

Kia Ora (Maori/NZ), Hello (English), Bula (Fijian), Welkom (South African), Huān yíng (Chinese-Mandarin), Ayubowan, Vanakkam (Sri Lankan), Namaste (India), Bem-vindos (Brazil), Marhaba (Arabic), Hallo (Dutch), Choum Reap Sour (Cambodia), Geiá sou (Greek), Mbote, Jambo (Congolese), Konnichiwa (Japanese), Hola (Spanish), Annyeonghaseyo (South Korea) Israel Shalom (Hebrew)

Tena koutou to our Te Totara whanau.

It is wonderful to be back on our school site as a family of learners again. A very warm welcome to you all, it is fantastic to have so many new families joining us this year. I hope you all had a great holiday and feel rested and refreshed for the year ahead. The summer weather was certainly fabulous and these early days at school remain hot and sunny. Further on in this newsletter we have information regarding our 'Hot Day Protocol.'

During the holidays our staff have been busy preparing for the school year ahead. Our cleaners have completed a thorough clean of all areas, everything is sparkling and hygienic. Ian and John our Caretakers have also been busy ensuring all buildings, playing areas and our grounds are well maintained and safe. There are some building projects underway at the moment. On our Covered Court the turf is being replaced so during the holidays the groundworks were completed, however the new turf is arriving from overseas, so we are affected by a delay at the ports. We have been assured that the turf replacement will be completed by the end of February. Until then that area is closed. We are also preparing for some additional roll growth learning areas to be built during Term 1, so it is a busy time on the property front.

Te Totara Primary remains very alert in terms of the global events regarding Covid 19, I wish to assure you all that we are very careful with high standards of hygiene and safety practises in all areas. Just as we did in 2020, I will communicate with you if anything occurs that the community needs to know about or respond to. Please be assured that we are organised and 'nimble' with our responses to any changing circumstances, the needs of our children and families are at the forefront of any decisions we make.

The Ministry of Education have sent us the following information to share with you all:

New Zealand remains at Alert level 1 and everyone is doing the right thing to prevent the spread of COVID-19, so we're pleased to say it's business as usual.

With over 100,000 people coming back to New Zealand through managed isolation facilities, our very low number of community cases is a reflection of the quality of work by the managed isolation staff and health authorities. Overall, 1.5 million people have now been tested.

Unfortunately, we have to expect COVID cases to emerge but we can be reassured by the speed, breadth and depth of the health response. As noted by Minister Hipkins, New Zealand is top equal with Australia in the world as having the highest rates of testing per positive case. We know that the approaches being taken in the MIQ are at a very tight forensic level.

According to the Lowy Institute, New Zealand has been ranked the best at responding to the COVID-19 outbreak out of nearly 100 countries.

We continue to have a large amount of control over how we can prevent the spread of COVID. For our school we will:

- display QR code posters for the NZ COVID Tracer App
- keep our visitor register, attendance register and timetables up to date
- be monitoring for illness and asking anyone who is unwell to remain at home, or to go home

- encourage people with relevant symptoms to seek medical advice through Healthline or their GP and get tested for COVID if recommended to do so
- reinforce the importance of good hand washing and drying
- reinforce good cough and sneeze etiquette

By adhering to the above measures we are keeping everyone safe and will be able to continue functioning in a 'normal manner.' We have many exciting events planned for this year which we look forward to sharing with you.

Ngā mihi
Anne Fraser
 Principal

SAFETY IN AND AROUND OUR SCHOOL - PLEASE COMPLY WITH THESE GUIDELINES

With the return of lots of excited children and new families to our school we need to reinforce some important "Te Totara Guidelines and Rules to you all.

