

INTEGRITY VISION
COLLABORATION GROWTH



NORTHCROSS
CENTRE OF
INNOVATION

MAHI NGĀTAHI
TEAMWORK
CHALLENGE LEARNING

COOPERATION
PARTNERSHIP
TRUST
SUCCESS
DEDICATION

2018
IMPORTANT
INFORMATION

GENERAL

TERM DATES FOR 2018

Term 1: Wednesday 31 January – Friday 18 April

Term 2: Monday 30 April – Friday 6 July

Term 3: Monday 23 July – Friday 28 September

Term 4: Monday 15 October – Friday 14 December

OPENING DAY 2018

We begin each year at Northcross with a 10-minute interview. The interview takes place between you, your child and the classroom teacher. The interview time and further details will be sent to you well before the start of Term One 2018.

COMMUNICATING WITH THE SCHOOL

The Senior Management Team, consisting of the Principal and Deputy Principals, are available to talk to parents. That is a key part of their job. Parents with concerns or requiring information about the school, should first contact the school receptionist. Initially a telephone call to the Principal may be appropriate. However if parents prefer a personal interview, an appointment time needs to be made.

No parents or visitors may speak to a child or visit a classroom without first calling at the School Office for a visitors pass. This is to maintain school security and to protect our students.

PAYMENT ON ENROLMENT

Payment on enrolment can also be made via EFTPOS, Visa or Mastercard, cheque or cash or afterwards via the same methods at the School Office. Payment can also be made by Internet banking to account no. 12-3059-0287951-50 using your child's name and '2018' as the reference.

Please note that to help control costs, invoices are not issued for these items, although reminder notices are posted in school newsletters and on the website.

SCHOOL DONATION

The 2018 school donation has been set at \$185.00. This money is used exclusively towards the further education of students; it is not used on school maintenance.

ANNUAL CONSUMABLES SUBSIDY

The 2018 annual consumables subsidy has been set at \$100. This goes towards the cost of test papers, work books, Athletics, IT consumables, Internet access, copyright and the student ID card.

TECHNOLOGY SUBSIDY

The 2018 Technology Subsidy has been left unchanged at \$195. This goes towards the materials used in all technology classes throughout the year.

Payment on enrolment can also be made via EFTPOS, Visa or Mastercard, cheque or cash or afterwards via the same methods at the School Office. Payment can also be made by internet banking to account no. 12-3059-0287951-50 using your child's name and '2018' as the reference.

Please note that to help control costs, invoices are not issued for these items, although reminder notices are posted in school newsletters and on the school website.

TERM COSTS

Each term, further costs may be made for class trips and activities. The payments will be collected by the class teacher prior to the event. We will endeavour to give reasonable notice of an event.

SCHOOL SHOP HOURS

The Resource Room will be open for uniform sales to 2018 Year 7 students during the week of Tuesday 14 November to Thursday 16 November 2017. Hours: 3.30pm – 7.00pm. There will be additional uniform sales on Wednesday 24 January 2018, from 3.00pm – 7.00pm.

The Resource Room School Shop will then be open in 2018 during school days as follows:

Monday to Thursday: 8.15am to 12.30pm and 1.15 to 4.00pm (NB: Closed at Interval)

Friday: 8.15 to 9.00am and 3.00 to 4.00pm.

The School Shop accepts Cash, Cheques, Visa, MasterCard and EFTPOS.

MONEY AND VALUABLES

If these items must be brought to school they should be handed to the class teacher or School Office for safe keeping. The teachers take all possible care, but they cannot accept responsibility for any loss.

STATIONERY

All Stationery required by students at the start of the year will be available through the OfficeMax My School website. Full information regarding this, will be posted to you in Term 4, 2017.

All stationery required by students after the start of the year, can be purchased from the Resource Room shop on school days. (Refer School Shop hours above)

NORTHCROSS ON-LINE SHOP

The Northcross Intermediate On-line Shop is available through our school website and is our preferred method of payment for larger items including the donation, technology subsidy, consumables subsidy (except for the \$410 special offer discounted package), camp (Yr 8), outdoor education week (EOTC – Yr 7) and some class trips, as well as extra-curricular activities including ICAS exams, music, after-school languages and many sports related activities. It is easy, secure and open 24/7.

