

Henderson Intermediate School

NEWSLETTER 1

Term 1 | Week 1 | Tuesday 2nd February 2021

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Kia Ora Talofa Guten Tag Bonjour Malo e le lei Kia Orana Fakalofa lahi atu Goeie Dag Sawadee Croeso Bula Fáilte

Kia ora koutou

Warmest greetings to you all and welcome to the 2021 School year. We are looking forward very much to working with you and your special young person over the year. Please do not hesitate to contact your child's teacher if you have any issues or concerns.

Let's hope that 2021 is a very different year for us all. We are reminded about being careful so that we do not end up having another Lockdown!

For those of you who may not know yet, right at the end of last year the Board put in a Bike Track for us. This runs around the field and it is fantastic. Please feel free to come down in the weekend and bring your children to ride on the track. The Board also installed 8 Basketball shooting hoops and these are something that our children really love.

Our School is passionate about engagement with families. We know how critically important it is for you to be closely engaging with us on a regular basis. When parents work together with schools their children have success in their learning. We believe that every student has a right to succeed. We want to do everything we can to ensure that your child reaches "better than their potential." We are in a privileged position! Working with your child each day is a privilege and a pleasure. The middle years are a most exciting time. This is a time of huge change emotionally, socially, physically and academically.

To the families of our Year 7 students - we hope that you and your child have a wonderful time being part of our school whānau. This is the time of opportunity, a time for your child to try out many different things and to find out what their real interests and strengths are.

To our Year 8 students and their families, may this year be a time of you really growing and developing the new skills that you gained last year.

The growth over these two years is the second most significant time of growth for any human being. Teaching children at this stage is very specialised. Our teachers will meet the needs of your child and will help them to achieve. They are determined to see every child in their class, have success. We are only a phone call away if ever you need to talk to us about anything at all. All our homeroom teachers will be contacting you through Classroom Dojo. This means that you will have very regular contact from your child's teacher. One of the positive things from the Lockdowns, was that teachers found they had much better communication with parents and whānau.

CONTACTING YOUR CHILD'S TEACHER

From time to time you will want to contact your child's homeroom teacher. Our teaching team put in long hours and one of the things that we want to ensure this year is that teachers are not being contacted at home at night or during the weekend. Like all of us they have families of their own. **Times when you can meet face to face with your child's teacher are: Any week day from 8.15am to 4.00pm by appointment. If you need to contact your child's teacher you can expect a response Monday – Friday from 8.15am to 5pm.** I am always able to be contacted on my cell phone any day at all.

STAFFING 2021

We warmly welcome new teachers: Keith Beattie, Charlotte Owen and Theresa Vaiula. Theresa is already well known to many of you as she has spent many years here as a Teacher Aide. The last three years she has done the online Teacher Training Programme. Keith Beattie was here as a teacher trainee last year so students in Room 20 know him well already. It is always nice to have people come back to the School

where they did some of their teacher training work. Charlotte is local and we are very pleased to welcome her too. We also warmly welcome 3 new Teacher Aides. These Teacher Aides come to us from the Ministry of Social Development programme. This is a fantastic initiative and we are very pleased and very lucky, to be on the receiving end of such an exciting thing. These staff are paid by the Ministry of Social Development and the School only pays a very small amount towards this. Really, this is a gift for us! We would love to be able to have a Teacher Aide supporting students in every class, but quite simply the School cannot afford to do this.

HOMEWORK

All classes are providing an after-school Homework Support programme. Each Team will determine when this is. Teachers will be providing students with some work to do at home.

FREE LUNCHES IN SCHOOLS

Our school is one of the very lucky ones that will be part of the free lunches in schools programme. This is set to start in Week 3. Every student in the School will get a free lunch every day delivered to their classes. All your child will need is something for morning tea. Our Canteen will remain open for morning tea and at lunchtimes but will sell very little. Lunch type foods will no longer be on sale in the canteen.

SPECIALIST LEARNING AREAS

For those of you that are new this year, your child will have specialist subjects that they attend while at Intermediate. These are covered in two 5 week blocks. They are: Food, Art, Music, Science, PE and Design Technology. You can expect to hear from the teacher working with your child in these Specialist Areas from time to time.

UNIFORM

With the back log of uniform orders, we realise and understand that not all students have their full uniform. Please don't worry at this stage. With the high number of students that we have, stocks have been depleted.

