



*“Kia Ako Tahī Tātou - Together We Learn”*

# Information Booklet 2024



# MISSION STATEMENT

*Quality learning and achievement for all.*

## VISION

*Matiere School students will be enthusiastic, innovative learners with the skills and values, they need to pursue their aspirations.*

## MOTTO

“Together We Learn”

“Kia ako tahi tātou”

## VALUES

- We are the future
- We are confident & know who we are
  - We are healthy
- We are critical of the world around us
  - We are kaitiaki of our whenua
  - We have a voice

# Matiere School

Matiere School is a small rural primary school with strong community links and a family atmosphere. Situated 30 km northeast of Taumarunui, in a picturesque valley surrounded by farmland.

Students from Year 1 to Year 8 mix naturally and harmoniously with each other in an environment where we embrace whanaungatanga (family connection) as the foundation for akoranga (learning), where our tuakana (seniors) mentor, support and care for our teina (juniors).

Our School has two classrooms catering for the learning and social needs of Years 0- 3 and Years 4-8 students. Students are provided with a wide range of learning opportunities and catering for children with a wide range of abilities through individual learner-focused programmes.

School buildings comprise of an administration block, with two classrooms adjacent, various outbuildings and a swimming pool.

We have a wonderfully supportive community, and our school whanau are committed to ensuring that we are well-equipped for quality teaching and learning. Community support for school activities is excellent, with parents and friends of the school willing to participate in excursions, fundraising, sporting, social events, and other functions.

We welcome you to become a part of our school.

# School Pedagogy

At Matiere School, we understand the importance of high-quality and effective curriculum planning, delivery, assessment and reflection. Combined, they hold the key to unlocking the talents of each Matiere student.

We want our students to leave Matiere as proud lifelong learners who present themselves well in all situations by showing respect, resilience, and taking ownership in all of the choices and decisions that they make.

We are committed to delivering programmes of high quality and high interest. To cater for each student's specific needs and talents, individual learning programmes are developed in reading, writing and maths. Learning is managed through achievable specific learning intentions, which students help to co-construct.

Students feel successful at each stage of their learning which enhances motivation and heightens personal responsibility. Students are able to discuss what they are learning and are actively involved in the assessment process, including self and peer assessment. Understanding their strengths and next learning steps is a key component of their programme.

At Matiere School, we provide students with new experiences and opportunities through learning programmes, class trips and overnight camps. We encourage students to ask questions and seek and critically evaluate information using various techniques from various sources.

We embrace students as a whole and ensure they know who they are and where they have come from. We encourage our community, staff and children to approach learning as a whanau or team, under the philosophy that learning is a partnership between the school and home and that everyone has a role to play in developing Matiere Students.

## SCHOOL COMPOSITION

Matiere School is a three-teacher school with a current roll of 35-40 students. The school caters for students from Year 0 to Year 8.

## STAFF

Our Staff: 2024

**Principal: Charisse Downes**

- **Kahikatea:** Year 4-8: Matua Lance
- **Rimu:** Year 0 -3: Whaea Trish
- **Office Manager:** Kathryn Nelson
- **Cleaner:** Trish Erni
- **Groundsperson:** Rob Kakahi

## OUTSIDE AGENCIES

- Social Worker In School (SWIS) and a R.E.A.P Liaison can assist in class programmes or in-home visits.
- The Public Health Nurse visits the school regularly and on request and is available to teach various health programmes to the students.
- The Police visit regularly and work alongside staff to take programmes such as DARE.
- Other agencies utilised by the school are - The School Dental Service, Speech Therapy and the Special Education Service.
- Matiere School is also part of the Fruit in Schools, KickStart Breakfast Programme, Ka Ora, Ka Ako programme (Lunch in School) and is a 'Duffy School'.

## NEW ENTRANTS

School visits are encouraged for pre-enrolled children to smooth transition to school. A birth certificate and immunisation certificate must be sighted on enrolment. New Entrants are well supported within our small junior class.

## PARENTAL AND CAREGIVER INVOLVEMENT

Parents are encouraged to feel comfortable and welcome at Matiere School and work in partnership with the school to achieve the best possible outcomes for the children. Parents are able to help in classes and are invited to school regularly for special events to celebrate and share in the children's learning. The importance of parental support and involvement is vital in a school of this size. Parents are also willing helpers on school trips, camps and sports days, and their support is appreciated. Our school Motto "**Together We Learn - Kia ako tahi tatou**" refers not only to the children but also to the staff, parents, Board of Trustees and Community. Our goal **together** is to support and enhance the education of the children of Matiere.

