



PROSPECTUS



WELCOME TO NAYLAND PRIMARY SCHOOL AND COMMUNITY

Principal's Message

Tena Koutou Katoa

As a staff we are pleased to present this information booklet to give you an insight and guide to the wide range of programmes, activities and opportunities available at our school.

We are delighted to have your child at our school. We hope that you and your family will quickly become part of our friendly school community and feel at home here.

We are a moderately large primary school. We strive to retain a close “family” feeling within the school, and to be a school for our whole community.

At Nayland Primary we take great pride in creating a learning environment where all children are valued and given the opportunity to develop academically, socially and physically in a safe and caring manner.

Il school programmes and activities are aimed at meeting the needs of all children, giving them the opportunity to extend their learning and to provide them with a wide range of educational experiences both at school and in the wider community.

We welcome parent involvement in our school in all sorts of ways - from helping children in the classroom with reading, writing or maths - to preparing school lunches, fundraising, having fun at sports or in the library, supervising road patrol or just playing games with the students at lunchtime. The list is endless.

As parents and caregivers you are a valuable part of Nayland Primary. We look forward to developing a strong partnership with you, where we all work together to make your child’s learning a positive experience.

Nayland Primary has a supportive Board of Trustees, together with enthusiastic and capable staff. We look forward to working with you in our unique environment.

Janice Gulbransen
Principal



OUR SCHOOL

OUR HISTORY

Nayland Primary opened in 1961 in a rural environment as a three teacher school with a roll of 105 children. The roll increased rapidly to 763 in 1975 with 27 teachers. In 1976 a second school opened close by and the roll decreased to 444 children. The decline continued until 1986 when student numbers again began to grow. This increase has continued and been carefully managed. The current average roll is 400. The school has had five principals since it opened.

OUR ENVIRONMENT

We are located next to Nayland Kindergarten and Broadgreen Intermediate, with Nayland College and the Nayland Pool complex across the road. We have a pleasant environment, with large grassed areas, well kept gardens and established trees around the school border.

Other facilities include :

- Recreational asphalt areas including three netball / basketball courts.
- Two adventure playgrounds.
- Three sandpits.
- Two swimming pools.
- Multi Purpose Learning Centre.
- 18 classrooms.
- Modern administration building.
- Large library and Resource Centre.
- Stoke Community Oral Health Clinic on site.
- Modern classroom resources – computers - both laptop and desktop, DVD equipment, CD players, presentation screens, data projectors.
- School phone / computer network.



OUR STUDENTS

We are proud of our students and what they achieve. The children are aged 5 to 11 years. They are curious, open, energetic, eager to please, responsive and supportive of each other. About 73% of them are Pakeha / European, 14% Maori, 2% Pasifika, 4% Asian and 7% other nationalities. Our students demonstrate a range of abilities, interests and talents. A small number of our children are international students.

OUR VISION

- Confident Learners
- Connected Community
- Achieving Brilliance
- Kia Kaha

OUR VALUES

Respect
Responsibility

Inclusion
Caring

Honesty

CURRICULUM

LITERACY

We aim to have students who :

- speak, listen, read, view and write appropriately for a range of audiences and purposes;
- know and understand the conventions of English language;
- are confident and effective communicators;
- have the ability to create.



MATHEMATICS

We aim to have students who :

- understand that mathematics is relevant and essential in all areas of their lives;
- develop the ability to calculate, estimate and reason logically;
- solve problems mathematically through applying basic skills learned, discovering patterns of shape and number, making models and interpreting data.

THE ARTS

We aim to have students who :

- appreciate and understand their own heritage and other cultures;
- recognise the contribution and achievement of people in the arts;
- understand, express and communicate their ideas and experiences through visual art, music, dance and drama;
- view, listen and respond to creative works.

TECHNOLOGY

We aim to have students who :

- develop technological skills and understandings;
- develop adaptability required to function in a changing world;
- develop the skills of problem solving, design, construction, communication, critical thinking, analysis, synthesis and evaluation;
- learn how technology influences the lives of people and is used to meet human needs.



HEALTH and PHYSICAL WELL BEING

We aim to have students :

- gain the knowledge, skills, attitudes and values to enjoy a healthy lifestyle and to contribute actively to the wellbeing of other people and their communities;
- take increasing responsibility for their own health and physical fitness;
- participate in a variety of individual and team activities.



SCIENCE

We aim to have students who :

- ask questions of the world around them;
- make predictions and apply sound investigative skills to test their hypotheses;
- extend their knowledge, skills and attitudes through scientific research and discussion.

