

Nga mihi ki a koutou greetings to you all

A big warm welcome to you and your whanau for 2016. I am delighted that you are a part of our Titahi Bay School whanau. If you are enrolling at our school with your first child – welcome aboard! I am delighted you have chosen Titahi Bay School for your child's education over the next 6 years and I can't wait to start the education journey with you. If your child is already a part of our beautiful school, then welcome back and I look forward to continuing our relationship with your family. This document is full of helpful information.

I am very privileged to be the Principal of Titahi Bay School and to be a part of your child's education. Every day is just a delight watching, listening, and being a part of their life.

At Titahi Bay School our first priority is to get to know your child and whanau and help them in their transition to school. Sometimes we need to re-focus on this as your child gets older and moves into the next team within our school. Our whole school and community do believe it's all about people.

**He aha te mea nui o te ao?
He tangata! He tangata! He tangata!
What is the most important thing in the world?
It is people! It is people! It is people!**

Our school philosophy is to give each child a solid grounding in:

- Literacy – Reading, Writing, Oral language, Spelling
- Maths – numeracy skills and areas like measurement, statistics, geometry and algebra
- and being an all-round KURA kid

I am hoping that by sending this little book home to each whanau that you have a clear idea of what we do and where you can go for information. You will find details of our Positive Behaviour for Learning plan in here as well as some of the waiata we sing at school.

In the office area you will find my office and the door is always open for a chat. You can phone me any time or make an appointment through our office – my e-mail is kerry.delaney@titahibay.school.nz

Miranda McMahon is Deputy Principal (miranda.mcmahon@titahibay.school.nz) and in 2016 she will be working across the school as well as being available to discuss any concerns you may have.

Jamie Merrick is Deputy Principal (jamie.merrick@titahibay.school.nz) and in 2016 he will be teaching in Room 7 in the mornings and working across the school as well as being available to discuss any concerns you may have in the afternoons.

Please check out our school's website – www.titahibay.school.nz as there is a lot of information on the site. Also you can 'follow' our school Facebook on the webpage to get all our updates.

Nga mihi nui ki a koutou

Kerry Delaney
Principal
January 2016

BOARD OF TRUSTEES:**Shelley Cheyne (Chairperson)**email: bot@titahibay.school.nz**Gaby Wesley-Smith**email: bot@titahibay.school.nz**Terry Crawford**email: bot@titahibay.school.nz**Scott Hemsley (co-opted)**email: bot@titahibay.school.nz**Sarah Campbell**email: bot@titahibay.school.nz**Carl Jones**email: bot@titahibay.school.nz**Barbara Edmonds (co-opted)**email: bot@titahibay.school.nz**Kerry Delaney (Principal)**email: kerry.delaney@titahibay.school.nz**Sharon Thompson (Staff Rep)**email: sharon.thompson@titahibay.school.nz**Lynn Lang (Secretary)**email: lynn.lang@titahibay.school.nz

The Board of Trustees and staff are committed to ensuring that Titahi Bay School is a place of excellence for the education of our tamariki. We believe in partnership with our local community and that our tamariki leave our school at Year 6 ready to 'tackle the world'.

We meet twice a term and we will endeavour to put in the school newsletter up-dates from these meetings in 2016. From time-to-time we co-opt additional trustees to the Board for a set task and time. Meetings are held on Monday evenings. The dates for 2016 are: 22nd February, 4th April, 23rd May, 4th July, 15th August, 19th September, 31st October, and 12th December.

We are funded through the Ministry of Education and our operational grant is for all operational and maintenance costs incurred in running the school. The Ministry pays teacher salaries.

WELCOME TO 2016

On behalf of the Board of Trustees, a big welcome to 2016 to all our children and whanau. We know that your children will have a "full on" learning year and have lots of fun at Titahi Bay School. It is an exciting year as we have elections for our BOT. Please chat to any of our Board members about what Governance means.

Shelley Cheyne
Chairperson

TEAMS FOR 2016

Across our school we have 4 teams:

KAKANO (seeds) NE/Year 1

Kakano are the seeds
that are just beginning
their learning journey

Led by Chelsea Renshaw (Room 15)

chelsea.renshaw@titahibay.school.nz

Sarah Taylor (Room 14) (maternity position for Ang Strand)

sarah.taylor@titahibay.school.nz

Tanya Balfour - (Thursdays) (Room 14)

tanya.balfour@titahibay.school.nz

KORU (ferns foliage) Years 1/2

Koru are the ferns that have
sprouted with their learning

Co-led by Mike Laing (Room 3)

mike.laing@titahibay.school.nz

Co-led by Rebekah Hill (Room 6) Rebekah will train as a Reading

Recovery teacher in 2016 so will share her class.)

rebekah.hill@titahibay.school.nz

Nadia Collins (Room 6)

nadia.collins@titahibay.school.nz

Sharon Thompson (Room 2)

sharon.thompson@titahibay.school.nz

Kristina Stevens (Room 1)

kristina.stevens@titahibay.school.nz

RAKAU (trees) - Years 3/4

Rakau stand strong in their
learning and have a solid
foundation to base new
learning on

Led by Jamie Merrick (Deputy Principal) (Room 7)

jamie.merrick@titahibay.school.nz

Sharon Hartley (Room 7)

sharon.hartley@titahibay.school.nz

Grace Mulvihill (Room 8)

grace.mulvihill@titahibay.school.nz

Jacinta Hamer (Room 9)

jacinta.hamer@titahibay.school.nz

Phil Edgecombe (Room 16)

phil.edgecombe@titahibay.school.nz

Karly Logan (Room 17)

karly.logan@titahibay.school.nz

Fiona Fitzgerald (Fridays) (Room 9)

fiona.fitzgerald@titahibay.school.nz

NGAHERE (canopy) - Years 5/6

Ngahere embody learning in
every aspect of our school
and are role models for our
younger children

Co-led by Candis Wood (Room 12)

candis.wood@titahibay.school.nz

Co-led by Nicky Bell (Room 10)

nicky.bell@titahibay.school.nz

Gillian Tumoana (Room 18)

gillian.tumoana!@titahibay.school.nz

Delwyn Gardner (Room 19)

delwyn.gardner@titahibay.school.nz

Janelle Reid (Room 11)

janelle.reid@titahibay.school.nz

Matt Tan (Room 13)

matt.tan@titahibay.school.nz

Also as part of our target teaching Intervention programmes and extension we have

Kay Jones, Tanya Balfour, Sharon Hartley, Fiona Fitzgerald

CRT classroom release time and PRT provisional registered teacher is covered by:

Suzette McVicar, Miranda McMahon, Kay Jones

OFFICE TEAM:

Christine King

email: office@titahibay.school.nz

Lynn Lang

email: lynn.lang@titahibay.school.nz

GROUNDS/CARETAKERS:

Steve Jackson

Kevin Sims

Arnie Collins

SUPPORT STAFF:

Sally Jackson

Thomas Poki

Lisa Campbell

Jemma Pound

Shelly Gudsell

Kiloshini Rungasamy

Tiara Parata

Julie Morrison

Arnie Collins

LIBRARY:

Jodene Gooch

email: jodene.gooch@titahibay.school.nz

Lisa Campbell

email: lisa.campbell@titahibay.school.nz

PART TIME STAFF & RELIEVERS:

Tanya Balfour

Fiona Fitzgerald

Suzette McVicar

Murray Patterson

Kay Jones

HOME & SCHOOL:

Michelle Sutton (parent)

email: homeschool@titahibay.school.nz

We have an active Home & School Committee that is always seeking new members.