Look for the NX On-line Shop on our school website: **www.northcross.school.nz**

We have also included information on the website about the shop and links to tutorials to help familiarise yourself with this service.

NORTHCROSS LIBRARY

The library stands proud at the front of the school and is the hub of our school environment. It caters for all students' needs by providing an up-to-date book selection and a pod of computers for information research.

Downstairs houses our current fiction selection (shelved under their genres), graphic novels, sophisticated picture books, magazines, books in other languages, audio books and DVDs all for loan.

Upstairs are the non-fiction books and space for a class to view and share information via the internet or DVD on a big screen TV.

Lunchtimes and intervals are a hive of activity providing a safe and friendly environment for all. Space is available for those who want to read quietly, catch up on school work, play cards or a board game or just chill out.

We have a permanent School Librarian who is available to assist and answer questions to aid our students' learning.

BADGE SYSTEM

Black activity badges are awarded to students for participation in cultural, sporting and academic activities once a student has been involved in a particular activity. A student who represents the school against other schools is awarded at least an NX Rep badge.

A student who has success at North Harbour, Auckland or National level is awarded the appropriate Bronze NX, Silver NX or Gold NX badge.

The Red NX badge is the Principal's Award for meritorious achievement, the White NX Badge is for service to the school, the Orange NX badge is the Associate Principal's Award, the Blue NX badge is for class effort and the Lavender NX badge is for hosting students.

REPORTING TO PARENTS

This is an important part of the school's activities. On the first day we have our Parent / Teacher / Student individual interviews – this is an introduction to the year. There are currently two other interviews with Parents / Guardians / Caregivers / Whanau: an interview towards the end of Term 1 for goal setting and sharing of data and then the Teacher, Parent, Caregiver and Student mid-year interview after reports have been issued. These interviews are part of our student led conferences and focus on the recent mid-year report and the goals for the next half year. The student is a vital part of this programme with their input being part of the process of students starting to guide and control their own learning.

We hope that parents will contact the school if they have problems at home, which may affect the child.

YEARLY REPORTING PROGRAMME

February: Student / Parent / Teacher Interviews – a 10-minute interview on Wednesday 31 January 2018 to provide an opportunity to talk with your 2018 teacher.

March/April: Individual interviews with Teacher / Parent / Caregiver / Whanau and Student. This interview is to share how the students have settled into their year and to set mid-year goals.

July/August: First report is issued. Three-way student led conferences will take place.

December: The final report is issued. No interviews are scheduled at this point in our programme.

SCHOOL NEWSLETTERS

These are published regularly and emailed to you as well as being on our web site. These newsletters are the bridge between the home and the school, so please look out for them regularly. Please note that the newsletter is the official communication between home and school, and parents are considered to have read and responded to any requests in them, e.g. notifying the school if a student is not to participate in an activity.

STUDENTS' ABSENCES

We operate an electronic roll, which means that absences not covered by a previous day's notification via the website or morning answerphone message, will receive a phone call or txt asking for absence details and for you to confirm they are genuinely away. You will need to telephone the Absence Line (Ph: 477 0167 ext 1) or action the website absences to let us know if your child is going to be absent from school.

Even though you may have telephoned, there is still the need to send a note, to satisfy Ministry requirements. Please send dated notes, written and signed by a parent in all cases where students are required for medical or dental appointments, when exemption from sports or physical education is desired, or when students are unable to wear specific items of school uniform.

THE SCHOOL DAY

8.00am	School buildings open
8.45am	Students must be in classrooms
8.45am – 8.55am	Administration
8.55am – 9.50am	Block 1
9.55am – 10.50am	Block 2
10.50am – 11.10am	Interval 1
1.10am – 12.05pm	Block 3
12.05pm – 1.00pm	Block 4
1.00pm – 2.00pm	Lunch
2.00pm – 2.55pm	Block 5
2.55pm – 3.00pm	End of Day Tidy Up
3.00pm	School ends

LATENESS FOR SCHOOL

Please ensure all students are at school by 8.40am each day. If students arrive after 8.45am they must sign in late on the office ipad at the front desk. Students leaving the school grounds during the school day will also need to sign out at the office where their parents will meet them.

