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# *Junior Secondary* **Orientation Booklet**

KingsWay School 2022

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# *Welcome to Junior Secondary*

We look forward to our year as a community in 2022 and extend a warm welcome to those joining KingsWay School for the first time.

The Junior Secondary School is a standalone year designed for our Year 10 students and sits within The Middle Years here at KingsWay School. Students will experience a Christ-centered education that caters for them as they are at the later stages of emerging adolescence. As students learn and grow, they will be prepared for their transition to Year 11 in Senior School. We encourage all Junior Secondary students to engage fully with their learning, take opportunities, develop relationships, and grow as followers of Jesus Christ.

This booklet serves to provide general information and to answer a few of the questions which you might have about Junior Secondary. More specific information will be provided by Head of Junior Secondary Vanessa Gatman and Junior Secondary teachers through regular emails and website updates.

Sincerely,

**Lisa Lambert**

Deputy Principal Middle Years

*"And Jesus grew in wisdom and stature, and in favour  
with God and men."*

*Luke 2:52*

## *A Note from Head of Junior Secondary*

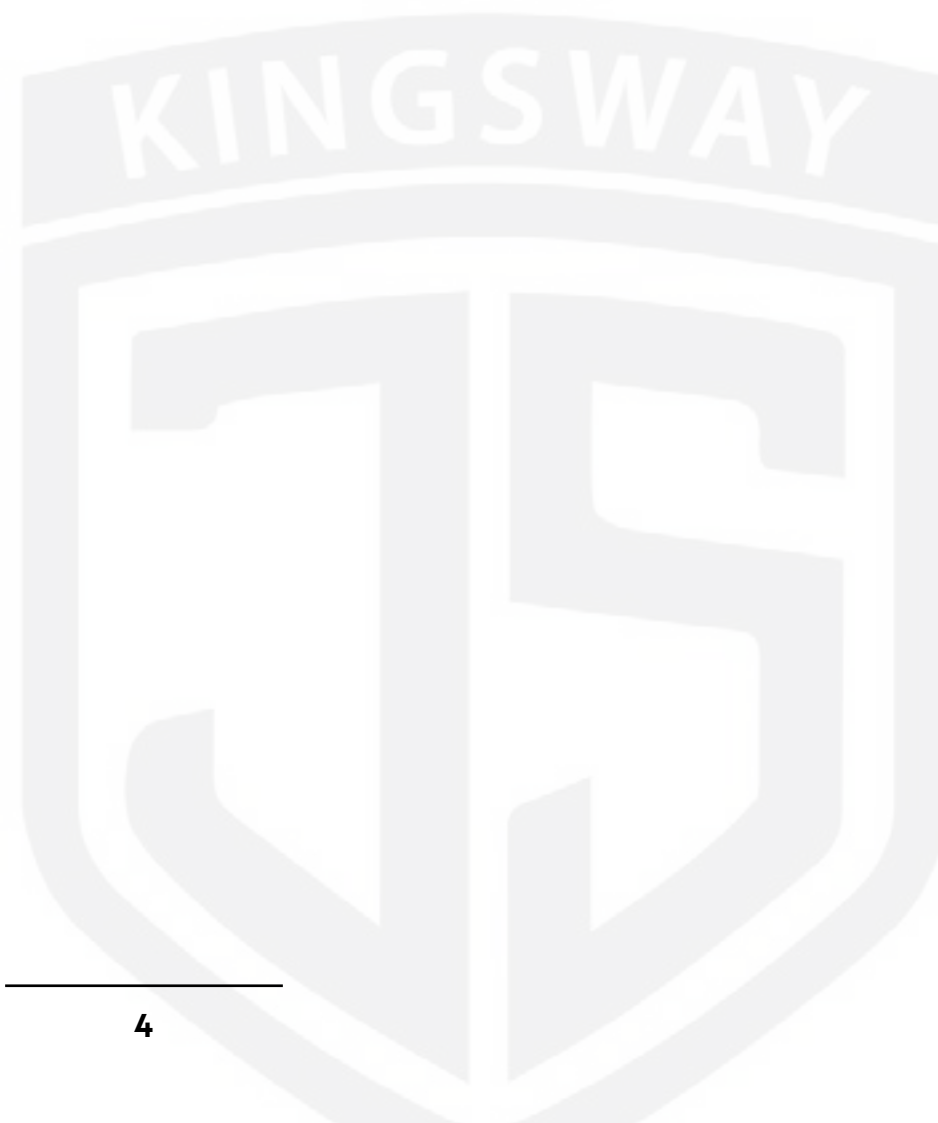
It is with great excitement that we welcome in the first year of our Junior Secondary school Te Kainga where our year 10 students join 'The Middle Years'. Emerging adolescence is a time of intense change (physically, socially, emotionally, and spiritually) and our vision is to see our students become engaged, motivated and challenged in both their learning and in life. We are deliberate about designing a holistic curriculum that is developmentally responsive, challenging, empowering, and equitable. Our approach is strongly supported by research. We see our students actively involved in their journey towards reaching their full potential. Our students are disciplined in their personal relationship with God and challenged to be outward focused as servant leaders in their spheres of influence.