Create personalised name tags and support Titahi Bay School

Get in early before the new school year!

You can now design your own labels and booklets or even get the kids involved in this fun activity! These also make great gifts for your children. At least 20%

of every dollar you spend here goes towards Titahi Bay School's fundraising efforts. Log on to www.abacusfundraising.co.nz/schools/titahibay and get creative! (This is an online-only fundraising activity).

PASIFIKA PARENTS GROUP :

Barbara Edmonds (Parent)

email: pasifika.parents@titahibay.school.nz

We have an active and welcoming group of parents who are committed to advocating for the interests of our Pasifika students.

WHANAU GROUP:

Delwyn Gardner (Parent and Teacher)

email: delwyn.gardner@titahibay.school.nz

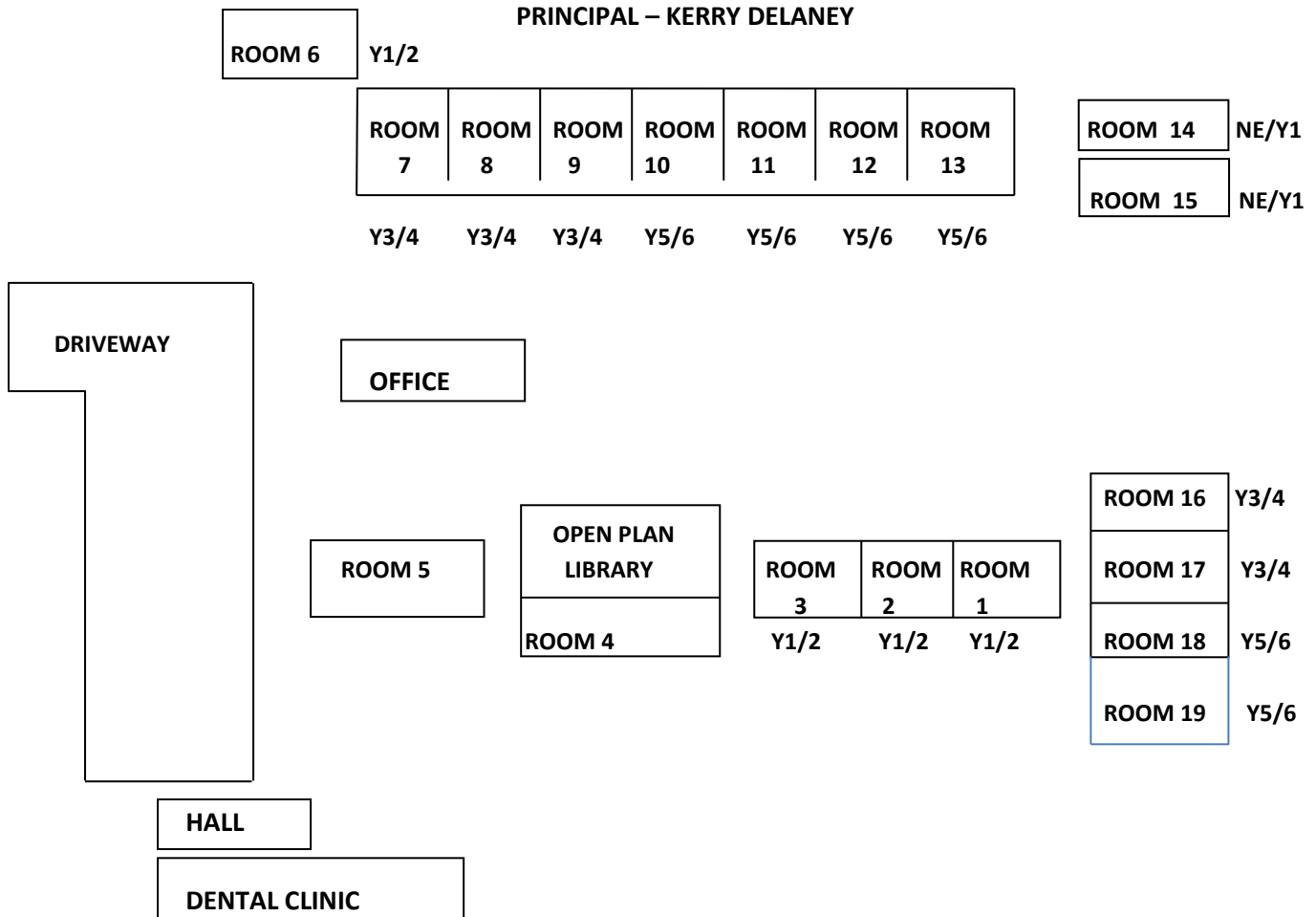
We have an active and welcoming group of parents who are committed to advocating for the interests of our Maori students and the promotion of tikanga Maori within the school.

BOARD OF TRUSTEES:

To get in touch with the Board of Trustees

Email: bot@titahibay.school.nz

TITAHI BAY SCHOOL
PRINCIPAL – KERRY DELANEY



Room 1	Kristina Stevens	Year 1/2
Room 2	Sharon Thompson	Year 1/2
Room 3	Mike Laing	Year 1/2
Room 5		
Room 6	Rebekah Hill	Year 1/2
Room 7	Jamie Merrick & Sharon Hartley	Year 3/4
Room 8	Grace Mulvihill	Year 3/4
Room 9	Jacinta Hamer	Year 3/4
Room 10	Nicola Bell	Year 5/6
Room 11	Janelle Reid	Year 5/6
Room 12	Candis Wood	Year 5/6
Room 13	Matt Tan	Year 5/6
Room 14	Sarah Taylor	NE/Year 1
Room 15	Chelsea Thorn	NE/Year 1
Room 16	Phil Edgecombe	Year 3/4
Room 17	Karly Logan	Year 3/4
Room 18	Gillian Tumoana	Year 5/6
Room 19	Delwyn Gardner	Year 5/6

Kay Jones/Sharon Hartley /Rebekah Hill – Reading Recovery Teachers (Room 5)

