

More Than A School



Hauraki Plains College



General Information Guide 2024

Principal's Welcome



Kia ora mai tātou,
Ngā mihi ki a tātou.

Thank you for showing interest in our school. We can't wait to meet you. Here at Hauraki Plains College, excellence IS our tradition. When we talk about excellence, it is more than NCEA excellence. Excellence means different things to different people. It could be:

- Moving through the trades and into a vocational pathway beyond school
- Being exceptional at sports and representing HPC and our community
- Supporting local organisations that look after our most vulnerable people
- Gaining a scholarship from Auckland University and a place in Engineering
- Connecting to whakapapa and understanding more about Ngati Hako
- Being awesome at the drums and entering the Rockquest
- Being a 'seeker' in our Hub, and supporting others with the services the Hub offers our students

Celebrating success is important to us at Hauraki Plains College. We want all our young people to walk across life's stage with dignity, purpose and options. We look forward to finding out more about the aspirations you have for your student and how you view excellence.

We are entering an exciting period of change in education, culminating with a new curriculum to be released across New Zealand in 2026. Our school is built on strong traditions and values, and we will hold these close as we make decisions to take our school and learning forward. "Ka muri, ka muri" - we walk backwards into our future.

Developing a culture of care is important to us. We have River Guides who will be your students' champion for their 5 years at Hauraki Plains College. The River Guide will support, mentor and be your students' biggest cheerleader. History shows us that educational outcomes are improved when students have a significant adult supporting their learning and growth. Looking after each other is just as important as caring for oneself. We aim to be part of a school community where people care for one another and lift each other up. Being excellent ourselves is a start, but to take the next step and enhance the mana of others is what will really transform our community and country. Hauraki Plains College is truly 'More Than a School'.

We welcome your support.
Ko te amorangi ki mua, ko te hapai o ki muri.

Sharon Moller
Principal | Tumuaki

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Hauraki Plains College



Who am I ?



**What am I
here for ?**



**Where am I
going ?**



OUR PURPOSE

Rangatiratanga

OUR PEOPLE

Manaakitanga

OUR PLACE

Kaitiakitanga

**More
Than
A School**

www.haurakiplains.school.nz



Statement of Intent

**More
Than
A School**



Hauraki Plains College

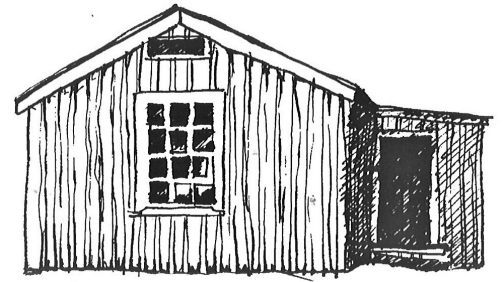
Our Purpose

Our core purpose is to educate our rangatahi so they can take their place as contributing citizens of their communities, of Aotearoa New Zealand and of the world. Our mission is to be more than a school in providing extensive learning opportunities and experiences outside the classroom; in delivering excellent and equitable outcomes and in supporting the holistic wellbeing of all students. We endeavour to shape young people who are learning ready, life ready, work ready and world ready.



Our Place; Our Stories

Our school acknowledges a heritage grounded in two founding stories - that of Hako, the ancestor of the Tangata Whenua, who travelled up the Piako River on a whale and that of the European pioneers who transformed the Piako swampland into the Hauraki Plains. We first began as Orchard School when in 1912, fifteen young pupils, met for three days each week in a borrowed



Lands and Survey Hut. Two years later, the first classroom, nicknamed 'The Dog Box' was built. From 1918 further class rooms were built and a secondary department was established and Orchard School was renamed Ngatea District High School. When Ngatea Primary was opened, the intention was to close down the school, but through the determination and resilience of local families, Hauraki Plains College was officially established in 1963. From these humble beginnings, our school has continued to grow and serve the community of the wider Hauraki area.

Our Commitment to Te Tiriti o Waitangi (Treaty of Waitangi)

Under Te Tiriti we have a joint responsibility with iwi, hapū, and whānau to help ensure that HPC supports and sustains Te Ao Māori (*Māori worldview*). We appreciate that Māori have rights as Tangata Whenua (*indigenous peoples*) of Aotearoa New Zealand. We understand under Te Tiriti, the significance of Taonga (*treasured possession*) which includes Te Reo (*Māori language*), Tikanga (*ways of doing things*) and excellent and equitable outcomes for all ākonga (learners).

Our Guiding Principles

- 'Each for All' (Quisque Pro Omnibus) is our school motto. While we seek the best outcomes for each individual, this is never more important than our collective identity and purpose.
- The **Hauraki Way** is how we do things around here and establishes the expectations and standards for our school.
- The Hauraki Way is upheld by our core **values**:
 - Rangatiratanga: We encourage our students to be their best selves and do their best work.
 - Manaakitanga: We treat each other with respect and kindness, upholding the mana of others.
 - Kaitiakitanga: We take our place as guardians of our heritage and future; in upholding the mana of HPC; in taking care of our environment and leaving a legacy for the future.
- These guiding principles will inform how we make decisions now and moving forward.



Whakatauki

"Whaia e koe ki te iti kahurangi;
ki te tuohu koe, me maunga teitei"



Every student needs a champion, a significant adult, a ‘go to’ person; someone who guides students as they navigate their way to the future; someone who says ‘this work is important and I will not give up on you’.

We want our students to believe: *I am capable, I matter, I belong*. We want them to practise Rangatiratanga, Manaakitanga and Kaitiakitanga. We want them to take responsibility for their own learning, achievement and wellbeing.