SOCIAL SCIENCES

We aim to have students who :

- understand how people from different cultures, times and places make decisions and meet their physical, social, emotional and spiritual needs;
- understand their rights and responsibilities as members of a family and democratic society;
- understand New Zealand's bicultural heritage and multicultural society.

INTEGRATED CURRICULUM

KEY COMPETENCIES

- The New Zealand Curriculum has five Key Competencies :
Thinking, Participating and Contributing, Managing Self, Relating to Others and Using Signs and Symbols.
- Class programmes incorporate these competencies in all aspects of learning.

CULTURAL UNDERSTANDING

- Kapa Haka group meet weekly.
- Accredited to teach international students.



ENVIRONMENTAL EDUCATION

- Children are made aware of environmental issues and actively participate in actions to reduce their impact on the school environment.
- Each class has a representative on the Enviro Group, which meets twice a term to reflect on actions undertaken.
- The community is kept informed of Enviro Group action through the school newsletter .



LEARNING WITH DIGITAL TECHNOLOGIES

- Access to computers, (desktops / laptops), iPads, Chromebooks, digital cameras ...

LIBRARY

- Access to library during class visits and at lunchtimes.
- Computers for administration, title / author / category search and for information / research including internet access and issuing.
- Library assistant.
- Student librarians.
- Parent helpers - repairing books, etc.
- Protective bags used by students.



TE REO AND TIKANGA

- Two year overview for theme and topic planning.
- School Kapa Haka Group.
- School-wide events - Matariki Art Competition, Maori Language Week, Cultural Days.
- Whanau Group supporting Maori families.

PERFORMING ARTS

- School Variety Show involving all students - Dance/ Drama/ Song.
- School speech-making programme / Interschool Competition.
- School / syndicate assemblies.
- School choir and orchestra.
- Recorder groups.
- Visiting performers.



SPORTS CO-ORDINATOR

- School teams in Netball, Basketball, Softball, Volleyball, Touch, Cricket, Rippa Rugby, Mini Soccer ...
- Variety of specialist sports programmes in class time.
- School and Interschool Sports Days for Athletics, Cross Country and Swimming.

LEARNING SUPPORT

COMMUNICATION IN ENGLISH

- English as a Second Language teaching.
- Accreditation for teaching international students.
- Individual and small group learning experiences.
- Orientation activities.
- Quality resources for teaching and learning.
- Classroom support and integration.
- Celebrating first culture and language.

HEALTH NEEDS

- Teachers with current first aid training.
- Skilled support staff and teachers.
- Specialist facilities - toilets, ramps, withdrawal areas.
- Sound systems in some classrooms.
- Keeping Ourselves Safe / Life Education involvement.
- Ongoing home / school contact.
- Community Dental and Health Clinic on site.

LEARNING EXTENSION

- Identification of students each year.
- Enrichment and extension activities weekly in class and/or in withdrawal groups.
- Correspondence School support.

LEARNING NEEDS

- Reading Recovery
- Rainbow Reading
- Speech / language
- Special Education Co-ordinator
- Extra individual / small group teaching in literacy / numeracy
- Reading Teacher
- Teacher Aides in classrooms
- Individual Education Plans
- Correspondence School support

SOCIAL NEEDS

- Experienced, supportive staff.
- Individual Plans for students with identified needs.
- School Behaviour Management Plan.
- Class behaviour management programmes.
- Clear expectations - monitored and reinforced.
- Student Welfare Co-ordinator (staff member).
- Student Peer Mediators (Cool Schools programme).
- Experienced teacher aides.
- Life Education; Kia Kaha involvement.



SPECIALIST SUPPORT

- Resource Teachers of Learning and Behaviour
- Resource Teacher of Literacy
- Ministry of Education personnel :
 - Hearing Impairment Advisers
 - Behaviour Support Workers
 - Speech Language Therapists
 - Educational Psychologists
 - Occupational Therapists
 - Physiotherapists
- Nelson/Marlborough District Health Board Hearing/Vision Testers
- Blind and Low Vision Education Network NZ Teachers
- Van Asch Deaf Education Centre Teachers

GENERAL INFORMATION



ABSENCES Our Attendance Officer checks unexplained student absences daily. We are required to record whether an absence is justified.

ASSEMBLIES We enjoy having parents attend our assemblies. Whole school assemblies are usually held every second Friday. Syndicate assemblies are held fortnightly. Assemblies are a great opportunity to recognise student achievement, view class items and acknowledge personal milestones.