BUILDING WORKS UNDERWAY

You will have noticed that we have the upgrade being done of Rooms 7 – 10 Block. This is very exciting. This Block will turn into 5 classes and will have a big open area too. This is being totally modernised and will be lovely when it is completed. At this stage we are expecting this to be ready early next term. We also have 2 new classrooms on the field beside the new block of 3 from last year. These will be ready to occupy by the end of the term. We are very pleased to have nice new classes!

MEET THE TEACHER

Your first opportunity to meet our staff and your child's teacher is on Wednesday 17th February at 7.00pm. Information about this will come home later.

WAITANGI DAY HOLIDAY

Please note that the school is closed for Waitangi Day Monday 8th February.

CONTACTING ME

I can be contacted on my cell phone anytime on 021 252 1383. An anxious young person for the whole weekend is not what we want so please contact me. If you prefer face to face as a way of dealing with things, then make a time to come see me! I am very seldom off site. You can also email me, if you wish, at principal@hendersonint.school.nz. Thank you for choosing to make Henderson Intermediate YOUR SCHOOL for your special young person!

Here's to a great 2021 together.

Warmest Wishes

Mrs Wendy Esera

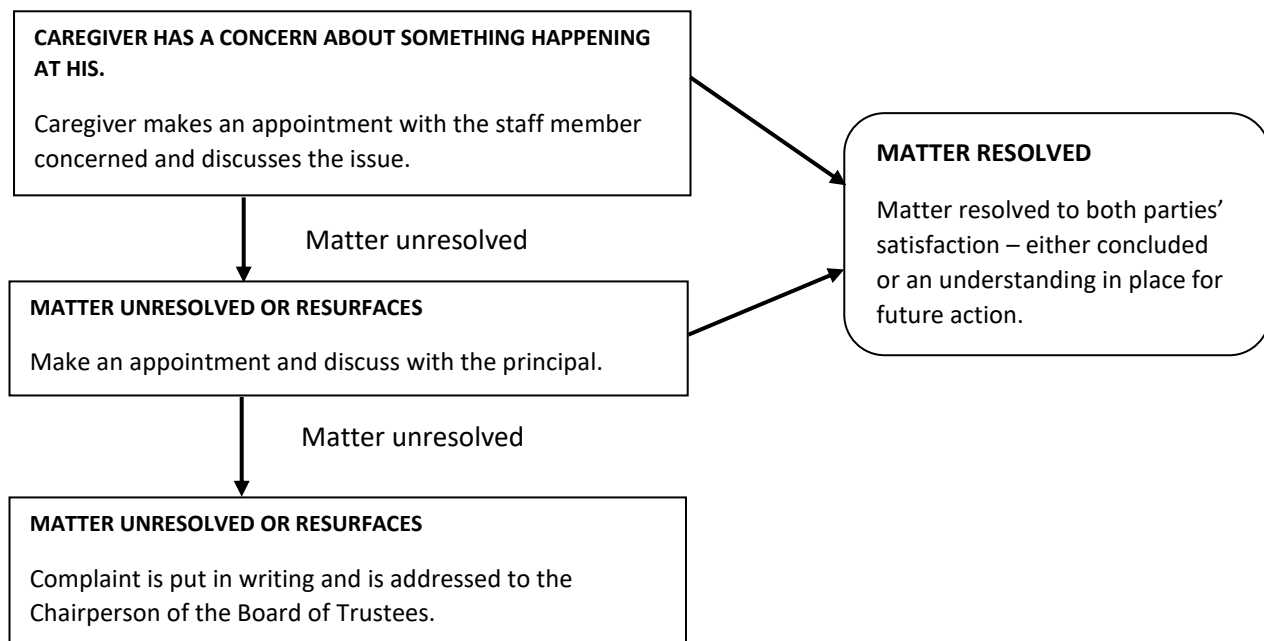
FOR AND ON BEHALF OF STAFF AND BOARD

Henderson Intermediate School

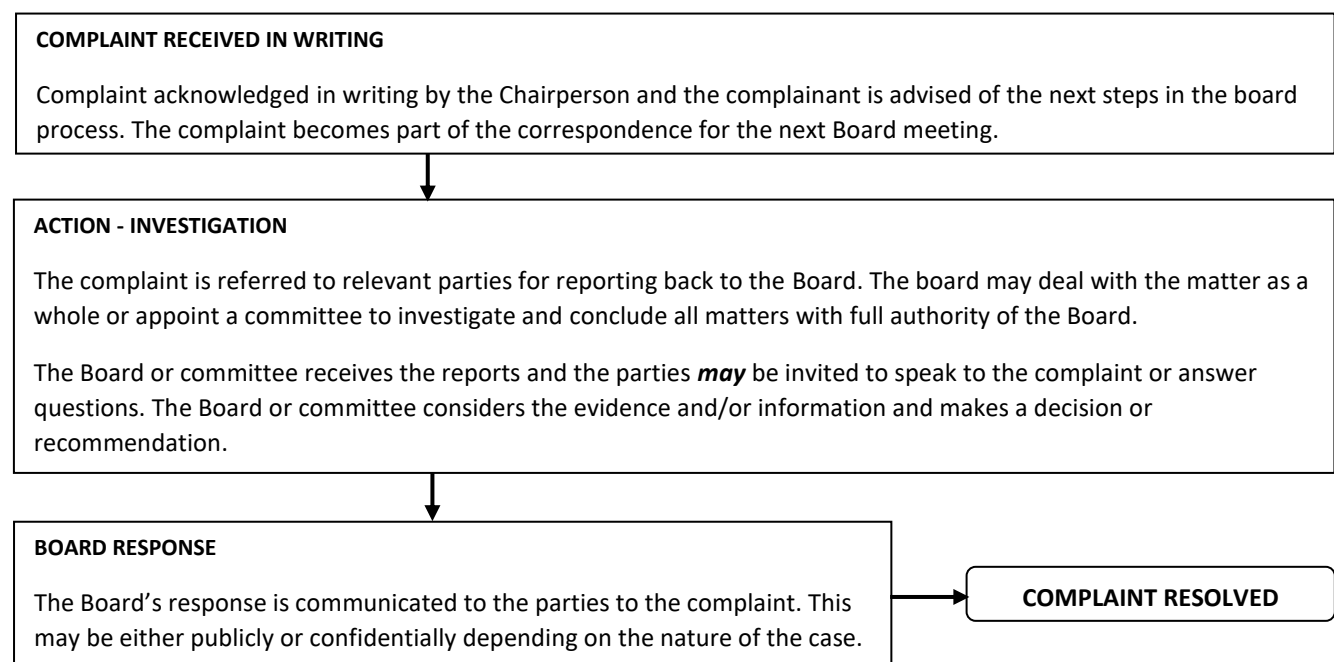
Concerns and Complaints Policy

Caregivers cannot under any circumstances go down to classrooms to address staff or students regarding a concern or complaint. This is in line with Board Health and Safety. Breaches of this may result in a Trespass Order being served.

Stage One: School Community Process.



Stage 2: Board of Trustees Process



Stage One: School Community Process

1. While minor issues may be able to be discussed in a quick informal chat with a staff member, normally in order for both parties to give the matter full attention, arranging a time to discuss the matter is the preferred option. Staff do not conduct meetings unless they are prearranged. Staff are encouraged to have a support person present when dealing with potentially serious matters.