Students will have a 10min check in Monday, Tuesday, Thursday and Friday with their River Guides and Wednesday mornings is a 75min structured lesson “learning ready, life ready, work ready, world ready” programme.

For this purpose we have established River Whānau who, where possible, stay together for their time at college. The role of the River Guide is critical, their job is to:

1. Build positive relationships:

- Get to know students and take an ongoing interest in each student
- Shape the River Whānau to be a supportive team for each student

2. Monitor and encourage students to do well in their students and achieve qualifications

- Monitor their progress through the year and support students to achieve their best work
- Liaise with teachers and caregivers / whānau if the student is facing challenges in their learning

3. Help to support students with behavioural issues and wellbeing needs

- Help students to meet the school’s expectations for behaviour (The Hauraki Way)
- Follow up attendance issues
- Take a role in monitoring the wellbeing of each student.
- Encourage students to seek help
- Encourage students to participate in co-curricular events

4. Provide a life skills programme that focuses on:

- Positive identity
- Learning tools
- Career Pathways
- Personal wellbeing
- Positive relationships
- Life skills
- Our story, our Whānau
- Our place in the world

5. Be a point of contact for parents and whānau



The Hauraki Way expresses the standards of behaviour we have for all students. We believe that young people learn best in an environment where there are non-negotiable boundaries and high expectations with a no blame, no shame, no excuses approach.

The Hauraki Way applies to all times; this includes any time or place when a student of HPC can be identified as such either through uniform, membership of a school team or group or any other means. It includes from the time of leaving until returning home and all other occasions which are school activities or events.

Hands off People and Property: our *Safety standard*

Except in legitimate sporting activities, any kind of physical contact including pushing and fighting, bullying, gang style handshakes, hugging, theft of property and touching are off limits.

Allow Learning to Happen: our *Classroom standard*

It is not ok to disrupt the learning of others. Students who are disruptive will be withdrawn from class in the first instance and a behaviour management plan implemented.

Use Appropriate Language: our *Respect standard*

Swearing, abusive and inappropriate talk is unacceptable, either when communicating with fellow students, to staff, on the sports field, on the street or any other occasion within the hearing of members of the wider school community.

Remember your Manners and RMK: our *Character standard*

An attitude of respect for self and others is a measure of good character. Manners open doors that even the best education cannot.

Alcohol, Smoking and Drugs (and any other illegal behaviours) are not on: our *Legal standard*

We have zero tolerance to any behaviours that are illegal and police will be informed. This includes, but not limited to: alcohol, smoking, drugs and vaping, theft, weapons and breaches of the Harmful Digital Communication Act.

Keep it kind. Keep it tidy. Keep it honest: our *Integrity standard*.

If you can be anything, be kind; don't be mean. Be a tidy kiwi within our environment. Do the right thing, even if it is the hard thing. This includes academic honesty.

Instructions must be followed; adults are in charge: our *Authority standard*

Students are expected to follow the reasonable instructions of staff. This ensures an orderly and respectful environment for learning.

Wear our Uniform with Pride: our *Identity standard*

When it comes to uniform, we sweat the small stuff since uniform is a visual symbol of the collective pride and identity of our school.

Arrive on time and stay within school boundaries: our *Right Time and Place standard*

We expect students to be in the right place, at the right time with the right attitude.

You are responsible for your own actions: our *Accountability standard*

We believe that choices have consequences, and that students need to be held to account for inappropriate behaviours. This applies to all behaviours including use of digital technologies.





Subjects:

At Year 9 level all students take a broad programme including English, Mathematics, Humanities, Science and Physical Education as well as introductory studies in Technologies (Food, Wood, Metal, Graphics, Media, Digital), The Arts (Art, Music, Drama, Dance) and Te Reo Māori.

At Year 10, students are given more choice and a greater range of options including Agriculture/ Horticulture and Engineering. Details of these options are available from the Year 10 Subject Guide.

YR9 CERTIFICATE & YR10 DIPLOMA OF LEARNING

CALCULATION OF GRADE POINT AVERAGE (GPA)

70%: Progress of Learning

Six subjects each offer a maximum of four progress points. Progress points are based on pre-topic and post-topic tests, class assessments, and teacher judgements. Students earning less than 24 progress points will have their progress worked out as a percentage of 70%

24 progress points = 70%

10%: Attendance

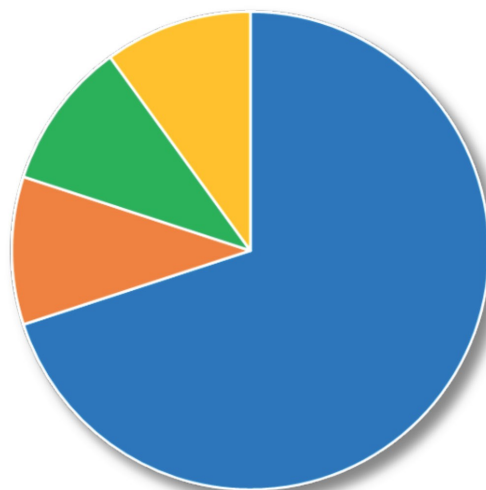
- 0% Two or more unexplained class absences
- 5% One unexplained class absence
- 10% No unexplained class absences

10%: Out of Class Participation

- 0% No Participation
- 10% Participating in one or more activities

10%: Hauraki Way and RMK

- 5% Sometimes upholds
- 8% Mostly upholds
- 10% Always upholds Hauraki Way and RMK



ENDORSEMENTS*

Achieve: GPA of 50% to 74%

Merit: GPA of 75% to 84%

Excellence: GPA of 85% to 100%

**Term 2, Term 3 and Term 4 GPA's are averaged to calculate the endorsement level*



Programmes of learning for Years 11, 12 and 13 are based on the National Certificate of Educational Achievement (NCEA) Levels 1, 2 and 3. Courses are structured to encourage students to develop a flexible pathways approach to their learning while keeping their options open for the future. Students can also learn at multiple levels of NCEA.