Jamie Merrick – Deputy Principal

Miranda McMahon – Deputy Principal

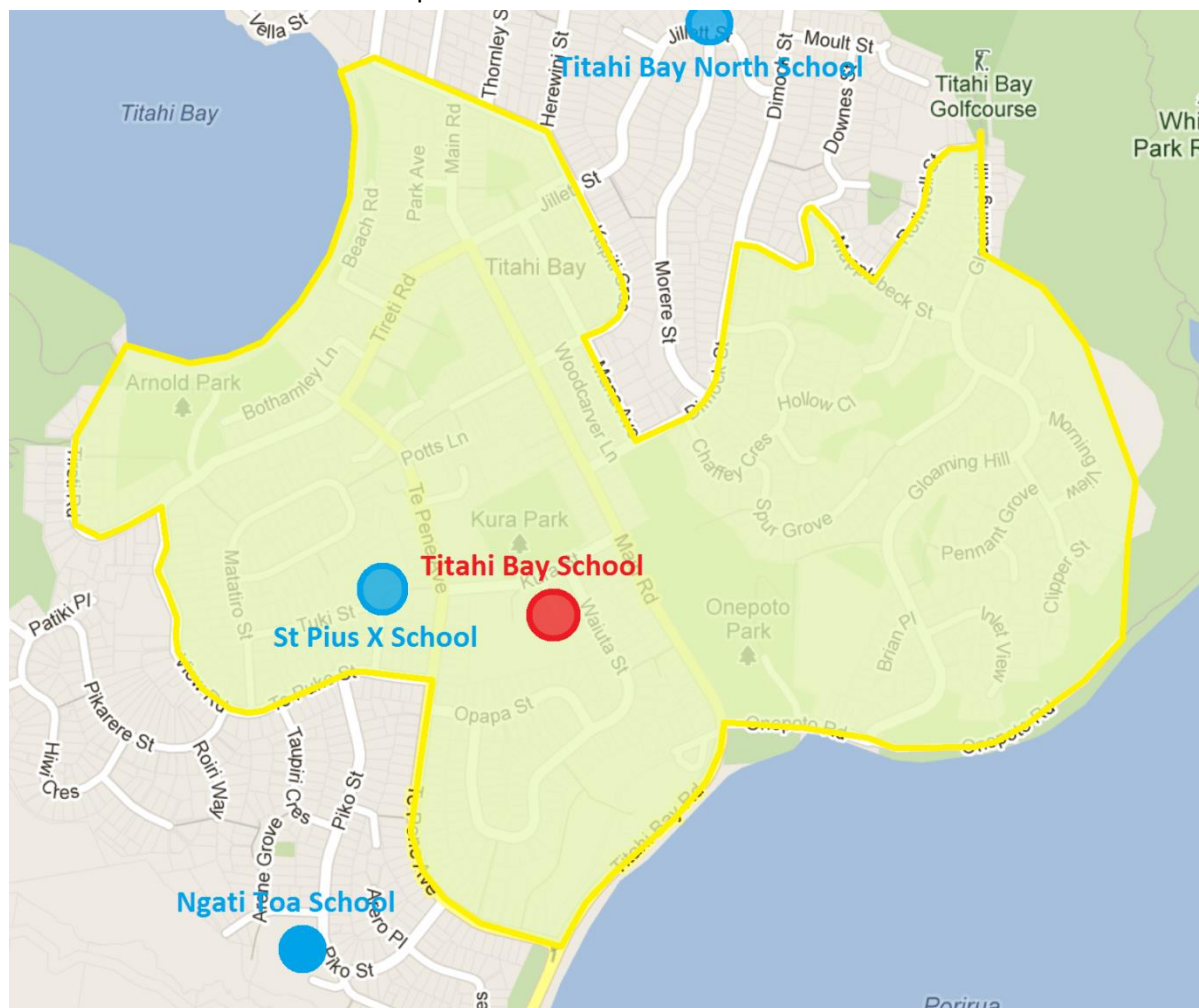
Kerry Delaney - Principal

ENROLMENT SCHEME:

If you have a child ready to start school we would appreciate it if you enrol them at 4½ years old. This helps us plan for classes. Once we have your enrolment we will contact you by letter to inform you when your child can come for visits to school. We call this programme “SPRING BULBS” and you and your child can visit on a **Wednesday or Friday at 9am**. You can purchase the books for the Kakano team at the office or on-line.

Your child will be welcomed into our school in a powhiri. Please ask your child’s teacher or find the dates in our school newsletter on our website. We love you and your whanau being part of this.

We have an enrolment scheme in place:



In a clockwise direction:

- From the northern point at the intersection of Beach Road and Bay Drive the boundary is a line such that addresses in Bay Drive are in zone. Richard, Whanake, Thornley and Herewini Street addresses are not in zone. The boundary continues such that all Kapiti Crescent addresses are in zone. Jillett Street addresses (both sides) from Main Road to the intersection with Kapiti Crescent are in zone. All Mana Avenue addresses are in zone. Moreere Street addresses are not in zone. Dimock Street addresses 1 to 45 inclusive on the odd side and 2 to 58 inclusive on the even side are in zone.
- From the intersection of Dimock Street and Downes Street the boundary line is such that addresses 1 to 21 inclusive on the odd side and 2 to 26 on the even side of Downes Street are in zone and the boundary line then extends to the Titahi Bay Golf Course in the north-east. Mapplebeck Street, Rothwell Street and Gloaming Hill addresses are in zone. Keith Hart Grove addresses are not in zone.
- The eastern part of the boundary follows the reserve south including Onepoto Rd addresses as in zone. The boundary then follows the sea until opposite Te Pene Ave.
- Continuing clockwise the south to west boundary is a line such that Te Pene Ave addresses are in zone, Te Puke Street addresses are in zone, View Road addresses are in zone and Tireti Road addresses are in zone and the boundary line extends to Stuart Park and the sea and follows the Titahi Bay sea line until it connects to the intersection of Beach Road and Bay Drive (the starting point). Piko Street, Taupiri Crescent and Pikarere Street addresses are not in zone.

Titahi Bay School Information: A to Z

ABSENCES

If your child is going to be absent from school please phone the school office (236-8399) or advise their classroom teacher. You will be contacted by the school if your child is absent when the roll is taken in the morning if we have not been notified of their absence. We track absences and if we haven't had a reason for your child's absence then you will either have a phone call or letter from the principal. You can also text in absences on the school's mobile phone 027-757-0272.

ARRIVING LATE TO SCHOOL / LEAVING SCHOOL EARLY

If your child arrives at school late they need to sign in at the school office. If you are taking your child out of school before the 3pm bell is rung you need to go to the school office and sign them out. This is vital as if we have an emergency at school we must know who has left for the day.

ATTENDANCE TRACKING and PROCESS

As a school we track every child's attendance. When a child's attendance percentage reaches a level of concern which is 10% or more absences, then we start to follow our school attendance procedures. (Late arrivals and early leavers are included when calculating attendance percentages).

Once an attendance concern is identified class teachers or team leaders will make contact with whanau via phone or email. If things don't change within two weeks then a letter asking families to contact school to work together to remedy the concern will be sent home by the Principal, Kerry Delaney. If there is no change within two weeks then another letter will be sent home. This letter asks for a meeting to resolve the non-attendance issue. If there is no change then the child will be logged on the Ministry of Education's Attendance Register. A letter will be sent at this time informing the family that their child is now a focus of the Ministry of Education. They will make contact to resolve the issue.

Children transferring between schools will stay at the same level of the process until the issue is resolved.

ARRIVAL TIME

For their own safety children should not arrive at school earlier than **8.30am** as teachers are busy preparing for the day and are not available for supervision of children.

AFTER SCHOOL PLAY DATES

If children want to go to someone's house after school they must have their parent's permission before they leave home in the morning.

ADDITIONAL ACTIVITIES

Additional activities your child can do at Titahi Bay School:

- Choir – Art Splash/concerts
- Drama – Art Splash
- Wide involvement in 'Education Outside the Classroom'
- Teams involved in Community Netball or Hockey
- Individual Education Programmes developed for a wide variety of needs – behavioural, academic and social
- Te Reo Programmes
- Whole school Kapa Haka
- Pasifika
- Elective Programmes –for example: recorder, Kapa Haka, Drama, Art, Craft, Music, Sign language
- Social skills programme (Positive Behaviour for Learning)
- Learning Support Programmes for Reading/Spelling/Writing/Maths
- Involvement in Otago Maths Challenge
- ICAS exams in Maths and English
- Science Certificate/Science Badge (extension)
- Information Communication Technology Development

- School Council/Buddy Patrol/Peer Mediation
- Visual Arts
- Lunchtime clubs

ASSEMBLY

Assemblies are held every second Monday morning at 9.15am. Each assembly focuses on and celebrates a KURA value; Kindness, Unity, Respect and Achieve. The whole school attends assemblies together, with the children sitting in their house groups. Parents are very welcome to attend these.