## **SCHOOL BUS**

Matiere School has a bus that runs from the bottom of the Okahukura Saddle to Waipu Road and then over the hill to Aria-Matiere Road.

## **ACCIDENTS/MEDICATION**

Staff administer basic first aid when it is required. Safe medical practice is followed. If students need medicine administered at school, please inform our staff and provide written permission and instructions.

## **ANIMALS ON THE SCHOOL GROUNDS**

No animals are allowed on school grounds (Pet's Day is an exception) unless it is a class pet.

## **ABSENCES**

**Research shows that there is a definite connection between student attendance and achievement.** We ask that we be notified of all absences. This can be either a phone call stating the reason for the absence of your child/children, or you can use our HERO communication app to report an absence. We ask that you contact the school before 9.00 am on the morning of the absence or before the day if that is possible. Acceptable reasons for absences are illness, bereavement and appointments. Student absences are monitored carefully.

## **BELL TIMES**

School Starts at 9 am and finishes at 2.45 pm.. This allows students to get into town on time for after-school sports.

**Block 1:** 9.00am – 10.30am

**Morning Tea:** 10.30 am – 11.00 am

**Block 2:** 11.00 am – 12.30 pm

**Lunch:** 12.30 pm – 1.15 pm

**Block 3:** 1.15 pm – 2.45 pm

For safety reasons, students are asked not to arrive at school before **8.30 am**. Please ensure your children are at school, ready to begin learning at 9.00 am. Grounds are vacated at 3.00 pm, and children who are biking or walking are instructed to go straight home.

## **ASSEMBLY**

These are held each Friday at 2.15 pm. Parents are encouraged to attend these to celebrate with our tamariki.

## **BOARD OF TRUSTEES MEETINGS**

Notice of meetings, agendas, minutes, reports and important correspondence will be sent home to B.O.T members before each meeting. Dates of monthly B.O.T meetings are published monthly

in the newsletter, with any important business to be discussed at the next meeting. All members of the School's Community are welcome to attend these meetings.

### **Strategic Plan**

Our school strategic plan sets the direction of our school. It describes our school and our objectives within the school. A copy of the strategic plan is available on our website. Reviews of the strategic plan are undertaken annually through community consultation.

### **CHILD CUSTODY/ACCESS**

In cases where children are in the custody of a separate caregiver, the school will need clear instructions in writing as to who can have access.

### **CAMPS**

These are bi-annually and are usually a whole-school week-long camp during the year and a more specialised camp for seniors in Term 4. Camps are planned for educational purposes and are related to in-class learning.

### **DENTAL TREATMENT**

Treatment is available from the mobile dental clinic. Appointments are arranged through the Waikato Hospital Dental Unit 0800 TALK TEETH.

### **EMERGENCY DRILLS**

Pupils are taught Emergency Drills in case of a Fire or Earthquake. Regular practices are held, and the school considers the safety of its pupils paramount in any emergency. Any new safety issues are conveyed to staff. The local Civil Defence is available to help in class programmes if required. The School is the local Civil Defence Assembly Area for our district. Our Emergency Management Plan is available on the wall in the School Office.

### **MATIERE SCHOOL P.T.A**

The Matiere School P.T.A regularly undertake fund-raising activities to finance local school projects or to raise money for extracurricular activities or equipment, e.g. school trips, computer equipment, adventure playground extensions etc.

Your assistance in these ventures is much appreciated as locally-raised funds are essential to achieving the desired school outcomes. Meetings are held monthly and are advertised via the school newsletter.

### **REPORTING/STUDENT-LED CONFERENCES**

If you wish to discuss your child/children's progress or welfare at any stage, please contact us for an appointment. Teacher/ Whanau/ Student Conferences are held twice a year for all pupils. This provides an opportunity for students to share their learning and next steps.

### **LUNCHES**

Matiere School is a part of the Ka Ora, Ka Ako | Healthy School Lunches programme, which delivers free healthy lunches for students daily. Children and staff sit and eat together for a specified time during breaks. Lunches are monitored to ensure the children are eating and not

rushing off to play. Lollies and artificial drinks are not permitted at school. Our school has delicious spring water, and the children are encouraged to drink it regularly during the day.