- Please cross Hector Drive by **using the pedestrian crossing with the lights**. It is not safe nor modelling good practise to cross to the other side of the road in front of the school as there are multiple ways cars are moving in this area. The staff on duty at the end of the day will be directing the students to the pedestrian crossing. If you park on the other side of the road please use the crossing to go across the street.
- Some good areas to park are on some of the surrounding streets slightly away from the school. We have easy access to many of these streets through some great walkways, one of which is opposite the front of the school. Children can be encouraged to cross the street at the pedestrian crossing, then go through that walkway and meet you at your vehicle on the street at the end of the walkway.
- The **drop-off zone** in front of the school is also a convenient area to pick up your children. All drivers must remain in the vehicles, the children are asked to come straight to the front of the school and look for their car. When they see their car the students are taught to go straight to the car if it is in the lane closest to the school buildings, or if the car is in the lane furthest away the students need to come down to Mrs Fraser at the marked traffic hump and she will cross them safely. To ensure everyone's safety with moving cars **no-one (adults or children) is to cross the drop-off zone in any other area than the part that Mrs Fraser is at.**
- The drop-off zone has two access lanes so you can turn into either the left or right lane depending on where you are going when you exit the drop off. **If you are going to travel north up Hector Drive towards Rototuna Junior High then please use the left lane closest to the school.** Always indicate your intention then turn left onto Hector Drive as you exit the zone.
- We ask that you remain in the lane you are in throughout the drop-off zone, it is dangerous to cross over the lanes.
- Mrs Fraser monitors the safety of this area, it is a very efficient process and we endeavour to keep it moving well. It is generally all cleared of cars by 3.15pm, so great for those prompt getaways!

MEET THE TEACHER EVENING - WEDNESDAY 17TH FEBRUARY, 2021 (WEEK 3)

We are very keen to continue to have close links between home and school, so we have arranged for a Meet the Teacher session for families, a great way to stay really connected with the school.

- 5.30pm - 6.00pm Matawhero, Orion & Neptune** families meet with their Teacher
6.00pm - 6.30pm Ra & Earth families meet with their Teacher
6.30pm - 7.00pm Marama & Milky Way families meet with their Teacher

The different timings above allows those of you, with children in different year levels of the school, to get to each of the presentations relating to your children.

Please Note: Students are not required to attend "Meet the Teacher Evening" however, they are most welcome to play on the playground while they wait for you.

We have an optional 'Bring Your Own Device' procedure at school for Year 3-6 students only. We have very clear protocols around this which need to be adhered to. The Team Leaders and Teachers will outline these to families in this area of the school as part of their Meet the Teacher presentations. We will have the BYO iPad Agreement Forms available at this time. Check our website as well around this.

<http://www.tetotara.school.nz/77/pages/87-bring-your-own-device-faqs>

2021 TERM DATES

Term 1 Wed 3 Feb - Fri 16 April (11 weeks)
(School Holidays 19th - 30 April)

Term 2 Mon 3 May - Fri 9 July (10 weeks)
(School Holidays 12th - 23 July)

Term 3 Mon 26 July - Fri 1 Oct (10 weeks)
(School Holidays 4th - 15th October)

Term 4 Mon 18 Oct – Tues 14 Dec (9 weeks)

Holidays During Term Time

Monday 8th February (Waitangi Day Holiday)

Easter: Good Friday 2nd April

Easter: Monday 5th April

Easter: Tuesday 6th April (school's only)

Teacher Only Day - Friday 4th June

Monday 7 June - Queen's Birthday

Monday 6 Sept (Te Totara Mid-Term break)

Teacher Only Day - Friday 22 October

Monday 25 October - Labour Day

HEAT PLAN

With the very hot weather we have introduced a Heat Plan at school. Usually our children go outside during the breaks to play with friends and enjoy the benefits of being active. We recognise that with the very hot weather this can pose some risks, especially around dehydration and heat related concerns. So on very hot days we will be having an indoor option for the children to use at break times, typically anything over 25 degrees in the forecast will trigger the Heat Plan.

We are fortunate that all our inside areas (*apart from the Matariki Hall*) are air conditioned so it allows for optimum learning and teaching conditions.