BEHAVIOUR

We are a Positive Behaviour for Learning (PB4L) school. We use the acronym KURA to focus on the positive behaviour that we expect at Titahi Bay School. All around the school, we have posters representing what KURA looks like, using photos and a few words to remind us what a KURA Kid would be doing in each of these areas. Our KURA song can be found on our school website.

BUDDY PATROL

Each year a group of Ngahere Team students are elected by the older children to be the buddy patrols. This is a leadership position that children aspire to achieve. The buddy patrols wear a special t-shirt, so that they can be easily recognised in the playground. Younger children know that if they require help in the playground, they can ask a duty teacher or a buddy patrol member. Each class has a Buddy Patrol attached to them.

CAMP

We take our Year 5 and Year 6 children on camp every second year. Our next camp will be in 2017. As part of the fundraising for camp we will be selling school lunches on Fridays.

CARPARK

The car park is not to be used to drop off or pick up children after school. It is only to be used if you are picking up a sick or injured child. This is a safety issue for our children.

CIVIL DEFENCE KIT

Each child in the school has a personal kit that is kept at school. This is updated once a year and is passed onto your child's future teachers. Rebekah Hill looks after this area in school.

Each kit is put together by you, the parents, and should contain:

- A can of food – this needs to be something that your child will eat and can be eaten straight out of the can without cooking
- Some wrapped long life lollies (e.g. barley sugars)
- Sealed peanut free snacks – muesli bars/fruit bars
- Something for your child to play with (crayons, playing cards, knuckle bones)

Each kit needs to be sealed in an ice-cream container labelled with your child's name, emergency contact details, names of those who have permission to pick your child up in the event of an emergency and any health issues.

COMMUNICATION

To keep parents/caregivers informed about school activities we send out a newsletter every second Thursday by email or a paper copy with every child who does not have a computer at home. It would pay to check your child's bag or ask them for the newsletter on Thursday evening. The school newsletters and information about our school can also be found on the school website www.titahibay.school.nz

The BOT send out a newsletter once a term. These are printed on yellow paper.

Our Home and School committee send out newsletters from time to time. These are printed on pink paper.

All teaching staff have an email address that you can use to contact them. Teacher's check these at least twice a day. All teachers' email addresses follow the formula: firstname.lastname@titahibay.school.nz

You can also email the office office@titahibay.school.nz

All our email addresses are at the beginning of this booklet.

You can also phone the school on 04 236 8399.

Other ways that you can keep in touch with us are through notes, Facebook, and our website.

COMPOSITE CLASSES

At Titahi Bay School the decision was made to have composite classes, based on the evidence about what makes a positive difference for students. Academic findings have been mostly positive, some neutral but certainly not negative for students in composite classes. However, there is clear evidence that composites do make a significant difference in and provide effective advantages for students, i.e. they enhance self-esteem, decrease behavioural problems, reduce the impact of labelling, encourage the formation of positive communities and lead to social and academic growth.

The school's commitment to grouping students according to social as well as academic needs has positive outcomes for all. It is what we all know as parents and teachers – when a student feels positive about school they are more likely to be academically and socially successful.

Each year the composites can change due to the numbers in each cohort.

CRT

This stands for Classroom Release Time. Each teacher gets the equivalent of two days per term, where they are released from their classroom to do a variety of things including collegial visits, observations, testing, cooperative work with other teacher's, professional reading, and administration tasks. We use the regular part time teachers we have on staff to do this.

DENTAL CLINIC

Phone: 0800-825-583 – choose option 1 and ask for Titahi Bay Dental Hub

DISCIPLINE

Each year in February teams will send out a newsletter stating expectations and consequences for our students. In 2016 we will continue to be on a Professional Development Programme looking at behaviour and consequences. This is called Positive Behaviour for Learning – PB4L.

ENROLMENTS / SPRING BULBS

Children may enrol on their fifth birthday. We need to sight their birth certificate and immunisation certificate as part of the enrolment process. Spring Bulbs is for children who are about to turn five to transition them into school, one day a week, on either Wednesday or Friday from 9am to 10.40am. Chelsea Renshaw will contact you once the enrolment form has been received, to let you know which classroom your child will be in and when they can begin Spring Bulb visits. No child can attend Spring Bulbs until the enrolment form is filled out and in the office.

FACEBOOK

Our school has a Facebook page. Follow the link from our school website to our official Facebook page. Click on "like" and then you will be set up to follow us. We post here regularly.

FRUIT IN SCHOOLS

Our school is lucky enough to be given fruit twice a week for the children to eat during the day. This is supplied by the Ministry of Education.

GARDENS

We have developed gardens around the school. We started some vegetable and herb gardens four years ago and it's our hope that families will be able to make use of some of our produce too. We used some of our own lettuce at the Year 6 leavers function in 2014 and we also make soup in the winter.

GOALS FOR 2016

Our goals for 2016 centre around raising the achievement levels of all our children in reading, writing, and maths. Our children are at the heart of everything that we do, and our goals will always reflect this – these can also be seen in our Charter.

GO GETTERS

Go getters are the children who always stay in the green zone of our traffic light system (Positive Behaviour for Learning). We recognise and celebrate them twice a term. Usually in week 5 and 10.

GOODIES

Many parents/caregivers have access to things we find useful but which might otherwise go to the tip. We always have use for clean card, paper, cloth, wool, plastic and so on. If it is of no use, we will say so, but we like being asked! If anyone has access to off cuts or paper of reasonable quality that might otherwise be thrown away we would be only too pleased to hear.

HEAD LICE

Please check your child's hair regularly:

- on the crown
- behind the ears
- at the nape of the neck.

Lice eggs are like dandruff except that they will not slide easily off the hair. Examine everyone in the house.

Daily vigorous brushing is one of the best and cheapest ways to protect yourselves against head lice.

It also helps to:

- wash pillow slips and sheets
- vacuum bedding
- wash combs and brushes.

Please notify the school if you find your child has head lice and we will send a notice home asking parents/caregivers to check their child's hair. We are lucky enough to have a resident nit-buster at school. Her name is Aiysha. She works for KidsCan and is available to treat children's hair at school each Monday. She will need to have a signed permission slip before treating your child's hair. She is also able to supply "Mr Nits" treatment and nit combs so families can treat at home. Aiysha can be contacted at aiysha.h@kidsCan.org.nz

Headlice Remedies

Standard method:

- * Brush hair vigorously each night
- * Tie up long hair during day
- * Treat with recommended product from chemist.
- * Remove all eggs (nits) with fine tooth comb. Dog's flea comb is effective.
Vinegar can soften the glue which attaches the egg to the hair.

Other methods:

- * Olive Oil. Apply 1/2 cup to hair, cover with shower cap and leave on for at least 4 hours, comb out lice and eggs.
- * Staphysagria Tincture. Herbal tincture which treats and prevents head lice. Massage a few drops into the scalp every 1-2 days for 10 days while head lice are present. Use weekly or fortnightly to prevent head lice. Can be purchased from: Simillimum Homeopathic Pharmacy, 20 Panama Street, Wellington, Ph: 499 9242
30mls Staphysagria tincture \$12.90. This will treat all members of family for 1 year.
- * Robi comb (not recommended for those with epilepsy or ADHD).
Kills lice only and needs to be used daily for two weeks to be effective.
- * Lavendar Oil
- * Tea Tree Oil. Use drops sparingly as essential oils are strong. Add a few drops in ordinary shampoo for 7-10 days while head lice are present. Add a few drops in massage oil (e.g. almond oil) and rub into back of neck for 7-10 days while head lice are present. Use weekly or fortnightly to prevent head lice.