To help parents and employers better understand NCEA, an app is available for mobile devices – phones and tablets. Called the 'NCEA Guide', the app provides quick and easy access to key information about NCEA.

Full details of the subjects and the prerequisites are outlined in the Senior Subject Information Guides which are given to all students to help with subject selection. The Careers Co-ordinator and Academic Dean provide advice and guidance in subject selection at each year level. Parents are encouraged to be part of this process.

Subjects Offered: *(Courses may change due to staffing or demand)*

Accounting	English	Outdoor Education
Agriculture	Film Making	Photography
Art	Furniture	Physical Education
Automotive Engineering	Geography	Physics
Biology	Health Studies	Primary Industries
Building and Construction	History	Science
Business Studies	Horticulture	Sculpting Whakairo
Calculus	Hospitality	Sociology
Chemistry	Legal Studies	Statistics
Classical Studies	Māori Cultural Studies	Technology Food
Design and Visual Communication	Materials & Processing Technology	Technology Metal
Digital Technologies	Mathematics	Technology Wood
Drama	Media Studies	Te Reo Maori
Dance	Music	Tourism
Engineering		Trades Academy

Vocational Pathway Awards

Students are able to work towards Vocational Pathway Awards relevant to a number of career directions including Primary Industries, Building and Construction, Manufacturing and Technology, Services (e.g. Hospitality), Creative Industries and Social and Community Services.

Gateway

Each year over 100 students are given work placements relevant to career interests.



Learning Support and Extension Programmes:

An extensive Learning Support programme is in place for students who need extra help, particularly in reading, writing and mathematics. More academically able students are provided with a range of opportunities to provide additional challenge including languages, correspondence and university papers.

The Learning Support Team co-ordinates learning support for students with learning difficulties, gifted and talented needs and others requiring additional learning support.

SENCO	Mrs Jacqui-May Allison-Dodds	jacqui-maya@haurakiplains.school.nz
Deputy Principal Learning Support	Mrs Laura Dowding	laurad@haurakiplains.school.nz
Learning Support Co-ordinator	Mr Brian Woolcock	brianw@haurakiplains.school.nz

A range of courses are offered through the Correspondence School as well as a range of full year and short courses such as first aid, learner driver licence and hairdressing.

Google Classroom:

Parents are encouraged to sign up for announcements via each Google Classroom. In February, parents/ caregivers will receive an invite via email to subscribe to weekly summaries of classroom learning.

Tutorials:

Tutorials are offered throughout the year at lunchtimes or after school at no cost. Teachers and senior students are available during these times to provide students with extra help.

Homework:

In order to consolidate learning at school and develop sound work habits, a reasonable amount of homework is expected from students. It is not intended that homework should be burdensome, but to be of value, it must be regular.

At Years 9 and 10, students will be required to do approximately two hours per week, extending to 5 or more hours for senior students. Parents are encouraged to contact the River Guide if you have a concern about homework.

Weekly e-Bulletin

Every week, parents receive an e-Bulletin with announcements and reminders.



Extending Opportunities

Sports, Cultural & Leadership Opportunities

Cultural Activities: An extensive range of cultural opportunities include: <i>(may change due to staffing or demand)</i>		
48 Hour Film	Christian Club	Showquest
Art Champs	Duke of Edinburgh	Student Council
Book Club	Japanese Club	School Magazine
Breakfast Club	Jazz Band	Movie Club
Chess	Kapa Haka	Young Farmers Club
Choir	Photography Club	

Sports Opportunities include but not limited to the following:		
Badminton	Esports	Rowing
Basketball	Football	Rugby
Clay Target Shooting	Golf	Table Tennis
Cricket	Hockey	Tennis
Cross Country	Lawn Bowls	Touch
Cycling	Moto-X	Volleyball
Equestrian	Netball	Waka Ama

Leadership & Service:

The development of character through leadership and service opportunities within HPC and the wider community is an important part of what we do. If we want our young people to become respectful, responsible and contributing citizens, who feel they have a stake in their future, we need to and encourage and support them in this.

Senior Graduation:

To ensure that our school leavers have the life skills, knowledge and values required to be fully prepared for their future lives, we hold a senior graduation formal ceremony. To achieve senior graduation, students are required to fulfil a number of requirements including: developing a career pathway, preparing a CV, taking a mock interview for a job, setting and committing to personal learning goals, managing personal finances, formal table manners, completing 20 hours service in our community, fixing a tyre, ironing a shirt and making a simple meal.

School Costs



The Board of Trustees have opted in to the Ministry Donations Scheme in which the government will pay the College \$150 per student per year. **No donations** are requested from Parents / Whānau except for overnight camps.

Payment options for uniform are available through Argyle's and stationery is through OfficeMax, these are listed here: Direct debit, account to account, credit card, 6 week payment plan and WINZ payment over the phone.