FINDING OUT WHAT IS HAPPENING

We have many ways of keeping up-to-date regarding events that are happening at school:

Online school calendar: [Online School Calendar](#)

School App: [Download the School App](#)

School Website: [Te Totara Website](#) - *this has the option to translate the newsletter into other languages*

Weekly notices: [Weekly Notices](#)

Facebook Page:

<https://www.facebook.com/TeTotaraPrimarySchool230374533681330/>

We have a great team at school who keep these all updated in real time.



SCHOOL LOST PROPERTY BIN

Please check out our lost property bin. The BIG YELLOW bin is located outside the Earth building; there are LOTS of polar fleeces!

Please check to see if any items belong to your family as all unclaimed items (*other than school uniform*) will be donated to charity.

We will endeavour to return named school uniform items of clothing to their rightful owner, however any unnamed school uniform will be given to the School Office and sold, with the proceeds returned to the school.



SCHOOL ASSEMBLY

We hold a "School Assembly" each Friday, starting at 2.00pm in the Matariki Hall, where we celebrate learning and achievement, awards and school information updates. Families are very welcome to attend, our teachers endeavour to contact families if their child is gaining an award at the assembly.

Due to the number of students/families involved we have three separate assemblies to help with congestion and allow for a more personal approach. We mix the year and age levels up so that our older students are able to support and role model to our newer children. Teams will rotate in this format:

- A. Matawhero, Ra & Milky Way
- B. Orion & Earth
- C. Neptune & Marama

Each week we will include in the newsletter 'School Assembly' to inform you of which teams are attending assembly on that week.

SCHOOL LUNCH SERVICE

We are excited to continue our school lunch service at school.

Our supplier is "Lunch Orders" who are based in Hamilton.

A message from LunchOrders:

It's time to update your child's details.

Heya LunchOrders whānau! 2021 is going to be a year where the team in the LunchOrders kitchen will continue to innovate and experiment to bring you the healthiest, and most attractive school lunches! **Just a quick reminder to update your child's classroom number for 2021 so their yummy lunch can be sent to the right place! To update go to "My Account" and then select "Family Details".**



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MATHLETICS, TO HELP LEARNING

We have joined the whole school for 2021 at a much discounted price of: **\$20.00 per student for 2021** (usual rate is \$99.00 per year, per student)

Teachers are encouraging their students with this interactive computer programme as it helps with important maths skills; you will also find teachers using it in their daily maths programmes.

We have been so impressed with how motivated the children have been producing excellent results. Shortly, we will be invoicing families \$20.00 per student to join Mathletics for 2021. Please pay this fee by KINDO.

Students will be issued their User Login ID & Passwords shortly by their classroom teacher. The Mathletics site is <http://www.mathletics.co.nz>

If you have any queries on how Mathletics works, please don't hesitate to contact your child's classroom teacher.

CHANGE OF DETAILS/ADDRESS

Just a little reminder that if you have changed any of your details i.e. phone, address, email etc; to please advise the School Office so we can update your records accordingly.

We encourage our families to check your contact details are correct through the parent portal at www.atschool.co.nz using the User ID and Passwords that were provided with your child/ren previous Learning Plan given out in December 2020.

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The online one stop school shop

SCHOOL HOURS

Just a reminder that school starts at **8.55am sharp** and it is important for children to be here at that time. We appreciate your efforts however; if for any reason you do arrive late (after 8.55am) please report to the School Office where a "Late Card" will be issued to your child before heading to your learning area.

EARLY ARRIVAL AT SCHOOL BEFORE 8.15AM

Children are welcome to arrive at school from **8.15am onwards**. The school gates are closed until 8.15am each day. Teachers have planning to do before school in their classrooms and are unavailable to supervise any students arriving before 8.15am. We offer a Before School Care facility; Enrolment Forms are available from the School Office or via our School website www.tetotara.school.nz

ABSENCES

If your child will be away from school then please let us know by either:

- School App
- Phoning the school on **(07) 853-0039**
- Texting the School Office on 027 207-4466 with name, details and reason for absence. Please note that we do not send a reply to text messages.