HEALTH NURSE:

Our school's Health Nurse is Di Murdoch who can be contacted on 237-8521 or 027-227-8091. She is in school every Thursday – you can make a time to see her on any issue to do with the health of your child.

HOLIDAYS

School will be closed on the following public holidays:

Waitangi Day Monday 8 February

Easter
Queen's Birthday
Labour Day

Friday 25 and Monday 28 March
Monday 6 June
Monday 24 October

HOME & SCHOOL

We have an active Home & School Committee. We are always looking for new members. Our first meeting for the year is on February the 26th and we'd love to see you there. Look in the school newsletter for more information. We can be contacted on homeschool@titahibay.school.nz

HOMEWORK

There is an expectation that reading, basic number knowledge and oral language will occur on a regular basis at home. Teachers will help with this by providing home reading books or personal choice reading time, spelling, maths activities and/or games and ideas for building number knowledge.

Children enjoy a balance of being read to, reading with you, and reading for themselves. Books, magazines, comics, newspapers, model aeroplane instructions, the back of the Weet Bix packet ... whatever: it doesn't matter. As long as children are doing something that they are interested in, they will read and enjoy.

Oral language is the basis of all learning. Talking with children is an important part of home learning.

Each team has different expectations for homework. These are all set out on our school website and will be explained in each team's newsletter.

We also have optional KURA homework for all age groups on our website for any families that want an extra challenge. Up to 20 house points can be earned each term by students completing KURA homework. There will also be a morning tea each term put on for the children who complete this extra challenge.

HOUSES

All children are assigned a **house** when they start at Titahi Bay School and this is their house for their entire time with us. Brothers and sisters are always in the same house. Throughout the year, children will participate in events and sports where they can earn points for their house. On house event days we encourage the children to wear the colour of their house. The six houses are named after colours:

Kowhai – yellow

Whero – red

Kakariki – green

Kikorangi – blue

Papura – purple

Karaka – orange

At the end of each term, the house with the most points celebrates with a house event – Miranda McMahon is in charge of Houses.

HOUSE and CHARITIES EVENTS

You can earn points for your house a couple of times a term. Each term there will be two main events where you can earn house points. There will be a sports based event and another event where we support a charity by dressing up/doing art and collecting gold coin donations.

The events in 2016 are:

Term 1 Triathlon / Art focus (Diabetes Awareness)

Term 2 Cross Country / Book week – Character dress up (Pitt Hopkins Awareness)

Term 3 Tabloid Sports - Colour Day (Blind Foundation)

Term 4 School Athletics –Summer fun (Autism Awareness)

KAPAHAKA

We have kapahaka at school every Wednesday. The seniors (years 3-6) do kapahaka in the hall from 11.45-12.30. The juniors (years 0-2) do kapahaka in the hall from 1.30-2.00. Throughout the year, the children will be learning about and participating in powhiri, singing waiata, learning karakia, and they will actively participate in kapahaka. Words for some of the waiata that we sing are included in this booklet and are also on our school website.

KURA

This is the acronym that we use to help children to remember the four values that are special to us at Titahi Bay School.

We are **kind**; We work together in **unity**; We are **respectful**; We aspire to **achieve**.

LONG TERM PLANS

Each team writes a long term plan of what will be taught each term. You can find these on the school website.

LOST PROPERTY

Please name everything. In spite of our best efforts we accumulate large amounts of unclaimed clothing. If you would like to see if any of it is yours, please come and look in the lost property box kept in Te Manawa. All lost property left at the end of term is donated to charity.

LUNCHES

Monday – no lunch orders

Tuesdays – Subway only (order envelopes at the office)

Wednesday – no lunch orders

Thursday – Subway only (order envelopes at the office)

Friday – starting week 3 of term 1, Friday Food Fundraiser (look out for more information in the school newsletter)

Please note: There is no heating up of children's pies/sausage rolls from home or instant noodles.

MAORI AND PASIKIFA

The school recognises the unique position of Maori culture and Pacific Island cultures in our New Zealand society. In 2016 the achievement of our Maori and Pasifika children will be a focus for our BoT and Leadership Team. We will continue to work on the development of consultation with our Maori and Pacific Island community. We will also continue to develop and target achievement levels of our Maori and Pacific Island children. We want children to lead our powhiri, speak on the paepae and do the karanga. We have Murray Patterson working one day a week on waiata, Te Reo lessons, extension classes, Kapa Haka training and a boys mentoring programme. Murray will work with every child throughout our school during the year. We have a Pasifika tutor working one day a week teaching all children Pasifika songs and dances. We have a Maori and a Pasifika parent support group set up – please contact school if you would like to join.

MATHS-WHIZZ

Children in Rakau and Ngahere Teams are going to use Maths-Whiz, a learning tool in Maths. This is an internet based programme that can be accessed from home as well as school. It will also form part of the homework expectations in Rakau and Ngahere Teams. If you have an iPad at home, there is a Maths-Whiz app that you can download for free – your child will need to use their Maths-Whiz user name and password to use the app. We are committed to using Maths-Whiz at Titahi Bay School for 2016. We recommend that children spend three x 20 minute sessions on Maths-Whiz each week.

MEDICATION

If children bring medication to school, please label it clearly and bring it to the office. A form needs to be signed giving permission for our staff to administer it.

MEET THE TEACHER

In term one, we are going to hold a school picnic at Wainuiomata Pools to give you an informal opportunity to meet your child's teacher. This will be on Friday the 13th of February 2015.

In week 6 (9-13 March) you will have the opportunity to attend a 10 minute interview to formally meet the teacher and talk together about how your child has settled into their new class.

MESSAGES FOR CHILDREN

If you need to get a message to your child during school time we will do our best to do this for you. You can help by keeping such messages to a minimum and leaving plenty of time for the message to be delivered. Please ring before 2.30p.m. if you want a message to be delivered to a child by 3p.m.

MILK IN SCHOOLS

Our school is part of the Milk for Schools programme. Children are supplied with a 200 ml carton of chilled Anchor Lite UHT milk around 1.30pm each day. If you don't want your child to be given milk please contact Miranda McMahon. The milk is supplied by Fonterra.

MISCELLANEOUS

Sunhats and sunblock are required for Term 1 and Term 4. If your child does not wear a sunhat outside during these terms he/she will have to play under the shade structures.

Children may only ride bikes to school if they wear a cycle helmet. It is advisable for children to have a lock on their bikes, which are to be left in the bike stands located around the school.

Children may only ride scooters to school if they wear a cycle helmet. Scooters are to be left in the scooter stands located around the school.

The grass hides lots of sharp things. Footwear is essential.

Drink bottles must be plastic and unbreakable.

Matches, razor blades, knives, fireworks, alcohol and chewing gum are forbidden at school.

NATIONAL STANDARDS

To help you to understand what the National Standards are, we have a display in the back of the school hall and there is a booklet available on our school website which relates to your child's year level (Years 1 to 3 or Years 3 to 6). If you want to ask about National Standards, please talk with team leaders.

NEWSLETTERS

Every second Thursday the school newsletter is published. You can receive this via email, read it on the school website or receive a paper copy.

Each term, you will receive a team newsletter from the team that your child is in. These will also be published on the school website.

PARENT INVOLVEMENT

The school encourages all parents and caregivers to take an active interest in the education of their children. In addition to the regular interview sessions that are scheduled during the year, the Principal or class teacher can be approached through the office at any time for an appointment to discuss educational issues relating to children.