LANGUAGES

In helping prepare our students for the future we believe an important life skill is learning a language other than English. Te Reo is taught to all students during the school day for some part of the year as are some other languages, depending on staffing.

Additionally, selected languages are offered after school. These may include Te Reo Maori, French, Japanese, Spanish and German. Our students are offered the opportunity to study their chosen language and culture in a small group and taught by qualified tutors. These classes take place after school and are very popular.

HEALTH AND SAFETY MEDICINES

All medication, with the exception of asthma inhalers, must be kept in the office and an 'administration of medication' form completed. This includes medicines such as antibiotics, ADHD medication, ear drops or eye drops. Asthma inhalers should be clearly named and kept with the student at all times.

If you do not want your child to have a paracetamol tablet on request, please let us know in the appropriate place on the on line enrolment card.

SICKNESS

We are equipped to handle minor injuries that occur at school. Our policy is to contact parents and have a student collected if he/she is too ill to return to the classroom. In the event of an accident or serious illness, the Principal will act 'in loco parentis' if the parents cannot be contacted, and arrange for medical treatment. The school asks parents who work to inform us of any change in work phone numbers or emergency contact numbers and to keep students home if they are ill.

CANTEEN

At Northcross students are able to buy food over the counter at both interval and lunchtime. This consists of healthy hot foods, rolls and wraps, home baking: muffins, scones, snack bars and water. A menu will be sent home at the beginning of the year.

Students can pre-order some lunch foods before 8.40am to be collected at 1.00pm at the beginning of lunch eating or parents can go on line to order their child's lunch. Refer to www.northcross.school.nz

BUSES

PBC Travel and the North Shore Star Bus Company provide services from Long Bay, Torbay, Browns Bay, Albany, Coatesville and Paremoremo, for which a charge is made. Bayes Transport provides a comprehensive paying service from the Hibiscus Coast and Orewa.

Those living in the Okura area who live 4.8 kms beyond Northcross Intermediate School or a local school, are eligible to travel free. Details of eligibility are available from the school office from 2018. These may have changed from the previous year.

Bus timetables are also available from the school office. These will not be finalised until February 2018.

SCHOOL UNIFORM

GIRLS' UNIFORM

- Light Navy Blue Culottes.
- Official NX short-sleeve Polo Shirt.
- Regulation plain, black leather, lace-up school shoes (no buckle, straps, Velcro, elastic, patent leather, platform, suede, canvas, pattern, logos, slip-ons or sports type shoes: heel can be no higher than 4cm measured at the back, no tapered or wedge heel). No coloured laces, only black: no attachments.
- Plain black Reef style sandal, or Black Roman sandals (summer only).
- Samples of shoes and sandals will be on display during Uniform Sales.
- Plain White ankle socks – style must cover the ankle or plain white Under Knee Socks (winter) and only with regulation, plain, leather lace-up shoes. No sport socks with formal uniform.
- Ink coloured tights (winter only). Available from the School Shop.
- NX Sweatshirt.
- NX Cap (no other caps permitted)/or plain NX Navy Bucket Hat. Hats are to be worn Terms 1 and 4.
- Plain white or navy blue headbands: no fancy hair accessories.

BOYS' UNIFORM

- Light Navy Blue Shorts.
- Official NX short-sleeve Polo Shirt
- Regulation plain, black leather, lace-up school shoes (no buckle, straps, Velcro, elastic, patent leather, platform, suede, canvas, pattern, logos, slip-ons or sports type shoes: heel can be no higher than 4cm measured at the back, no tapered or wedge heel). No coloured laces, only black: no attachments.



Winter



Summer

- Plain black Reef style sandal, or Black Roman sandals (summer only).
- Samples of shoes and sandals will be on display during Uniform Sales.
- Navy Under Knee Socks to be worn with regulation, plain, black leather lace-up shoes.
- NX Sweatshirt.
- NX Cap (no other caps permitted) or plain NX Navy Bucket Hat.

NX NAVY JACKET

This jacket is optional with orders being taken during March each year. Students can wear any protective jacket to and from school but it must be removed during the day while at school.