Stationery :

Stationery is available online at Officemax through the 'Back to School' programme www.myschool.co.nz

Uniform:

The Hauraki Plains College uniform is available to purchase from Argyle Schoolwear online. Go to www.argyleonline.co.nz and select Hauraki Plains College under Shop ArgyleOnLine.

Hapu shirts, PE/sport shorts and two options of summer footwear are available through NZ Uniforms www.nzuniforms.com. These are high quality black roman sandals or McKinlays safari sandals.

Specific Subject Contributions:

The school has a responsibility to offer programmes which provide a wide range of experiences and also satisfy national course requirements. We endeavour to do this while keeping subject contributions as low as possible. Contributions to costs for each subject is provided in the Subject Information Guides. These are to cover the costs of take home items only and stationery.

Sports Fees and Cost:

Students participating in co-curricular sporting codes and teams are likely to have fees and costs associated with this. Sports fees are made known through the school e-bulletin and must be paid at the beginning of the sports season. If parents / whānau need help with sport fees, an arrangement can be put in place. For more information regarding Sports, refer to the HPC Sports Handbook on our website.

Financial Hardship

We do not want any student to miss out on learning, sporting or cultural opportunities. If you require financial assistance, please email Sharon Moller principal@haurakiplains.school.nz



School Uniform



**See page 11 for ordering uniform information*

General Expectations: Wear our uniform with pride.

HPC expects students to maintain a high standard of dress and personal presentation at all times, including a clean, tidy and correct uniform as a condition of attendance which is agreed upon at enrolment.

Any variations to the uniform code must be approved by the Board of Trustees.

The standard for clean, tidy and correct uniform, including hair and grooming, is determined by the Senior Leadership Team.

Girls' skirts must be mid-calf length i.e. midway between ankle and knee. Students will be required to adjust the hem or replace skirts which are shorter than this.

Students are encouraged to wear the uniform cap during the summer months. No other hats, sports hats or beanies are permitted and the college cap must be worn correctly.

The standard HPC jacket is the only jacket allowed. Passes will not be issued for any other jackets. For additional warmth in winter, it is recommended that all students wear extra layers of clothing; however, these must be white or black depending on the colour of the shirt/blouse and must not be visible.

During the summer months, all students wear the prescribed black Roman sandals as indicated by the school's online uniform provider. During winter, only black leather, low heel, standard lace up school shoes are accepted.

Photos of students who are not in correct uniform including sports uniforms will not be published or posted in any school communication.

Taonga, Tā Moko and Korowai

Tangata Whenua, that is rangatahi of Māori ancestry, are afforded the right under Te Tiriti to wear a Taonga of cultural significance in the form of a traditional Māori neck pendant with school uniform and visible Tā Moko.

The Taonga must be of greenstone or bone and may be worn tucked in close to the heart or on the outside lower than the vee of the shirt or jersey. Taonga must be tucked in or removed for health and safety reasons in PE, sports and workshop classes.

To protect the integrity of Taonga and Tā Moko, a register

will be kept by the school and if needed, clarification will be sought by the designated te pouarahi (Māori leader). A korowai of cultural significance may be worn at special formal occasions such as awards ceremonies, formal prize givings and graduation.

Other Items of Cultural, Spiritual or Sentimental Value and Jewellery

The only jewellery students may wear is one plain silver or gold stud in each ear. Nose or other facial studs are not permitted including clear studs and spacers.

Students (other than rangatahi of Māori ancestry) may wear a pendant if it has significant cultural, spiritual or sentimental value. This must be worn tucked inside the shirt and not visible. A register will be kept of pendants of cultural, spiritual or sentimental significance. Tattoos must be covered.

Badges earned at school or a school related event (RMK badges, Blues and Leadership badges) may be worn with school uniform.

Hair and Makeup

Natural is a key word when it comes to hair, makeup and fingernails.

Hair must be clean, neat and tidy and styled in a reasonably conventional manner including natural hair colourings. Hair must be kept out of students' eyes and long hair (i.e. over the eye brows or touching the collar) must be tied back at all times.

Girls are permitted to wear natural looking makeup only. Finger nails and eye lashes must also be of a natural look.

Boys must be clean shaven.

Number Ones (dress uniform) and Special Occasions

Our 'number ones' are our highest expression of our collective identity as a school and reserved for student leaders and sports teams.

Physical Education, Sports and Cultural Uniforms

The PE uniform consists of a Hapu shirt and plain black HPC shorts (no touch or league shorts) and suitable footwear (sports, running or court shoes)

All Sports and Cultural uniforms must be approved by the Board or the Sports Executive on behalf of the Board.

The Sports Executive determines the uniform to be worn before, during and after sporting events.



JUNIOR GIRLS UNIFORM (YEARS 9 -10)

SUMMER	WINTER
HPC checked skirt (year round use)	HPC checked skirt (year round use)
Dark grey HPC shorts (optional)	Dark grey HPC shorts or trousers (optional)
White short-sleeved blouse with HPC monogram and black tie	White short-sleeved blouse with HPC monogram and black tie
Black roman or McKinlay safari sandals (standard school-type only)	Shoes: Clean, black leather lace-up standard / regular school shoes. Low heeled (must have distinct heel), maximum 5cm, no sports or 'street' shoes.
Red HPC jersey	Black opaque tights (with skirts) Long grey socks (with shorts) or short black socks (with trousers)
HPC softshell black jacket	Red HPC jersey and / or HPC softshell black jacket
Black HPC regulation cap (No other hats acceptable)	Black and white HPC scarf (optional). No other scarves acceptable
	Plain black woollen gloves are permissible

SENIOR GIRLS UNIFORM (YEARS 11 - 13)