It is only through the help willingly given by volunteers that the school is able to provide its rich and varied programme of activities.

There are many ways that you can be involved including attending powhiri, class events, team events, trips, sports teams, coaching, managing a team, donating items, contributing food, the triathlon, attending interviews, team hui's, parent evenings and much more.

PB4L

This stands for Positive Behaviour for Learning. We expect our children to be KURA kids. For more information, have a look at the "We are KURA" pages at the back of this booklet.

PICKING UP OF CHILDREN EARLY OR ARRIVING LATE TO SCHOOL

If, for any reason, you are sending another adult/teenager to pick up your child during school hours, could you please make sure that you let the school office and the child's teacher know that they are coming. We need to ensure all children are **signed** out of school if leaving early. If your child arrives late they also must go to the office to sign in.

POWHIRI

Each term we hold two Powhiri. A Powhiri is our way of welcoming new children and their whanau into our school community. We also have Powhiri when we have special visitors come to see us. Dates for our Powhiri will be published in our school newsletters and you are always welcome to attend.

In term one, Powhiri will be held on:

- Tuesday 9th February at 9.10am
- Monday 14th March at 9.10am

Outline of our powhiri for new students and their whanau:

- A staff member and senior girls will meet you and your whānau in the staffroom when you arrive and they will explain what will happen during the powhiri.
- Senior girls will lead the karanga to call you onto our marae (the school hall). You will follow the senior girls into the hall, with men behind the women and children.
- The school will perform a haka powhiri as you walk to your seats. Our senior girls will guide you. Men will be seated in the front rows with women and children behind.
- There will be two speakers on our school paepae (seats at the front of the hall). There may be an adult among you who would like to speak on behalf of your group. If there is please let us know as you arrive.
- If there isn't a speaker someone from our school will speak on your behalf.

Titahi Bay School's protocol:

1. School speaker supported by a waiata (song)
2. Visitor's speaker and waiata (we will support you here if needed)
3. School speaker and waiata
Depending on how many speakers there are, the last speaker will always be the school speaker.
4. Karakia – a karakia will signify the end of the Maori component of the powhiri and allow English to be spoken.
5. Principal or Representative will speak supported by a waiata.
6. Greeting – hongi/handshake (speaker/s and men first) with school staff and representative.
7. Visitors exit the hall

Kai (refreshments) will then be served in the staffroom. We would love you to join us.

PRECIOUS BELONGINGS/TOYS

Although we do our best, things sometimes happen to the precious belongings children bring to school. It is best to leave such things at home. We accept no responsibility for such treasures.

PRT

This stands for Provisionally Registered Teacher. It means that the teacher is beginning their teaching career. After studying for a teaching qualification, all teachers must then complete at least two years of full time teaching in order to become a fully registered teacher. PRT's bring a wealth of knowledge and enthusiasm into their schools. We have two PRT's working at Titahi Bay School this year and we know that they are already stunning teachers.

REPORTING TO PARENTS

Term 1 – We will have a meet the teacher interview in week 6, on 7th and 8th March. This will give you a chance to meet the teacher and talk about how your child has settled into their new class. Children are expected to come along to these interviews.

Term 2 – We will have interviews and goal setting in week 9 (beginning 27th June). You will receive a written report during the interview and set some achievement goals together. These are three way interviews and children are expected to come along.

Term 4 – End of year report sent home in week 9 (9th December) – these reports state if your child has met the National Standards in Reading, Writing and Mathematics. An interview with the classroom teacher can be arranged, if required.

In addition to this, the class teacher can be approached at any time during the year for an appointment to discuss educational issues relating to your child. If further discussion is required, please contact the Team Leader.

You can also make an appointment to talk with the class teacher first then Miranda McMahon (Deputy Principal), Jamie Merrick (Deputy Principal) or Kerry Delaney (Principal) throughout the year.

RESOLVING CONCERNS

If you have a concern about your child, please first discuss this with their classroom teacher. If unresolved, the matter may be referred to the person who leads the team your child is in. If still unresolved, the issue may be taken up with the Principal. Please talk to the class teacher as soon as possible, as this is a proactive way of dealing with any matter. Concerns relating to other matters should be conveyed directly to the Principal.

SAFETY

There are some steps parents/caregivers should take regarding safety on the way to and from school:

- * inform school if your child is going to be absent or late
- * make sure the school has your latest home and work numbers
- * telephone school if your child is late home
- * know where your child is playing after school
- * contact the parents of any friend your child brings home after school.

SCHOOL CHARTER AND POLICIES

A copy of these is kept in a folder in the office in the Administration block. Parents/caregivers are welcome to come down and read them at any time. Feel free to take the folder into the staffroom and read it over a cup of tea. Parents are also kept informed of new policies through the Board of Trustees newsletters. Feedback is always welcome. These documents are also available through the website.

SCHOOL DONATION (Voluntary)

School donation for 2016 will be as follows:

School Donation: (voluntary)

1 child \$40 Family \$60 *The fees have been the same for six years now.*

This contributes towards computers, curriculum resources, playground equipment, classroom consumables, paper, and photocopying.

The school donation can either be paid as a lump sum or term by term. If you wish, you can pay by Eftpos (available at the office) or by internet banking or automatic payment - the bank account details are:

ASB Bank – Account No. 12325400277600.

If you have difficulty in paying the school donation, please contact the Principal.

Remember, the government pays for the basic level of education. All the extras have to be paid for and that is why we have school donations. We don't like charging parents for these extras but it is a fact of life and all schools request a voluntary school donation - many considerably more than Titahi Bay School.

SCHOOL HOURS

9.00 am	School Opens
9-10.40am	Lessons
10.40 – 11.00am	Morning tea break
11.00 – 12.30pm	Lessons
12.30 – 12.40pm	Eat lunch - Teachers sit with the children for these ten minutes
12.40 – 1.30pm	Second break
1.30 – 3.00pm	Lessons
3.00pm	School closes

For their own safety children should not arrive at school earlier than **8.30am** as teachers are busy preparing for the day and are not available for the supervision of children. If children want to go to someone's house after school, they must have their parent's permission before they leave home in the morning.

SCHOOL ORGANISATION

The Ministry of Education

The Ministry of Education represents the government's interests in the education system as a whole. It produces the guidelines and curriculum frameworks defining the educational outcomes that the government desires.

The Ministry provides the buildings and government funding which the school needs to operate.

The Board of Trustees

The Board of Trustees consists of the Principal, up to 5 members of the community elected by the parents of children at the school and a staff Trustee elected by the staff. The elected members serve for a period of three years.

The Board is responsible for setting the policy objectives of the school and overseeing its finances and operations.

The Principal

The Principal is responsible for the operational management of the school. In addition, the Principal is the professional leader of the school.

The Staff

Teaching staff are responsible for curriculum delivery, resource maintenance and administration.

Support staff assist the teaching staff with the successful delivery of class programmes.

SCHOOL PHOTOGRAPHS

Class photos and individual photos are taken annually by a professional photographer.

These will be taken on Tuesday 22 March 2015.

SCHOOL TERMS

There will be 4 terms in 2016. The term dates will be:

<u>Term 1:</u>	5 February – 15 April
<u>Term 2:</u>	2 May – 8 July
<u>Term 3:</u>	25 July – 23 September
<u>Term 4:</u>	10 October – 16 December

SOCIAL WORKER IN SCHOOLS – SWiS

We have a social worker who is based at Titahi Bay North School. Her name is Raola Sayer . She is available to support whanau/families in many ways. She can help to resolve or manage any difficulties you may be having which might create barriers for your child's academic progress or well-being and development. She can be contacted on 0297713594 or email:

raola.sayer@psc.org.nz

SPORTS IN SCHOOL

Sports, fitness and Physical Education are a regular part of our school programme. Children need to be prepared to participate in P.E. activities every day.