We would appreciate any absence messages **before 9.00am.**



LATE ARRIVALS (AFTER 8.55AM)

Have you ever arrived at a meeting late, everyone is settled in their chair, the presenter has welcomed them and is now outlining what the day has in store..... and as you walk in they all turn and look at you?

That is what it can be like for your child when they arrive late at school and their class is all settled. So please, we ask parents to ensure their children arrive at school with at least five minutes to spare, for them to organise themselves by hanging up their school bag and sorting their book bag independently.

We understand there may be rare occasions where your child arrives late at school (after 8.55am). We require families to report to the School Office for your child to be issued a Late Card prior to heading to their learning areas. We appreciate your effort in ensuring your child/ren arrive at school in good time before the first bell at 8.55am.



PROCEDURE WHEN STUDENTS ARE AWAY DUE TO FAMILY HOLIDAY ETC

From time to time families wish to take their children out of school for various events not related to illness. Simply notifying the teacher/school verbally is not sufficient.

The correct procedure is to write or email the Principal (*copy Carole Carter-Gregory*) in order to follow the Education Act.

Email address for Anne Fraser principal@tetotara.school.nz

c.c. officeassistant@tetotara.school.nz

ALLERGIES/MEDICAL CONDITIONS

In the event of a medical emergency, if your child has a medical condition, is taking regular medicine/tablets or has an allergy (including sticking plasters etc), please advise the School Office (if you haven't already), so we can amend your records accordingly.

We also have several children in school with allergies and we have procedures in place to keep these children safe, including not sharing food/drink, washing tables, and hand washing before and after eating. Thank you for your cooperation in these matters.

APPOINTMENTS AT SCHOOL

We love to see families at school and appreciate the home and school partnership. However, we are finding that we have a number of "cold callers" arriving and expecting to see either a leadership person or a teacher. This can pose problems as we often have commitments elsewhere and can't do justice to any queries that you may have. We certainly don't want to stop the great communication in place, but would appreciate either a phone call or email so that we can make an appointment to give you the time needed to sort out any queries. This phone call or email will need to be done a day or two prior to the appointment.

DENTAL CLINIC FOR TE TOTARA CHILDREN, FAIRFIELD COMMUNITY DENTAL CLINIC

Our school Dental Clinic is located at the Fairfield Community Dental Clinic Ph: (07) 853-8145
C/- Fairfield Intermediate School Kensington Place, Davies Corner (end of road not far from Davies Corner Medical Centre)

SCHOOL UNIFORM

We are delighted with the large numbers of students who look really great by wearing their uniform in the correct manner.

Just for your information the school uniform expectations are below:

ALL students are expected to be wearing their full correct summer uniform.

- All students are to arrive at school and leave from school in their Te Totara Primary School uniform, including footwear.
- Uniforms are to be worn clean, neat and tidy.
- Students are encouraged to take pride in their school uniform and to wear it well.
- Hair is to be off the face, tied back if longer than the bottom of the collar, and be the natural hair colour.
- Nail polish and cosmetics are not permitted.
- Second hand uniforms may be available. Please see the notice board in the School Office for details.
- **Any plain hair accessory is to be of a single school uniform colour – red, white, black, green.**
- Variations in relation to the Human Rights Act may be negotiated with the Principal.
- All pupils are encouraged to use sunscreen at home before school and expected to wear the regulation school hat while outdoors. No hat – play in the shade.
- All uniform items should be clearly named.
- **Plain black school sandals in summer (Terms 1&4) OR plain black school shoes in winter (Terms 2&3).** No other colours on the sandal or shoe, just plain black.

JEWELLERY

Items of jewellery can be easily lost or damaged at school. They may also cause injury to the wearer or other students. **For safety reasons items of jewellery are NOT to be worn.** The school accepts no responsibility in the case of loss, damage or injury.