BEHAVIOUR

At Nayland Primary everyone has the right to work and play in a safe, friendly and co-operative environment.

Student Rights

- To be safe at school.
- To learn without interruption.
- To be recognised for effort and achievement.
- To be trusted.
- To be respected.
- To learn in a clean, attractive environment.

Staff Rights

- To teach students who are co-operative.
- To be respected.
- To work in a clean, attractive environment.

To make this possible we :

- show manners and courtesy – “please”, “thank you”, excuse me”;
- set a good example to younger students;
- respect school and others’ property;
- act appropriately in safe places, using safe rules;
- be thoughtful, co-operative and tolerant of others;
- be honest with ourselves and others;
- be friendly and helpful;
- look for the good things in others.

For students who cannot respect these rights there are consequences, which follow our school Behaviour Management Plan.

BOARD OF TRUSTEES

The school’s governing body is elected every three years. The Board meets monthly and also has sub-committee meetings. Minutes of Board meetings are available at the school office.

Our Board aims to :

- develop a safe and supportive learning environment;
- maintain and support a motivated, skilled staff team;
- involve the community in fostering excellent student achievement.

BELL TIMES

8:55am	School starts
10:30 - 10:50am	Interval
12:30 - 1:25pm	Lunch
2:55pm	School closes

CHOIR

Students in Years 3–6 can join the school choir which performs at both school and out of school functions.

CYCLING TO SCHOOL

We endorse Police recommendations that students under the age of 10 years should not cycle alone on the road. We encourage families to support their children in biking to school.
All cycles and scooters must be parked in the school cycle cage or pad behind the Stoke Oral Health Clinic daily.

DENTAL HEALTH

The Stoke Community Oral Health Clinic is based at Nayland Primary School. The clinic phone number is 539-5321.

EDUCATION REVIEW OFFICE REPORT

The 2015 ERO Report on Nayland Primary School may be viewed on their website : www.ero.govt.nz.

ENROLMENT**General**

Student enrolment is usually completed by the Principal. Please bring:

- New Entrant - birth certificate or passport and immunisation certificate.
- Student transferring from another school - a recent school report and/or transfer form.

You will fill out a school enrolment form and receive :

- a questionnaire on your child's talents, needs, preferences, etc.
- a medication authorisation (if necessary);
- a Digital contract;
- a class stationery list;
- general information about Nayland Primary.

Preparation for Starting School :

- * Preschool visits commence five weeks before New Entrants start school.
- * Information sessions are held regularly, where parents are offered a 'Smart Start' kit which includes a Literacy pack - to help parents prepare children for school.
- * Rainbow Club – this Literacy and Numeracy programme held one afternoon per week commences 5-6 weeks before New Entrants start school, but can extend to one term if needed. Parents and children are involved in typical classrooms activities with the Junior Syndicate Leader.

FEES

An annual worksheet charge covers paper/photocopying costs. The Amenity Donation provides equipment such as sports gear, computer software, library books, resources and class materials. Students may also be required to pay for camp fees, sports participation, travel costs, visiting performers and other activities.

HEALTH NURSE

The Public Health Nurse for the Stoke area meets regularly with families in the Stoke Oral Health Clinic. Her phone number is 546-1537.

ILLNESS or INJURY AT SCHOOL

Minor injuries / illness are dealt with in the medical room at school. All permanent teachers and most support staff hold a current first aid certificate.
Parents and emergency services are contacted when an injury is more serious.

KAPA HAKA

All students are invited to participate in the school Kapa Haka Group. The group meets each week to sing waiata and perform haka. During the year the group also performs at assemblies, and visits local pre-schools and community groups. It leads the school in mihi whakatau, (informal welcome), powhiri (formal welcome) and special ceremonies.