STATIONERY

Children will bring home a note when they need something. In December we send you a stationery list for the following year. This enables you to take advantage of the excellent specials available early January. The stationery list is also available at the office and on the school's website www.titahibay.school.nz This year you are also able to purchase stationery online through Office Max www.myschool.co.nz/titahibay (this link is on our website as well).

TRIATHLON

Great news - we have started the organisation for 2016. The date for our Triathlon is **Saturday 19 March** and the postponement date is **Saturday 2 April**. Please put these dates in your diary. If you can help in any way or get sponsorship please contact Michelle Sutton homeschool@titahibay.school.nz

A bit about the Titahi Bay School Triathlon:

This year will be our 8th year of running the Titahi Bay School Triathlon and every year it just gets even better! It is a

great way to fundraise a large amount of money and has become our main fundraising event of the year. This year the fundraising will furnish the kitchen of the cooking room.

- * In 2009 we fundraised for various equipment around the school
- * In 2010 we fundraised for acoustics for the hall
- * In 2011 we fundraised for staging for the hall
- * In 2012 we fundraised for new playground equipment
- * In 2013 we fundraised for new playground equipment
- * In 2014 we fundraised for cycling gear and bikes
- * In 2015 we fundraised for cooking room being built beside the hall
- * In 2016 we are fundraising for furnishing the cooking room

The triathlon promotes health and fitness and the children spend time training for the event as part of their Health and Physical Education programme at school.

All children are encouraged to participate and to collect sponsorship money for their participation. Prizes are awarded for the most money raised.

Feedback from children and families tells us that children get a lot out of participating in the triathlon and enjoy a real sense of achievement in being a part of the whole training/fundraising/competing process.

We have 3 categories of races to allow children who are not part of Titahi Bay School to participate. These races are 'Open Juniors – school age', 'Open pre-schoolers' and 'Open Seniors – older children'.

VISITING SCHOOL

Parents/caregivers are welcome to visit school at any time but our school policy is that they must call at the office first and sign in.

VISITORS TO THE SCHOOL – Code of Conduct

Statement:

To ensure that the learning and wellbeing of children is not adversely affected by the behaviour of visitors, including contractors, contract staff, parents or caregivers or relatives of children, and that all children are safe.

Objective

1. Unless they have been specifically invited to a classroom, visitors to Titahi Bay School are required to make their presence and their purpose known to the Principal or the office staff before visiting a classroom, particularly if they are picking up a child during school hours.
2. Teachers' instructions to children must at all times be supported by visitors; visitors should not distract children from the tasks they have been set or in any other way undermine the authority of the teacher.
3. Visitors who are working with children should ensure that they maintain a positive relationship with the children, especially by finding things to praise in their work; discipline is the responsibility of the teacher.
4. Children must not be touched or sexually harassed, nor be led into difficult situations. They should never hear swearing or bad language from a visitor.
5. Children's progress and behaviour in the classroom is confidential to the school and to their own parents; visitors are expected to refrain from discussing or comparing children in outside situations.
6. If this code is breached by any visitor the school has the right to insist they leave the school environs immediately.

WEBSITE

Our school website is www.titahibay.school.nz there is lots of information for families on our website. Make this the place you look for school information and newsletters.



Welcome to Titahi Bay School

This document outlines what we promote for positive behaviour for learning.

“Our purpose is to provide an education to our students in a safe and predictable environment”

We are KURA

GO-GETTER SLIPS

Each child has a Go-Getter slip for every 5 weeks of the term. Those children who stay on green all week are Go Getters and children who have visited the thinking zone less than two times a week are also Go Getters. At the end of the 5 weeks the children who have been Go-Getters for at least 4 of the 5 weeks get to join in on a Go-Getters celebration, chosen by the children of that team.

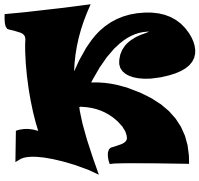
KURA COUPONS (Green)

Every morning tea and lunchtime duty teachers have up to 5 KURA coupons to give out to children who show our KURA values. The children write their name on the coupon and they put it in their house box in the library. Each term two names are drawn from each house box and those children get a prize to acknowledge their positive behaviour. The other children whose names are in the boxes earn points for their house.

KURA COUPONS IN THE COMMUNITY (Blue)

Kura coupons in the community have been given to our local shop keepers, the library, sports team coaches and managers. They will be given to Titahi Bay School students who show our KURA values out in the community. The children write their name on the coupon and they put it in their house box in the library. Each term two names are drawn from each house box and those children get a prize to acknowledge their positive behaviour. The other children whose names are in the boxes earn points for their house.

At Titahi Bay School we promote and focus upon these values.....

A large, bold, black stylized letter 'K' with a thick, rounded, and slightly irregular font.

KINDNESS

We are kind.

A large, bold, black stylized letter 'U' with a thick, rounded, and slightly irregular font.

UNITY

We work together in unity.

A large, bold, black stylized letter 'R' with a thick, rounded, and slightly irregular font.

RESPECT

We are respectful.

A large, bold, black stylized letter 'A' with a thick, rounded, and slightly irregular font.

ACHIEVE

We aspire to achieve.

A 'K.U.R.A' kid is...

Resilient

Compassionate

Helpful

Empathetic



Supportive

Honest

Inspired to
achieve:
try their
best

Proud to be a
KURA kid

Independent

Humour

Friendly

Healthy (mind
and body)

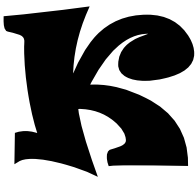



Confident

Has mana

Respectful

Polite

‘K.U.R.A’ in our classrooms

 Kindness	Look after others Include others Use positive words
 Unity	Work together Take turns Share
 Respect	Use manners Look after classroom equipment Listen to others
 Achieve	Follow instructions Be ready and organised Complete tasks Ask questions

'K.U.R.A' AROUND OUR SCHOOL

Library

- Handle resources carefully
- Keep shoes tidy
- Choose appropriate books

Toilets

- Wash hands and flush toilet
- Allow privacy for others
- Keep clean and tidy

Office

- Wait patiently for your turn
- Use names and speak clearly
- Move efficiently between class and the office

Eating

- Sit down to eat
- Put rubbish in the appropriate bins
- Put lunch boxes back in the correct place

Staffroom

- Understand teacher 'down time'
- Use a quiet voice and walk
- Only come into the staffroom after seeing the Duty Teacher or a Buddy Patrol

Lunch Order Room

- Line up nicely
- Use manners
- Order lunch at the appropriate time – before the bell goes

Walkways / Corridors

- Always walk
- Keep walkways tidy
- Be mindful of other classes working

Playground, Field, Courts

- Help others who are hurt or sad
- Include others in games
- Care for our grounds (the forts, school property, seats, sports equipment, gardens)

Hall (sports/games)

- Show patience towards others
- Enter and exit carefully
- Care for the environment (art on walls, stage)

Assembly

- Listen to the speaker and eyes on speaker
- Clap appropriately when celebrating the success of others
- Be proud when receiving praise and certificates

Te Manawa

- Include others
- Take turns
- Look after the equipment

Education Outside the Classroom / School trips

- Stay as part of a group / team
- Be proud of who we are
- Leave only footprints, take only photographs

Titahi Bay School

Traffic Light Classroom Behaviour System

Major behaviour

**CLASS
WITHDRAWAL**

Minor / Major
behaviour

TEACHER managed

**2nd warning = move to
'Thinking Zone'**

Stay in Thinking Zone for
rest of day

**All children start the
day on green
1st warning = oral
(no traffic light
movement)**

'Go-Getters' are children who consistently remain on green for the whole week *or* children who are moved to the Thinking Zone only 2-3 times during the week. These children will be rewarded with certificates at the end of the week.

