māori liaison and cultural transformation and also her contribution to ICT development and digital / blended learning. We wish her all the very best in her new job. A replacement teacher for Miss Gibson is being sought and once the appointment process is complete I will announce the new teacher.

## **Complaints Procedure**

Each year we are required to publish our complaints procedure. A copy of the full document is available on request from the school office and is also on the school website.

The BOT encourages positive relationships between students, staff and parents/caregivers at Tapanui School, realising that no policy or procedure will cover every situation, and asks that common sense prevail so that children's learning is not disrupted.

### ***PARENTS***

If the concern or complaint is about classroom organisation or something involving a teacher or children this should first be discussed with the teacher concerned.

If the concern is minor the parent/caregiver should contact the staff member in person or by phone and arrange an interview time outside teaching hours.

When arranging an interview time the nature of the concern should be stated so that relevant documentation can be organised.

A parent/caregiver may bring a friend or support person to the interview, but this should be stated when organising the meeting.

If after discussion with the teacher, there is still concern, the Principal should be contacted.

The Principal may set up an interview with the teacher on behalf of the parent, or together they may discuss the issue with the teacher.

Complaints will be handled discretely by those involved and, after both parties have discussed the issue, it will usually be resolved.

If the Principal feels that the concern cannot be resolved easily or needs further clarification, the parent may be asked to put the complaint in writing.

If, after talking with the teacher and principal, the parent/caregiver feels the issue is still unresolved and the situation is still unsatisfactory they should write to the BOT via the Principal. If the issue has been with the Principal rather than with a staff member the parent/caregiver should contact the BOT Chairperson either verbally in the first instance or in writing.

Letters written to the BOT should allow at least one week before their meeting [usually on a Wednesday held twice each term] so that background information can be gathered. The BOT will usually deal with complaints 'in committee' so that confidentiality is maintained.

The Principal shall communicate with the person making the complaint to outline procedures and action taken by the BOT.

It is predictable that from time to time misunderstandings will occur or concerns arise which need to be addressed. In the event of a complaint, please follow the steps above.

**PLEASE CONTACT THE OFFICE IN THE FIRST INSTANCE FOR THE FOLLOWING:**

**ABSENTEES** - Notifying the office can be done in several ways, Phone—2048614, Email—office@tapanui.school.nz or in the School App (skool loop) there is an absentee page that has school contact details and you can phone, text or email via this app. The office will then pass information onto your childs' homeroom teacher.

When leaving a message by phone, text or email, please provide the reason for being absent eg sick, doctor, holiday, Kip McGrath, bereavement etc as this information is recorded.

**ARRIVING AT SCHOOL AFTER 9AM** - Please report to us at the office if children arrive at school late so rolls can be updated and we can account for their whereabouts.

**ADMINISTRATION OF MEDICATION** - If medication is required to be taken during school hours there are forms at the office caregivers are required to complete and sign. Medication will to be held at the school office and a record of when and how much medicine has been administered will be kept. Medicine is not to be kept in school bags.

**PARENTS AND VISITORS** - Please sign the visitors book in the office when first arriving on the school grounds during school hours. This applies when picking children up early or if you're picking them up for an appointment during the day. In the event of any emergency it is important we know who is on site at all times.

**UPDATES TO PHONE, EMAILS, HOME ADDRESS AND AFTER SCHOOL BUS DETAILS**

**PTA AGM**

Tuesday 5 March  
Blue Room  
7.30pm

All welcome.

**SUN HATS** The school Sunsafe Policy requires a sunhat to be worn outside during play and lunch in Term 1 & 4 of the school year. Children without hats will be directed to the shade house

**PIE WARMER IS AVAILABLE FRIDAYS ONLY DURING TERM 1**

**SCHOLASTIC BOOK CLUB** Issue 1 was sent home today and closes on Friday 22 February.

**UPCOMING EVENTS**



Feb 11-13	Yr 4, 5 & 6 Camp	Fri 15 Feb	WO Swimming Sports
Wed 20 Feb	WO Athletics	Tues 5 Mar	SO Swimming Sports
Tue 12 Mar	Eastern Athletics	Tues 19 Mar	SO Triathlon
Fri 22 Mar	Teacher Only Day	Mon 25 Mar	Otago Anniversary Day
Thur 28 Mar	Swimming Carnival		

**Stay "in the loop" in 2019 with our school app!**

Events | Cancellations | Notices  
Newsletters | Permission slips  
Instant notifications | Absentees

Simple free download:  
In Google Play & App Store  
search "Skool Loop" & choose  
our school once installed.

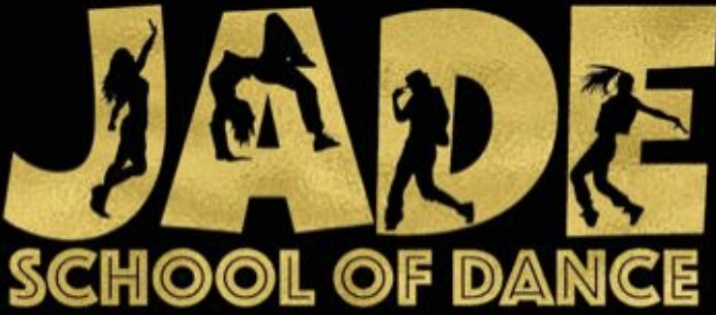
## West Otago Junior Cricket for Years 4-6

Practice will be on a Wednesday after school at the cricket nets on the BMC field, starting on Wednesday 13 February.

First game is on Friday 22 February.

Subs are \$15

Any enquiries please call Hamish Ottrey on 0276042112



**JADE**  
**SCHOOL OF DANCE**

**HIP HOP CLASSES- TAPANUI**  
**WEDNESDAYS-Ages 5-18**

Contact –[mcdowalljade@yahoo.co.nz](mailto:mcdowalljade@yahoo.co.nz)  
0273138305 or find us on Facebook



## ORIGINAL MOA FLAT TRAIL RIDE

**2nd & 3rd March 2019**

521 Wilden School Road, Moa Flat

Signposted from Edievale off State Highway 90, Raes Junction to Tapanui

**WHAT:** 2 x 45km loops, suitable for ATV PLUS ADDED EXTREME SECTIONS

15-20km Pee Wee track **NEW**

Car Park Pee-Wee track

**ENTRY:** ON THE DAY ONLY

**TIME:** Sign in from 8.00am. Gates open at 9.00am. Last rider out at 3.00pm

**COST:** \$45 Senior one day \$70 two days

\$25 Junior under 16 – must be accompanied by an adult – \$40 two days

**BIKE:** Spark arrester required, mechanically safe and sound

**RIDER:** Helmet, suitable footwear required, own fuel

great Family Fun

**\*\*Your welcome to camp\*\***  
bring own provisions

**Food is available to purchase both days**

This is a fundraiser for West Otago Swimming Pool

## Welcome to the Post Xmas T Ball Season

All games played at the Gore Show Grounds.  
Entries in by Monday 18th February.  
Games to commence 22nd February through  
6 weeks 29th March.

Commence 4pm.

Juniors 5-7 yrs Play through 3 full innings.

Seniors 8-10 yrs. Play through 4 Full innings.

9 Players per Team. Ideal.

All Equipment and gear Supplied.Fees.

3 Children playing per Family \$30.00

2 Children Playing per Family \$25.00

1 Child playing per team. \$15.00.

Thank you.

Heather Hetaraka. ESSA.

## Piano and Keyboard Tuition

I have vacancies available  
for piano and keyboard  
tuition.

I live in Gore and teach at  
home. Please phone  
Judith Sutherland 2081741