SUMMER	WINTER
HPC grey skirt (year round use)	HPC grey skirt (year round use)
Dark grey HPC shorts (optional)	Dark grey HPC shorts or trousers (optional)
Grey striped short-sleeved blouse with HPC monogram and black tie (Year 11 -12)	Grey striped short-sleeved blouse with HPC monogram and black tie (Year 11 -12)
Black and white check short-sleeved blouse with HPC monogram and black tie (Year 13)	Black and white check short-sleeved blouse with HPC monogram and black tie (Year 13)
Black HPC jersey	Black HPC jersey and / or HPC softshell black jacket
Black roman or McKinlay safari sandals (standard school-type only)	Clean, black leather lace-up standard / regular school shoes. Low heeled (must have distinct heel), maximum 5cm, no sports or 'street' shoes
Black HPC blazer (optional)	Black opaque tights (with skirts) Long grey socks (with shorts) or short black socks (with trousers)
HPC softshell black jacket	Black HPC blazer (optional)
Black HPC regulation cap (No other hats acceptable)	Black and white HPC scarf (optional). No other scarves acceptable
	Plain black woollen gloves are permissible

Sports and Cultural Uniforms

All sports and cultural team uniforms must be approved by the Principal on behalf of the BOT or Sport Executive. We endeavour to keep additional costs to minimum, making maximum use of college standard uniform items. Students are advised of uniform requirements at the beginning of the sports season.



JUNIOR BOYS UNIFORM (YEARS 9 -10)

SUMMER	WINTER
Black short-sleeved polo shirt with HPC monogram	Black short-sleeved polo shirt with HPC monogram
Dark grey HPC shorts	Dark grey HPC shorts, or long grey trousers (optional)
Black roman or McKinlay safari sandals (standard school-type only)	Grey HPC jersey and/or HPC softshell black jacket
Grey HPC jersey	Clean, black leather lace-up standard / regular school shoes. Low heeled (must have distinct heel), maximum 5cm, no sports or 'street' shoes
HPC softshell black jacket	Long grey socks (standard HPC uniform only)
Black HPC regulation cap (No other hats acceptable)	HPC scarf
	Plain black woollen gloves are permissible

SENIOR BOYS UNIFORM (YEARS 11 - 13)

SUMMER	WINTER
Grey striped shirt with HPC monogram (Year 11 -12)	Grey striped shirt with HPC monogram (Year 11 -12)
Black and white check short-sleeved shirt with HPC monogram (Year 13)	Black and white check short-sleeved shirt with HPC monogram (Year 13)
Dark grey HPC shorts	Dark grey HPC shorts, or long grey trousers (optional)
Black HPC jersey	HPC tie, worn with long trousers (shirt must be tucked in)
Black roman or McKinlay safari sandals (standard school-type only)	Clean, black leather lace-up standard / regular school shoes. Low heeled (must have distinct heel), maximum 5cm, no sports or 'street' shoes
Black HPC regulation cap (No other hats acceptable)	Long grey socks (standard HPC uniform only)
Black HPC blazer (optional)	Black HPC jersey and / or HPC softshell black jacket
	Black HPC blazer (optional)
	HPC scarf (optional) No other scarves acceptable
	Plain black woollen gloves are permissible

Number One Dress Uniform ('Number Ones'):

'Number ones' are worn whenever students represent the College, including sports and cultural events and formal occasions such as prizegivings. 'Number ones' may be hired through the Hub.

Boys: Long grey trousers, long sleeved white shirt, college tie, college blazer (not jacket), black standard school shoes

Girls: Senior skirt or optional grey trousers, college girls blouse, college blazer (not jacket), black standard school shoes.

Note: Any changes to the school uniform must be approved by the Board of Trustees and communicated via newsletter and HPC Facebook page.



The following is intended as useful information for parents and students. Any suggestions as to how our school practices could better meet the needs of parents and students are always welcome.

The School Day:

Students are required to be at school by 8:35am and the final bell rings at 3:05pm. *Please note: bell times may change from time to time.*

Monday	Tuesday	Wednesday	Thursday	Friday
8:40am – Warning Bell	8:40am – Warning Bell	8:55am – Warning Bell	8:40am – Warning Bell	8:40am – Warning Bell
River Check-in 8.45 - 8.55	River Check-in 8.45 - 8.55	River Whānau Learning 9.00 - 10.15	River Check-in 8.45 - 8.55	River Check-in 8.45 - 8.55
Block 1 9.00 - 10.15	Block 1 9.00 - 10.15		Block 1 9.00 - 10.15	Block 1 9.00 - 10.15
Block 2 10.20 - 11.35	Block 2 10.20 - 11.35	Block 2 10.20 - 11.35	Block 2 10.20 - 11.35	Block 2 10.20 - 11.35
Interval 11.35 - 12.00	Interval 11.35 - 12.00	Interval 11.35 - 12.00	Interval 11.35 - 12.00	Interval 11.35 - 12.00
Block 3 12.05 - 1.20	Block 3 12.05 - 1.20	Block 3 12.05 - 1.20	Block 3 12.05 - 1.20	Block 3 12.05 - 1.20
Lunch 1.20 - 1.50	Lunch 1.20 - 1.50	Lunch 1.20 - 1.50	Lunch 1.20 - 1.50	Lunch 1.20 - 1.50
Block 4 1.50 - 3.05	Block 4 1.50 - 3.05	Block 4 1.50 - 3.05	Block 4 1.50 - 3.05	Learning Lab 1.50 - 3.05

Attendance:

A young person is required by law to attend school every day on which the school is open until the age of 16 years is reached. A 90% attendance rate is required to achieve the Junior Certificate of Learning, the Junior Diploma of Learning and for Senior Graduation. Absence for ill health, medical or dental appointments and family bereavements require an explanation from parents / caregivers.