BEHAVIOUR

Consider:

- * Is this a one-off or repeated behaviour?
- * Does the behaviour effect just the child involved or others?

MINOR

TEACHER MANAGED

Inappropriate language
Unsafe movement
Property misuse
Lateness after breaks
Unkind/Put-downs
Physical Contact
Not completing work

Disruption
Defiance

MAJOR

CLASS (or playground) WITHDRAWAL



BUDDY CLASS
(or playground)
TIMEOUT

Physical Aggression
Refusing class timeout
Repeated behaviours
Harassment/Bullying



JAMIE MERRICK
MIRANDA
McMAHON
KERRY DELANEY

Serious physical
aggression/Fighting
Hysteria / Rage
Refusing Buddy class
timeout
Swearing/abuse

CLASSROOM CONSEQUENCES: TRAFFIC LIGHT SYSTEM



1. Verbal warning



2. Move to Thinking Zone

3. Move to Orange – Time Out within class

BEHAVIOUR FORM

Fill out Behaviour Form (major)

For a playground incident fill in paper form and put in black box in staffroom otherwise fill in the behaviour form on Etap. Relievers fill in a paper form.

Follow up with the student immediately.

IF BEHAVIOUR REOCCURS WITHIN THE SAME TEACHING BLOCK:

Fill out Behaviour form (minor) on etap/paper.

Discuss at Team Meeting and document in your syndicate PB4L notes.

Teacher continues to monitor.

POSSIBLY:

Parent informed by phone or e-mail when child is on red or orange.

PB4L team discuss

Behaviour Plan

Monitoring Period

Principal Involvement

Check in Check out

SONGS, WAIATA & KARAKIA WE USE AT SCHOOL

KURA Song

Kakano, Koru, Rakau
Ngahere, together we will grow
We will grow
From my School to my Family
I'm bringing change to my community
Singing

I'm a KURA kid, living the Kura way
Everywhere I go
My home Titahi Bay
Kindness, Unity, Respect and Achieve
Every single day
I'm living the Kura way

I'll do my best, I'll strive to succeed
Include others – we are all family
Tell me a joke and I'll laugh with you
And I'll be learning when I'm 22

If you're lonely I'll be your friend
When you fall down I'll help you get back up again
Work together, we can achieve
'Cos we're stronger, united
We work for our dreams

Te Tikanga

E hāro ana te kotuku
Ka titiro i ngā manu hou
I ngā pī
Ka ako, ka korikori, ka katakata
E tiu ana
Ko nga mahi a te rehia

Te tikanga o te kura nei

Manaakitanga

Kotahitanga

Whakarangatiratanga

Kia tutuki ai ia tātou e

Na te kakano ko te koru
Whāngaihia te mātauranga, te aroha
Na te rakau ka puta ko te ngahere
Pai rākau Pai hua e

Rere mai i Rangituhi
Ki Kenepuru e koropupu ana
ki te tai o Pare e rua
Tiro i nga whare tae-maha
Topa atu i te taha o Whitireia
Maranga Maranga Karanga Hi

E Hara i te Mea

E hara i te mea
No nainei te aroha
No nga tupuna
I tuku iho, I tuku iho

E Toru nga mea

E toru nga mea
Nga mea nunui
E kii ana
Te Paipera
Whakapono
Tumanako
Ko te mea nui
Ko te aroha

Haere Mai

Haere mai – haere mai
Haere mai – haere mai
E nga iwi e
Haere mai
Ki runga o te marae
Hui mai tatou katoa

E hine ma – e hine ma
E tama ma – e tama ma
Hapainga to mana Maori e

Kia rewa runga rawa
I a ha ha
E nga iwi e
Haere mai
Haere mai

Titahi e

Kaea: Titahi e
Koutou: E karanga e te iwi e
Kaea: Kua eke mai nei
Koutou: Kua eke mai nei ki runga
Te marae e
Kaea: Mauria mai
Koutou: Mauria mai e nga mate o
te motu e
Kaea: Me nga tini roimata
Koutou: Me nga tini roimata e
Maringi whanui e
Tane: Titiro e nga iwi
Koutou: Titiro e nga iwi ki nga mahi o
Te motu e hora atu nei e
Tane: Ru ana te whenua
Koutou: Ru ana te whenua whati ana te
Moana (te te te ha)
Kaea: Aue te aroha
Koutou: Aue te aroha te mamae i ahau e

Kaea: Aue te aroha
Koutou: Aue te aroha te mamae i ahau e

Tane: Ru ana te whenua whati ana
Hi

He Hōnore

He hōnore he kororia
Maungārongo ki te whenua
Whakaaro pai e
Ki ngā tāngata katoa
Ake, ake, ake, ake
Āmine
Te Atua, te piringa
Tōku oranga.

Maku Ra Pea

Maku ra pea
Maku ra pea
Maku koe e awhi e
Ki te ara, ara tupu
Maku koe
E awhi e

Whakataka te Hau

Whakataka te hau ki te uru
Whakataka te hau ki te tonga
Kia makinakina ki uta
Kia mataratara ki tai
E hi ake ana te atakura
He tio, he huka, he hauhu
Tihei mauri ora

Te Aroha

Te Aroha
Te Whakaponu
Me te Rangimarie tatou tatou e
He tangata ke koutou
He tangata ke matou

Whakaaria Mai

Whakaaria mai
Tōu rīpeka ki au
Tiaho mai
Ra roto i te pō
Kei kōna au
Titiro atu ai
Ora mate
Hei au koe noho ai
Amine

Haka Powhiri

Kaea Kia Mau
Katoa Hi!
Kaea Aue Hei runga he raro
Kato Hi Ha
Kaea Aue Hei runga he raro
Katoa Hi Ha

Kaea A ha toia mai
Katoa Te waka
Kaea Ki te urunga
Katoa Te waka
Kaea Ki te moenga
Katoa Te waka
All Ki te takotoranga ai
 takoto ai Te waka
 Hi!

Karakia Timatanga

E te Atua
Manaakitia mātou me o mātou whanau
Awhinatia mātou ki tēnei mahi mo tēnei ra
Amine

God look after us
Help us do this work this day.
Amen

Whakataka te hau ki te uru
Whakataka te hau ki te tonga
Kia makinakina ki uta
Kia mataratara ki tai
E hi ake ana te atakura
He tio, he huka, he hauhu
Tihei mauri ora

Cease the winds from the west,
Cease the winds from the south,
Let the breeze blow over the land,
Let the breeze blow over the ocean,
Let the red-tipped dawn come with a sharpened air,
A touch of frost, a promise of a glorious day

Karakia Whakamutunga

Kia tau, kia tātou katoa

Te atawhai o to tātou ariki

A Ihu Karaiti

Me te aroha

O te Atua

Me te whiwhinga tahitanga

Ki te wairua tapu

Ake, ake, ake

Amine

Descend upon us the grace of our Lord Jesus Christ.

The love of God and the fellowship of the Holy Spirit for evermore.

Amen