However, students may wear:

- a) One small earring stud per ear.
- b) A watch.
- c) A necklace of religious or cultural significance – to be worn underneath clothing.
- d) A Medical Identification Tag as required.

For a full description of our Uniform Expectations for our school uniform, please check the noticeboard in the School Office or the school website.

If you have any queries, please contact me at principal@tetotara.school.nz

TE TOTARA BUCKET SUN HATS - COMPULSORY TERM 1, 2021

From the beginning of Term 1, 2021 **ALL** children will need to wear their Te Totara Primary School Red Bucket Hat when outside. These can be purchased through Direct Group, 6 Latham Court, Hamilton (off Kahikatea Drive) Phone (07) 847-6664.

NAMING OF SCHOOL UNIFORM

Please, please, please can you make sure all items of school uniform are clearly named. It is not good enough to assume that your child will know that something belongs to them "because it has a black dot on the tag". If an item of clothing is found out on the fields it can not be returned unless it is named.

SCHOOL BANKING - FIRST CREDIT UNION

Banking can be deposited in the Credit Union Drop Box in Reception and will be collected every Wednesday morning by First Credit Union. Passbooks will be returned and will go home with students the following day (Thursday). Application Packs can be collected from the School Office.

2021 FEES & DONATION PAYABLE VIA KINDO

This online system allows you to pay for our school's fees

(*Mathletics/Mathseeds, Aquatics, Voluntary School Donation, Lost*

Library Book Fees etc) and is also the ONLY way to register/pay for your child for sports teams.

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- **2021 Term 1 - Touch Rugby \$23.00 per student**
Monday afternoons at Flagstaff Park - Years 1&2, 3&4 and 5&6 Teams
Cut-off date for registration is 3.00pm Monday 8th February, 2021
- **2020 SCHOOL CAMP (Years 5&6) we currently have \$2,365.00 outstanding in camp payments.**



Fees and Donations

URGENT - all outstanding amounts to be paid via KINDO under the "Fees & Donations icon"

FREE MEASLES, MUMPS & RUBELLA VACCINE

These last two years have highlighted the need to ensure our whānau and communities are safe from infectious diseases. Measles is about 8 times more contagious than COVID-19, and last year's outbreak is a reminder of just how quickly it can spread among unimmunised people. While we can't vaccinate against COVID-19 yet, we can protect against other infectious diseases like measles by being immunised.

Teenagers and young adults aged 15-30 are at greater risk of catching and spreading measles, as they are less likely to have been immunised as children.

District Health Boards (DHB) are leading a campaign targeting this age group for their **free Measles, Mumps and Rubella** (MMR) vaccine.

- Find out more about measles at ProtectAgainstMeasles.org.nz
- [Measles Factsheet](#)



MINISTRY OF EDUCATION
TE TĀHUHU O TE MĀTAURANGA



Students aged 16 or over can give consent themselves.

SCHOOL ASSEMBLY

This week's assembly will be held on **Friday, 5th February, 2021 in the Matariki Hall at 2.00pm.** This week our children from our Matawhero, Ra and Milky Way teams will attend assembly.

SCHOOL LUNCH SERVICE

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DATES COMING UP

Mon 8 Feb	Waitangi day - Public Holiday
Wed 17 Feb	Meet the Teacher Evening - 5.00pm-7.00pm
Fri 19 Feb	PTA, Iceblock Day (more details to follow)
Fri 12 Mar	PTA, Family Fun Night (more details to follow)
Fri 19 Mar	PTA, Iceblock Day (more details to follow)
Fri 2 Apr	Good Friday - Public Holiday
Mon 5 Apr	Easter Monday - Public Holiday
Tues 6 Apr	Easter Tuesday - School closed (<i>schools only</i>)
Fri 9 Apr	PTA, Iceblock Day (<i>more details to follow</i>)
Fri 16 Apr	End of Term 1, 2021 @ 3.00pm

Ngā mihi,

Anne Fraser
Principal