We appreciate parents emailing (studentservices@aurakiplains.school.nz) or phoning in and leaving a message on any day your child is absent.

Parents can also communicate an absence via the school app. Absence for matters outside the above, especially extended absences require the principal to be informed. Please be aware that in most cases, the Ministry deem absences, such as family holidays, to be unjustified.



Passes Out of School:

For safety reasons, it is essential that the school knows the whereabouts of pupils at all times during the school day. Pupils who need to leave the school grounds for any reason during the school day need a Street Pass. This is issued by the Duty Dean and requires a written note from home. Street passes are not issued to buy lunch or food downtown. Students are not permitted to go home or visit the homes of friends during interval or lunchtimes.

Illness at School:

A sickbay facility caters for pupils suffering injury or who are temporarily unwell. Children who are clearly unwell at home should not be sent to school. Staff trained in First Aid are on hand to deal with most minor injuries and illness. In more serious or urgent matters, pupils will be referred to the Health Centre in Ngatea and the College will make every effort to contact parents / caregivers or the emergency contact number. To assist in this, it is essential that an emergency contact phone number is given to the College on enrolment.

Pupils who become unwell during the school day will be directed to the sick bay and in most cases, parents / caregivers or the emergency contact will be contacted for the student to be collected and taken home. Parental consent is required for pain relief medication to be issued.

Bus Travel:

To be eligible to travel on school buses, students must live more than 4.8 kilometres from any secondary school. For specific information on bus routes, please contact:

- **Hauraki Area:** Go Bus 07 846 1975 (ask for Coromandel area)
- **Paeroa Area:** Dee's Private Hire 07 862 6985
- **Thames & Tairua Area:** Tairua Bus Company - Steve 027 211 0983
- **Thames Area:** Thames Taxis (thamestaxis@xtra.co.nz)
- **Hunua Area:** Vicky Bean (the_beans@xtra.co.nz)
- **Franklin Area:** Leyton Hookway 020 462 5568 (hpcpukekohevan@gmail.com)
- **Pukekohe/Bombay Area:** Scott Dales 021 216 2371 (thereandback238@gmail.com)
- **All other enquiries:** HPC Bus Controller - Michelle Isbister (michellei@haurakiplains.school.nz)

Pupils are expected to be at their pick-up point at least 10 minutes prior to the suggested pick-up time. Buses are not public transport vehicles. Travelling on another bus from your normal one is **not** permitted.

Expected behaviour of students using school buses:

1. All passengers are to sit down straight away and remain in their seats for the whole journey. (If the need arises, the Bus Company will confine a student to the front seat of the bus)
2. Passengers do not throw objects inside or out of the bus
3. All passengers are to use socially acceptable language when addressing the driver or talking amongst themselves during the journey.
4. Passengers do not harass, bully, or abuse any other passenger or the driver in anyway, whether verbally or physically.



5. Passengers **MUST** listen to and follow the requirements and instructions of the bus driver at all times during the journey.
6. Passengers must respect bus property at all times (Do not stand on seats, vandalise or graffiti the bus).
7. Passengers must adhere to school rules while on the bus.

Consequences of a student behaving unsafely or misbehaving on the school bus: If a student behaves in an inappropriate or unsafe manner that student risks losing their place on the school bus either temporarily or permanently.

Students Bringing Vehicles to School:

The safety of students is our first consideration and students are not encouraged to bring vehicles to school. If it is necessary to do so, students need to complete a Vehicle Permit form from the Student Centre requesting permission to do so. Student and parent responsibilities are outlined on this form.

Picking Up Students During School Hours:

Parents calling for students during the school day must arrange to pick them up at the Student Centre.

Use of Cell Phones:

Cell phones are not permitted at Hauraki Plains College. If parents / whānau believe the student must have a cell phone (e.g. for contacting after school), the phone must be handed in to the Student Centre prior to River Time and collected at the end of the school day.

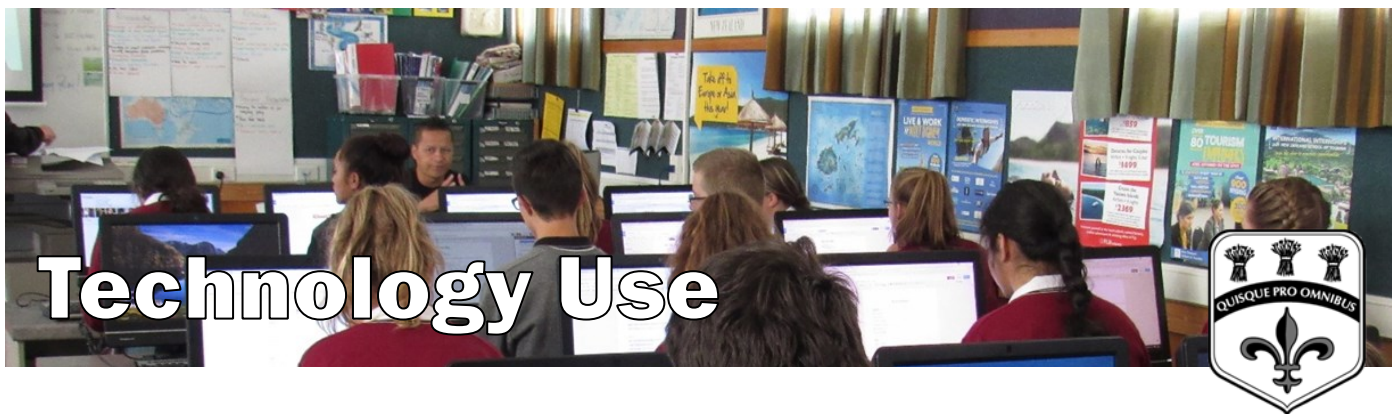
Parents are able to phone the school office if contact with the student is needed during the school day. Similarly, students are welcome to make calls from the Student Centre if needing to contact parents.

