



The international team & who's who:

Sharon Hines: Director of International Students:

Sharon has been working in the international department since 2005. Please feel free to contact her with your query via email Monday-Thursday. Alternatively, you can drop in to see her in the office (we recommend that you contact her in advance to make a day/time). Sharon can answer your query directly or can direct you to the right person. She will be your first point of contact when starting at school.

Her email address is sharonh@northcross.school.nz / phone: 021 252 7465

Linda Edwards: Head of ELIP

Linda works with a talented group of teachers and tutors to ensure your child gets the extra English support needed to ensure a smooth transition to the classroom. Depending on language ability your child may be in an Orientation Class for the first weeks or go directly into their homeroom and receive ELIP lessons outside the classroom. English language testing will take place during the first few weeks to determine what English language support is needed.

Email: lindae@northcross.school.nz

Donne Greentree: KINDO/On-Line Shop:

Donne is the person you need to contact with any questions regarding **Kindo/On Line Shop** or **Parent@School App**

Email: donneg@northcross.school.nz

Chris Park: International Student Coordinator

Chris supports international students and their families throughout their journey at Northcross, including enrolment, homestay arrangements, and day-to-day student wellbeing. He works closely with students, parents and agents to ensure a smooth transition into school life and is available to assist with any enquiries related to international student matters. Chris will be one of your key points of contact and is happy to provide guidance and support whenever needed.

Email: chrisp@northcross.school.nz / phone: 021 677769

Madalene van den Heever: Office Administration & international enrolment support

Madalene is our front of office person for all meet and greet. She also helps with international enrolments. You can contact Madalene via email: madalenevdh@northcross.school.nz or via the school office 09 477 0167

Amanda Turner: school nurse

Amanda is our school nurse. If your child is feeling unwell, they must first come to the school health center to see our nurse. Amanda will then make an assessment of your child and if she feels they need to go home she will call you to come and collect your child. Amanda is also responsible for absentees. If your child is not well enough to come to school please visit the website and follow the steps <https://www.northcross.school.nz/reporting-an-absence/>

Melanie Yang: Chinese Support for international students and parents

Melanie has been supporting the students and parents of our international students for many years. She also teaches Mandarin at the school as well as after school. Melanie can be contact (**during office hours only**) via email: melaniey@northcross.school.nz or via WeChat on godlovesmelanie / phone: 021 163 7792

Kyung ae Sim: Korean Support for international students and parents

Kyung has been working at Northcross for many years and has helped our Korean students and their parents. Kyung is also a Learning Mentor at the school and is part of the ELIP team. Kyung can be contacted via email at the following address: kyungaes@northcross.school.nz or kyungaesim@nxschool.kiwi / phone: 021 0266 6576

Sports Director: Anna Lewthwaite

If you are interested in finding out about sport at Northcross, please email Anna annal@northcross.school.nz or sport@northcross.school.nz

ELIP & Extension Classes

We will discuss your child's classroom and the Orientation Class. Foundation level students will spend the first few weeks in the Orientation Class giving them extra support and intensive English prior to being placed into their homeroom class.

All students at Northcross will be tested within their first few weeks and those showing above ability in mathematics and/or literacy may have the opportunity to join our extension classes.

NO parents are allowed to visit their child's classroom without first signing in as a visitor at reception. This includes morning tea and lunch time breaks. Parents are not permitted to interact with other students without a Northcross Staff Member present. This is for the safety of students and parents.

Kindo/Online Shop & the parent @schoolapp

We will discuss the importance of setting up a Kindo Account and after the first few weeks username and passwords will be sent enabling you to join the @ school parent app.

Stationery

The school will supply your child's stationery throughout the year (excludes laptops, headphones and other electrical items). You do NOT need to order it online.

Uniform

Uniform MUST be purchased on-line and we strongly suggest measuring your child to ensure the correct sizes are ordered as we are unable to exchange uniform bought on-line from Argyle.

Parking and Logistics

For the safety of the students the gates at the front of the school will close at 2.45pm daily and re-open at 3.15pm. Parking is also prohibited at certain times so please familiarize yourself with parking restriction signs. The back entrance is for staff parking and deliveries only. No parents are permitted to use the back driveway unless walking their child to and from school.

Additional Costs

<https://www.northcross.school.nz/fees/>

Included but not limited to:

- Year 7 Challenger Series
- Year 8 Camp (free of charge for students studying for the full two years)
- Graduation Dance (end of year Y8 students)
- End of Year Picnic Day

The Northcross Year Book will be given to your child free of charge at the end of the school year.

We strongly suggest you become familiar with the school website to see what's happening at school each day.

All information is available on the school website including **This Day Notices** which helps you keep up to date with what is happening at school: <https://www.northcross.school.nz/>

Students Must have on the first day:

Correct School Uniform & black sports shoes:



Learning Device: *preferably set up in English so teachers can assist the student*



Headphones: *(ELIP students only)*

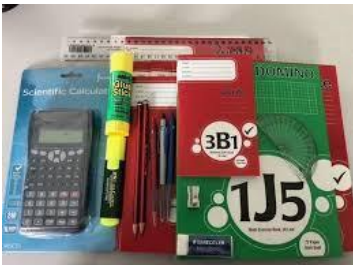


A translator pen is highly recommended (optional) for students with *foundation level English*. Written text is scanned, minimizing time spent on a device using Google Translate.

Lunch Box and drink bottle *(water only)*



Stationery: *(supplied by the school and given to students in class on the first full day 3 February)*



Please make sure you have made plans with your child about where to meet you after school.

School finishes at 3.00pm