### **PARENT HELPERS**

Parents who would like to become involved in helping out in the classroom are most welcome. Let us know if you have any special interests that can be utilised in our class programmes. We like our parents to be as involved in our school as possible.

### **PARKING AREA**

Children are expected to wait inside the school grounds until the car that has come to collect them is stationary and the way is clear. Vehicles are only allowed on the school grounds under special circumstances, as a water pipe runs directly under the main gate.

### **PERSONAL PROPERTY**

Ipads, electronic games, expensive toys, jewellery, and cell phones are prohibited at school. We will take no responsibility if they are damaged or go missing.

### **RIVER SCHOOLS**

Matiere School joins Ongarue, Ohura Valley, and Tokirima to make up the River School Cluster. We compete against each other at several events throughout the year. Aria school joins us for swimming sports which Matiere School hosts in March of each year.

### **STATIONERY**

This year stationery has been provided by the Board of Trustees at no cost to our parents and whanau.

### **SUN SAFETY**

All pupils are to wear **a wide-brimmed sun hat outdoors** during Terms One and Four. Parents are expected to apply sunscreen to their children before coming to school. Children may also bring along their own sunscreen.

### **SWIMMING**

Children learn swimming and water safety skills during Term One. All children are expected to participate in swimming lessons; a phone call or note is required if they cannot participate. It is advisable for the children to have their togs at school each day during the summer months. Children with open sores/cuts are not allowed in the pool.

### **SPORTS TEAMS**

Our school encourages pupils to participate in organised sports. Students are entered into Inter School competitions in town. Mud run, softball, touch rugby, rippa rugby, netball, soccer and basketball.

### **SPORTS**

Matiere School participates in various sporting activities throughout the year in and around Taumarunui. Swimming Sports are held in early March at Matiere School. We attend cross country at Tokirima in Term 3 and athletics at Ohura Valley in Term 4.

### **SWIMMING POOL - COMMUNITY**

While the pool is open, it will be open for Community use outside school hours. The Pool Custodian is in complete charge and may at any time exclude those not acting sensibly or adhering to the Pool Rules displayed at the pool. Keys for the Pool are available for purchase from the school office. Please ensure the pool gate is locked when you are swimming and when you leave. An adult must accompany children at all times.

### **TECHNOLOGY**

Technology is utilised at Matiere School. Students from Year 3 are given access to Chromebooks while in class.

### **TRAVEL TO SCHOOL**

Parents who transport their children to school may be entitled to a conveyance allowance. The amount depends on the distance the child lives to the nearest bus stop. The necessary forms for this are available from the office. If children choose to bike to school, they must always wear a suitable helmet.

### **TRIPS**

Class Trips will form part of class programmes and will be included when teachers do their Long Term Plans for the term or year. Parents will be invited to accompany these trips as we need at least one adult for every six pupils for supervision and transportation assistance. Children travelling in vehicles must wear seatbelts and use a booster seat if required. Vehicles must have a current warrant of fitness and registration. Drivers must have a full driver's license.

All children attending one of these trips need to send a permission slip back to the school; otherwise, they will not be able to attend.

### **UNIFORM**

Our uniform is a maroon polo shirt, polo fleece and black jacket with the school logo. We have stock available to be purchased at the office. Any black pants or shorts can be worn, but these must be plain black. Please ensure that all clothing is named. Children are expected to take responsibility for their clothing.

### **WORKING BEES**

From time to time, the B.O.T will organise Working Bees, and your contributions would be appreciated - remember, many hands make light work. Voluntary labour also saves us money that can be better spent on our children.

# Contact Details

## Physical Address

2106 Ohura Road,  
RD1, Matiere 3995

Ph 07 893 7861

## Email:

[principal@maitere.school.nz](mailto:principal@maitere.school.nz)

[officeadmin@maitere.school.nz](mailto:officeadmin@maitere.school.nz)

[trish@maitere.school.nz](mailto:trish@maitere.school.nz)

[lance@maitere.school.nz](mailto:lance@maitere.school.nz)

## BOARD OF TRUSTEES 2022

Russell Nelson	Presiding Member
Principal	Charisse Downes
Staff Rep	Trish Erni
Parent Rep	Phil Thompson
Parent Rep	Patsy Erni
Parent Rep	Lana Gilbert