If a student is found to be using a cell phone during the school day, the cell phone will be removed and held in the office until the end of the day.

The school takes no responsibility for the theft of a cell phone or other personal technology devices at school. We have high expectations for students in managing their use of cell phones. Students are made aware of these expectations through our handbook, and clarifying information can be found on our school phone policy (accessible via school docs).

Photos of Students:

We like to celebrate the successes of students as well as share with our school community the many and varied activities of our students. For this reason, photos of students are published in school newsletters, in our Community Newsletter, Hauraki Herald and other publications. We require the consent of parents / students to use photos for this purpose. Please refer to the enrolment form.



Hauraki Plains College Information Technology Use:

Hauraki Plains College strives to offer all students access to a range of ICT-related resources and courses. The College allows students access to the Internet, as well as to a constantly expanding Intranet system including a specifically designed HPC app.

Students are encouraged to bring their own technology device (Chromebook) but this is not essential presently. From 2025 we intend to be a 'Bring your own Device' school. If you would like anymore information about this please contact:

Hardeep Singh (IT Tech) hardeeps@haurakiplains.school.nz

Jonathan O'Neill (Deputy Principal & ICT) jonathano@haurakiplains.school.nz

Every effort is made to screen or filter out controversial, inappropriate or offensive material and regular monitoring occurs to ensure that students are using information technology resources in an appropriate manner related to their learning. It is, however, impossible to guarantee full time supervision of every single student and students are required to be responsible in Information Technology use including not accessing or distributing inappropriate materials in any form.

Student Information Technology Agreement:

Students and their caregivers are required to use digital technologies in an appropriate and legal manner and for learning purposes. Using digital technologies wisely involves:

- Respecting self: Using online names and language that is appropriate. Being careful about posting personal information.
- Protecting self: Being careful about posting personal information, not sharing passwords.
- Respecting others: Not using electronic means to bully, harass, stalk or shame others.
- Protecting others: Reporting abuse, not forwarding inappropriate or unkind materials.
- Respecting intellectual property: Giving credit where it is due, asking permission to use materials.
- Protecting school property: Taking care with all electronic and digital equipment.



Hauraki Plains College offers extensive health and pastoral care services for students.

Mentoring and Support:

The guidance network, including River Guides, Deans and the School Counsellors ensures that every student has access to pastoral support.

School Counsellors:

HPC has two school counsellors who provide a confidential counselling service for students and parents / whānau. Students from all year levels, ethnicities and backgrounds attend counselling for a wide range of issues. These include: stress, anxiety and depression; relationship issues; grief and loss; identity issues; self management and anger; managing academic pressures and other health issues that impact on wellbeing and learning. Referrals are welcome from students, parents and staff.

Drug and Alcohol Counselling:

Drug and Alcohol counselling is available on site from a CareNZ Drug and Alcohol counsellor. For those who require more specialist support, students have access to an extensive range of external agencies through the School Counsellor.

Free Medical Services:

Pinnacle Midlands Health Network funds a full time School Nurse for Hauraki Plains College. This is a free service which gives students access to a health professional who can address a range of primary care health needs including general medical, mental health and physical injuries. Students are required to make appointments through the Student Centre.

Every Year 9 student is also eligible for a HEEDSS assessment (Home, Education, Eating, Activities, Drugs and Alcohol, Suicide and Depression, Sexuality and Safety). This assessment includes weight, height, vision and hearing screening and referral to further services if needed. The purpose of doing this screening early is so that physical and psychosocial issues are picked up and dealt with early, and therefore less likely to affect students later on.

Dental Service:

A free mobile dental service is available which comes to HPC for a limited number of weeks each year. This service is offered by The Tooth Group. This is not intended to replace any existing preferred dental service which a family may have in place.

Te Whare Manaaki:

We have support available for rangatahi māori and a special space to meet.



Board of Trustees:

The BOT welcomes communication and feedback from the school community and parents / whānau.

Contact Carl Van Hellemond (Presiding Member) at (ctvanh@xtra.co.nz)

Regular Events:

Regular events take place each term and provides an opportunity for parents and whānau to meet with the Principal, staff and BOT. Each event has a specific focus, for example:

- Year 9 Meet and Greet
- Year 11 NCEA Information Evening
- Whānau Hui
- Subject Selection Evenings
- BOT Consultation Meetings
- Parent / Teacher Interviews
- Out of Zone Information Evenings

Student Council:

The Student Council is made up of elected representatives from each River group. The Student Council encourages students to discuss issues and provide feedback to the Principal and Boards of Trustees.

Sports Executive:

The Sports Executive has three main tasks:

1. Promote student participation in co-curricular sports
2. Decide direction and policy related to sports
3. Enhance sporting opportunities and achievement at HPC

Haurakian Charitable Trust:

The Haurakian Charitable Trust was established to support the continuing development of the college by providing cultural, recreational and educational opportunities and resources. To date the Trust has purchased a farm for funding purposes, built the Centennial Centre, provided the Lodge as a performing art space, as well as assisted with financial contributions to the college. The Hayward Farm which is owned by the Trust, has been established as a school farm for agriculture, horticulture and agribusiness.

