



WILFORD SCHOOL  
AKO TAHI TATOOU

”Working together to provide quality education”

William Street, Petone. Telephone: 568-3425 Facsimile: 568-3433

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## PARENT INFORMATION BOOKLET FOR 2014 YEAR

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### SCHOOL HOURS

<b>School Hours:</b>	8.55 a.m. to 3.00 p.m.
<b>Morning Tea Break:</b>	10.30 a.m. to 10.50 a.m.
<b>Lunchtime:</b>	12.30 p.m. to 1.25 p.m.

- All children are expected to be seated in the classroom by 8.55 a.m.
- Late students must report to the office.
- Students who wish to go home at lunchtime must bring a note.
- If a student is sick parents/caregivers must ring the office.
- Students should not arrive at school before 8.30am. SuperKids Wilford provide before school care (telephone 568 3424 ext 117 out of school hours).
- Students who are away for more than one day during term time for reasons other than sickness, must provide details in writing prior to their absence.

### 2014 TERM DATES AND HOLIDAYS

<b>Term 1:</b>	Monday 3 February	to	Thursday 17 April
<b>Term 2:</b>	Monday 5 May	to	Friday 4 July
<b>Term 3:</b>	Monday 21 July	to	Friday 26 September
<b>Term 4:</b>	Monday 13 October	to	Wednesday 17 December

#### Public Holidays in 2014:

Waitangi Day – 6 February

Good Friday – 18 April (during holidays)

Easter Monday – 21 April (during holidays)

Easter Tuesday – 22 April (during holidays)

Anzac Day – 25 April (during holidays)

Queen’s Birthday – 2 June

Labour Day – 27 October

## WILFORD SCHOOL STAFFING FOR 2014

TEACHING STAFF	Title	Name	Room	Year(s)
<b>Principal</b>	Mr	Neil Sargisson		
<b>Senior Syndicate</b>				
Teacher	Mr	Brian Lenihan	1	7-8
Deputy Principal	Mrs	Faye Mayo	1	7-8
Teacher	Ms	Kirsten Hudson	5	5-6
Teacher	Ms	Lana Price	6	5-6
Teacher	Mr	Jamie Marment	7	5-6
<b>Junior Syndicate</b>				
Teacher	Ms	Michelle Sturrock	3	3-4
Teacher	Mr	Vaughan Smith	4	3-4
Teacher	Mr	Daryl Owens	12	3-4
Teachers	Mrs	Debbie Boorman and Teresa Taylor	13	1-2
Teacher	Ms	Tina Fagaloa	14	1-2
Teacher	Mrs	Christine Lepper	16	NE/1
<b>Nga Puawai</b>				
Senior Teacher (Bilingual)	Whaea	Cherie Toatoa	9	1-2
Teacher (Bilingual)	Whaea	Ropene Johnson	10	3-6
Senior Teacher	Mrs	Deeann Daniels		
Special Needs Teacher	Ms	Susan Wakefield		
Reading Recovery Teacher	Mrs	Teresa Taylor		
Part-Time Relief Teachers		Sue Casey, Susan Fa'alogo		

ANCILLARY STAFF	Title	Name
Office Executive	Mrs	Linda Johnson
Office Assistant	Miss	Donna Seddon
Caretaker	Mr	Phil Mai
Cleaners	Mrs	Mele Peaua and Mr Mohenoa Peaua
Librarian	Ms	Megan O'Sullivan

TEACHER AIDE STAFF	Title	Name
Teacher Aides - Special Needs/ESOL		Diane Goldsbury, Wai Durie, Lee-ann Warr, Susan Monrad
Kai Awhina		Liz Campbell, Boris Tautau

## WILFORD SCHOOL BOARD OF TRUSTEES

<b>Chairperson</b>	<b>Ced Simpson</b>
<b>Parent Trustee</b>	<b>Al Cross</b>
<b>Parent Trustee</b>	<b>Ed Cox</b>
<b>Parent Trustee</b>	<b>Jannene Allwood</b>
<b>Parent Trustee</b>	<b>Tony Grantham</b>
<b>Parent Trustee</b>	<b>Tracey Kereopa</b>
<b>Staff Elected Trustee</b>	<b>Ailsa Webb</b>
<b>Principal</b>	<b>Neil Sargisson</b>

## 2014 VOLUNTARY PARENT DONATION

	<i>Per Term</i>	<i>Per Year</i>
<b>1 Child</b>	\$30.00	\$120.00
<b>2 Children</b>	\$40.00	\$160.00
<b>3 or More Children</b>	\$50.00	\$200.00

These donations enable the school to buy resources for the students that are not provided by the Ministry of Education. Our donations are low compared to other schools in the Hutt Valley. School Donations are tax deductible. Payments may be made, either in full or by instalments, by the following methods:

1. Cash, cheque or Eftpos at the school office
2. By direct credit or telephone banking to:  
**BNZ Petone Branch A.C. No. 02 0544 0026428 000**  
Please state child's name and what the payment is for.

## COMPULSORY TECHNICRAFT FEES (*Year 7 & 8 students only*)

Technicraft Fees are a **compulsory** payment for materials used in the Year 7 and 8 Technicraft programme, which is delivered by Hutt Intermediate. Wilford subsidises the \$90.00 fee by \$30.00 per child for this excellent programme. We ask that the yearly fee of \$60.00 be paid by the end of Term 1.

## I.C.T. AND PHOTOCOPYING DONATION

This donation asked for is \$15.00 per child. This money goes towards the cost of the paper your child uses throughout the year through the photocopier and classroom printer and also towards the cost of replacing IT equipment.

## SCHOOL LUNCHES

Owing to lack of demand for brought school lunches there is now no longer a regular lunch provider. However, the fundraising committee provide special lunch days during the year.

## EMAIL ADDRESS

We are encouraging communication by email. If you are happy to be contacted by email (school newsletters, class teacher notices, etc.) , please write your email address on the Permission Information form attached. Thank you.

## SCHOOL UNIFORMS

We do not have a **compulsory** school t-shirt, but we do encourage all children to have one. Samples of these are in the school office and orders are being taken. Year 1 to Year 6 students wear red t-shirts and these are available in sizes 4, 6, 8, 10, 12, 14 and 16 at \$28 each. Year 7 and Year 8 students wear black t-shirts and these are available in sizes 10, 12, 14, 16, S, M and L at \$28 each.

Sunhats are **compulsory** and are to be worn in Terms 1 and 4. These are available in S, M, and L and are \$13.00 each. The back to school price for February 2014 for sunhats is \$8.00 – thank you to the PTA for funding the difference in price.