2. Meetings will be conducted with mutual respect so that both parties "listen to each other." Abusive, confrontational behaviour may result in a Trespass Order being served. Should the meeting become in any way distressing to staff, the meeting will be terminated and the principal will communicate with the caregiver either by email or written letter.
3. If the concerns and complaints procedure has not been followed, the Board will normally return any letter of complaint to the writer and ask that they follow the procedure first.
4. The Board needs to formally receive a complaint either verbally or in writing, in order to act on it. If a complaint is serious enough for the Board to deal with, it is serious enough to put in writing.
5. All parties to the complaint may bring a support person to any meeting where the issue is to be discussed. Either party should be informed if a support person is to be present.

Stage 2: Board of Trustees Process

1. Issues of a serious nature, e.g. allegations of physical abuse, may require a special meeting of the Board to be called. All correspondence to the Chairperson is for the whole Board. The Chairperson cannot decide independently as to what action is to be taken. Resolution or dismissal of the complaint must not be discussed before all the information is to hand.
2. Conflict of interest will be determined on a number of issues, including whether the complaint involves the actions of any trustee.
3. The Board must exercise caution when dealing with complaints regarding staff, particularly in relation to confidentiality and processes to ensure the principles of natural justice are met. The Board must consider the relevant staff disciplinary processes and employment contracts. The NZSTA personnel/industrial adviser should be consulted.
4. Trustees need to recognise the difference between a complaint they have as a parent (i.e. regarding their own child) and a complaint they have as a trustee. In the first instance they are required to follow the normal procedures and are excluded from decision making due to a conflict of interest. The latter case is dealt with as an agenda item for the whole Board.

Reviewed on 16 June 2020