Haurakians:

The Haurakians exists to keep past pupils, staff and community connected to the college. Regular newsletters ensures up to date information is available. Contact Mary Aislabie: marya@haurakiplains.school.nz

Communications with Home:

We have several ways of communication with families and whānau – Weekly e - Bulletins, School App, Facebook, Community Newsletters, Weekly Memos from Subject Teachers

Termly Survey:

At the end of each term we email out a survey to students, parents and staff to get their feedback on any changes that have been made, and to see how the are feeling about HPC. The themes of the survey are shared back to the Board by the Principal.



Staff Contact Emails

Where to Go? Who to See?

River Guides:

River Guides are the 'significant adult' for each child and the 'go to' person for both students and Parents / Whānau. The River Guide takes an interest in each student and supports them in their learning journey through college. Parents will have an opportunity to meet with River Guides at the parent meetings held throughout the year. Email addresses for River Guides are available on the school's website.

Deans have overall pastoral responsibility for students at their year level. If you have an overall pastoral concern please email -

Year 9 Deans	Miss Victoria Dickey	victoriad@aurakiplains.school.nz
	Mr Joseph Corban-Banks	josephc@aurakiplains.school.nz
Year 10 Deans	Mr Pieter Aucamp	pietera@aurakiplains.school.nz
	Mr Keegan Harris	keeganh@aurakiplains.school.nz
Year 11 Deans	Whaea Jenny Tawa	jennyt@aurakiplains.school.nz
	Mr Tezhar Paymani	tezharp@aurakiplains.school.nz
Year 12 Dean	Mrs Jan Paton	janp@aurakiplains.school.nz
Year 13 Dean	Mr Anish Chand	anishc@aurakiplains.school.nz

Leaders of Curriculum and Learning (LOCALS): LOCALS have responsibility for learning in a specialist learning area. If you have a specific concern about your student's progress in a class please email -

Arts	Mrs Jacqui-May Allison-Dodds	jacqui-maya@aurakiplains.school.nz
Business Studies and Primary Industries	Mr John Tate	johnt@aurakiplains.school.nz
English	Mrs Nicolette Banwell	nicoletteb@aurakiplains.school.nz
Health and PE	Mr Nick Joynes	nickj@aurakiplains.school.nz
Mathematics	Mr Peter McGregor	peterm@aurakiplains.school.nz
Science	Mr David Angell	davida@aurakiplains.school.nz
Humanities	Mrs Ilana Weston	ilanaw@aurakiplains.school.nz
Technologies	Mr Kyle Backhouse-Smith	kyleb@aurakiplains.school.nz
Te Reo Māori	Matua Normie Anderson	normiea@aurakiplains.school.nz

Key Student Support Roles



The **Careers** team ensures that each student has a career plan in place and co-ordinated work place and transition programmes.

Careers Advisor	Mrs Pippa Lawlor	pippal@haurakiplains.school.nz
Pathway / Gateway Coordinator	Mrs Lauren Scott	laurens@haurakiplains.school.nz

The **Learning Support Team** co-ordinates learning support for students with learning difficulties, gifted and talented needs and others requiring additional learning support.

SENCO	Mrs Jacqui-May Allison-Dodds	jacqui-maya@haurakiplains.school.nz
Learning Support Coordinator	Mr Brian Woolcock	brianw@haurakiplains.school.nz

Wellbeing - The student support network provides counselling for students and also works with parents if requested.

School Counsellor	Mrs Karen Hinton	karenh@haurakiplains.school.nz
School Counsellor	Mrs Paula Maxwell	paulam@haurakiplains.school.nz
School Nurse	Ms Susan McInnes	susanm@haurakiplains.school.nz

The Sports Development Officer ensures and manages a range of sporting opportunities for students. A Sports Executive is responsible for consistent sporting practices across the school.

Sports Development Officer	Ms Cindy Berridge	sport@haurakiplains.school.nz
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Buses		
Bus Controller	Ms Michelle Isbister	michellei@haurakiplains.school.nz
NZQA Liaison:		
NZQA Principals Nominee	Mr Jaco Dreyer	jacod@haurakiplains.school.nz
Senior Leadership Team		
Principal	Mrs Sharon Moller	principal@haurakiplains.school.nz
Deputy Principal (Wellbeing, River, Pastoral)	Mrs Alissa Place	alissap@haurakiplains.school.nz
Deputy Principal (Senior Curriculum, Pathways, Innovation)	Mr Jonathan O'Neill	jonathano@haurakiplains.school.nz
Deputy Principal (Junior Curriculum, Lit/ Num, Learning Support)	Mrs Laura Dowding	laurad@haurakiplains.school.nz
Deputy Principal (Operations, Systems)	Mr Jaco Dreyer	jacod@haurakiplains.school.nz

Snow Douglas Trust

The Snow Douglas Trust provides funding support for talent development costs of sporting and cultural opportunities at national and international level and to support students who are good role models with general school costs. Application forms are available from the Student Centre.

The information in this guide is up-to-date as at the time of printing. Variations may occur at any time after this date. Parents / Caregivers will be notified in the school newsletter / e-bulletin / website.

**More
Than
A School**



Hauraki Plains College

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Fax: 07 867 7020

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Website: www.aurakiplains.school.nz

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