P.E. UNIFORM (UNISEX)

- NX P.E. Shirt
- NX Navy Blue P.E. Shorts
- Suitable sports shoes – lace-up that will support running [not skate shoes, slip on/loose lace shoes, no black soles]. Must be non-marking.
- White ankle sports socks.

Please note:

- All parts of the uniform, except footwear, are available only through the School Shop.
- All uniform and personal items brought to school MUST be named. No responsibility is accepted for loss or damage to items.
- The price of the school sweatshirt includes the cost of embroidering the first name and first letter of the family name of the student above the logo. Sweatshirts can be ordered only through the school and are of good quality.
- All students must wear black lace-up shoes [winter footwear] from Queen's Birthday Weekend through to the beginning of Term 4.



P.E. Uniform

- The hem of the girls' culottes must be to the middle of the knee.

The BOARD OF TRUSTEES is responsible for detailing the items comprising the school uniform. A great deal of time and thought has gone into it at Board of Trustees level. If an article of clothing can be seen it must be part of the uniform. We require every student to come to and from school in their formal uniform, not in fitness gear or in sports shoes.

UNIFORM STANDARDS

Whether it is fair or not, a community judges its school on the way the students dress, as well as how they behave.

If your child is not in correct uniform at any time, please give him/her a dated note, written and signed by you, so that we know that home is aware of the change.

Your child then has to have the note countersigned by a Deputy Principal.

Please note:

- Formal uniform must be worn to and from school, even though fitness could be first thing in the morning. In certain circumstances Sports teams representing the school may be given permission to wear sports clothing to and from school.
- Jewellery. Watches are permitted, but apart from one pair of plain, small gold or silver [no coloured stones] studs or small plain keepers in pierced ears [only one per ear], no other jewellery [including necklaces, cultural items, etc. are to be visible. Rings on fingers or through other body parts is prohibited. On rare occasions students have to wear bracelets for medical reasons: on such occasions the parent/ caregiver is asked to contact the Deputy Principal. Hair ties and headbands are to be the colour of plain navy blue or white only. [No coloured hair clips or other accessories.] Hair can only be of a natural colour with no multicoloured streaking or colouring. No outrageous or bizarre hair styles will be tolerated.
- Cosmetics are not permitted, except for clear nail varnish.
- Sunscreen: Parents are asked to encourage the wearing of sunscreen.
- Uniform information is accurate at the time of publication.

PASTORAL CARE

At Northcross we expect our students to conduct themselves in the same manner they wish to be treated and observed by others.

This school expects and maintains a high standard of discipline. When parents enrol a student at Northcross Intermediate they undertake to see that their child abides by all the school rules as set down by the Northcross Board of Trustees.

The school has systems to deal with those who persist in interrupting the learning of others, or who harm others in verbal or physical ways. These include daily reports, detentions, referral to various agencies or stand-downs for specific periods of time. Our students learn that actions have consequences.

Parents will be involved in these programmes and will be notified if there are changes of behaviour or progress.

Where there is misbehaviour on the buses it is important for parents and students to know that the privilege of using the bus could be withdrawn. For those living some distance from the school this could be a drastic move.

Students who damage school property are required to pay, unless the damage was accidental.

From time to time a student whose behaviour is unacceptable or who fails to complete a reasonable amount of work [when the delay is deliberate] will be kept after school for a detention or a Time Management session. When this management situation appears to be arising, the teacher concerned will inform parents of this possibility.

Should a decision be made that a student be kept at school, it will be on a following day and parents will be informed. After-school detentions last until 4.30pm as outlined on the detention notice.

A comprehensive list of school rules is listed in the Student Diary issued to each student in 2018. Please be familiar with these rules.

The school expects and maintains a high standard of discipline. It is important that a new beginning at Northcross is not at the expense of our zero tolerance policy with

regard to inappropriate behaviour. Behaviour whether good or inappropriate must be shared with parents, teacher and student. This awareness, knowledge and working relationship can only strengthen the partnership between home and school.

“*Students have a right to learn.
Teachers have a right to teach.*”



“ *Whaia te iti kahurangi
Ki te tuohu koe me he
Maunga teitei*

*Aim for the highest cloud
So that if you miss it, you
Will hit a lofty mountain”*

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