LIBRARY	Students are encouraged to take library books home and to exchange these regularly. The library is open at lunchtime each day, when student librarians assist. Books can be issued at lunchtimes and during class times. Our library issuing system is electronic.
LUNCHES	Healthy lunches can be ordered through the school canteen daily. Orders are placed in a container at the school office prior to 8.55am. Lunches are delivered to classrooms at lunchtime.
OUT OF HOURS MUSIC / ART CLASSES	Depending on Ministry of Education funding annually, these weekly after school classes based at Nayland Primary are offered to students from Stoke schools. There are no tuition fees but students provide their own instruments and meet material costs.
PARENT CONCERNS	We encourage parents to contact the school whenever they have any concern or query about their children's progress at Nayland. Teachers are approachable and keen to discuss any matters.
PARENT HELPERS	<p>We love to have parents actively participating in school activities and being part of their children's education. Activities include:</p> <ul style="list-style-type: none"> - playground games - sports - fundraising - library - word processing - in classrooms (reading, writing, maths, etc.) - road patrol duties - school lunches - banking - repairing / making resources - Board of Trustees committees <p>An invitation to become involved is included in the school newsletter at the beginning of each year and offers to help can be made at any time.</p>
PERSONNEL	<p>Principal Deputy Principal Associate Principal 4 Syndicate Leaders Special Education Co-ordinator Maunga Syndicate 4 or 5 Year 4/5/6 or 5/6 teachers Moana Syndicate 4 or 5 Year 3/4 teachers Awa Syndicate 3 or 4 Year 1/2 teachers Whenua Syndicate Average of 3 New Entrant / Year 1 teachers</p> <p>Part Time Teachers Average of six Sports Co-ordinator ICT Network Technician Support Staff Executive Officer Office Manager Library / Resource Assistant Teacher Aides Caretaker Four Part Time Cleaners</p>
PLAYGROUND SUPERVISION	Teachers and support staff supervise the playground at morning interval and lunchtime.
POLICIES / GUIDELINES	These are contained in a booklet in the school reception area. Parents / caregivers are welcome to request copies at any time.

REPORTING TO PARENTS

Meet the Teacher Evening

Early in Term 1 - an opportunity to meet with your child's teacher in their new classroom and to hear and discuss the planned programmes and expectations for the year.

Goal Setting Meetings

Terms 1 and 3 – an opportunity to discuss your child's learning goals and view their learning activities.

Student Led Conferences : Terms 2 and 4.

Newsletters

Weekly school newsletters can be viewed on the school website:

www.naylandprimary.school.nz

RESPONSIBILITY

Students learn responsibility through being entrusted with tasks and placed in leadership roles. Our students assist others and staff through House Team leadership, Peer Mediation and Monitor duties – Classrooms during wet lunchtimes / intervals, Library, Road Patrol, PE Shed, bell ringing.

ROAD PATROL

The Nayland Road pedestrian crossing is supervised by a staff member or other adult with two student monitors :

Morning 8.25 - 8.50am Afternoon 2.55 - 3.15pm

SECURITY

The school welcomes visits by parents out of school hours - to enjoy the swimming complex, playgrounds or field for sports activities.

SMOKING

Nayland Primary is a 'smoke-free' school. No smoking is permitted inside the school grounds or buildings.

SPORTS PROGRAMME

Physical education / sport are an integral part of our daily programme, emphasising fitness, physical and mental health and widening students' knowledge and experience of games and leisure activities. The focus is on skill development, participation, appreciation and enjoyment.

All syndicates have sports afternoons weekly.

We employ a Sports Co-ordinator to support sport development at our school.

We offer a wide variety of opportunities for students to play in school sports teams. Information about these teams is sent home each term in a separate newsletter. Our school newsletter gives updates on sports teams and events.

Our school follows the 'Fair Play' charter which students and coaches are asked to comply with.

SWIMMING

All students are taught swimming skills as part of the Physical Education Curriculum. We have a larger shallow pool for swimming instruction and a second deep pool for learning survival skills.

STATIONERY

The school office supplies a full range of stationery.

SUNSCREEN / SUNHATS

All students must wear a navy bucket or wide-brimmed hat in Terms 1 and 4.

Students are encouraged to wear sunscreen daily - available in classrooms.

**SWIMMING
COMPLEX**

In late November families may purchase keys at reasonable rates for use of the complex from December to March during after school, weekend and holiday hours.
Parent volunteers assist with regular water testing during the holidays.

**TRIPS /
CAMPS**

Classes have organised trips to support learning programmes.
An EOTC form signed at enrolment gives teachers permission to take students out of school. Some trips will incur costs.
Year 5 and 6 students attend a camp biennially.
Year 3 and 4 students are involved in a variety of outdoor experiences.

UNIFORM

Our students wear a regulation uniform which we feel engenders high standards and pride in the school and its work.
Our students are expected to be clean, neat and tidy in their dress, grooming and personal hygiene.
They are required to wear a navy bucket or wide brimmed sun hat in Terms 1 and 4.
Clothing can be purchased from The Warehouse, Nelson.
Some second hand uniforms are available at the school office.

WALKING

Children are encouraged to walk to school.

**YMCA
AFTER SCHOOL
CARE**

YMCA operate a quality child care facility at school from 3.00 - 5.30pm daily during the school year. The maximum number is 30 with three supervisors. For further information contact YMCA Nelson.