Culture and community both play a significant role in supporting our students therefore the teacher-student relationship is vital. As well as physically being positioned together on the campus, a core team of teachers work with the students as both form teachers and subject teachers ensuring that all students achieve success through subject-based, student-centered learning. Our whanau programme along with camps and opportunities to serve, will be a visible part of school life. New features of our programme will include academic tutoring, flexi-learning, wider learning, Life Lab and regular physical activity.

Yours Sincerely,

**Vanessa Gatman**

Head of Junior Secondary





# KingsWay School

Junior Years | Middle School | **JUNIOR SECONDARY** | Senior Years

It is important for us all to understand and support our KingsWay School mission and vision. Full information about these and how they outwork are in the KingsWay School curriculum document on our school website.

## Mission Statement

"To be a Christian community of learning that nurtures young people towards their full potential as servant leaders in the kingdom of God."

## Motto: Servant Leaders

Servant leaders are people of Godly character who are willing to act on what they believe.

## School Verse

And Jesus grew in wisdom and stature, and in favour with God and men. *Luke 2:52*

## School Vision

The vision for KingsWay graduates is that they would be **confident, connected, actively involved, lifelong learners** who embody the Christian special character of the school.

### **Confident | Be able to:**

- Demonstrate an ability to articulate and defend their faith and convictions
- Appreciate and accept their giftings and abilities and others as unique creations made in God's image
- Make decisions based on Biblical principles and the leading of the Holy Spirit
- Manage themselves and their learning
- Respond to a changing world

### **Actively Involved | Be able to:**

- Engage critically and strategically with culture
- Contribute to society through responsible citizenship, cultural, economic and environmental leadership

### **Connected | Be able to:**

- Develop a personal relationship with God
- Relate to others and communicate effectively
- Connect to the wider church and community
- Seek to impact and serve the wider community, locally, nationally and internationally
- Practice wise stewardship of their resources and environment

### **Lifelong Learners | Be able to:**

- Be literate and numerate
- Be creative and critical thinkers
- Apply learning to real life contexts
- Reflect on their thinking
- Love learning and be committed to ongoing growth
- Demonstrate resilience

# KingsWay School Values

Our values are based on our Christian faith. We aim for all of our decisions concerning Middle Years and the way we are as a community to reflect God's values.

## Why We Value

- We honour God as we "...seek first His Kingdom and His righteousness..." *Matthew 6:33 NIV*
- We love God, others and ourselves in obedience to the greatest of all commandments:  
"Love the Lord your God with all your heart, with all your soul, and with all your mind."  
*Matthew 22:37 NIV*
- We embrace Biblically centred values which underpin all knowledge, understanding and learning

## What We Value

### All People:

- Respect for diverse cultures, languages and heritages
- Integrity
- Honesty
- Acting ethically
- Respecting others
- Equity
- Participation and service for the common good
- The importance of living in community

### Truth:

- Thinking critically, creatively and reflectively
- A Biblical worldview
- Sharing the gospel

### God's Creation:

- Care for the environment
- Ecological sustainability
- Wise stewardship of resources

### Personal Faith and Character:

- A personal relationship with Jesus
- Respect for themselves
- Accountability
- Working towards achieving their full potential and demonstrating perseverance

## How We Value

Values are only significant if they are outworked practically. The KingsWay community is encouraged to practise these values:

**IN RELATIONSHIP WITH OTHERS** | The love of Christ compels us to love God and people.

**WITH CREATIVITY** | Our values are expressed in the way we reflect God's creative nature.

**THROUGH SERVICE** | In putting the needs of others before their own, the students are living in obedience to God. (1 Peter 2:13-21)

Through their learning experiences, students will learn about:

- Their own values and those of others
- Different kinds of values, such as moral, social and cultural values
- The values on which New Zealand's cultural and institutional traditions are based
- The values of other groups and cultures

Through their learning experiences, students will develop their ability to:

- Express their own values
- Explore, with empathy, the values of others
- Critically analyse values and actions based on them
- Discuss disagreements that arise from differences in values and negotiate solutions
- Make ethical decisions and act on them

# Middle Years Leadership Team

## *The Middle Years*

**Deputy Principal - Middle Years: Lisa Lambert**

### *Middle School*

**Years 7-9**

#### *Senior Management Team (SMT)*

**Assistant Heads of Middle School**

**Wellbeing: Yvonne Neville**

**Learning: Kristina Taylor**

**Systems: Jennifer Peters**

#### *Learning Team*

**Heads of Learning**

**Year 7: Megan Welch**

**Year 8: Melanie van Rooyen**

**Year 9: Pierre Barnard**

Heads of Learning leaders lead each year level

#### *Wellbeing Team*

**Deans**

**Madison Cornwall   Gavin Daniel**

**Paul Miller   Lachelle Stacey**

Deans support the wellbeing of our students

### *Junior Secondary*

**Year 10**

#### *Head of Junior Secondary*

**Vanessa Gatman**

#### *Learning Team*

**Programme Leaders**

**Bronte Vlaardingerbroek**

**Simeon Hawkins**

Programme Leaders lead learning in Year 10

#### *Wellbeing Team*

**Deans**

**Thornton McDade**

**Ruth Stevenson**

Deans support the wellbeing of our students

## *Contact Information*

### **Deputy Principal Middle Years**

Mrs Lisa Lambert

(09) 427 0914

homs@kingsway.school.nz

### **Head of Junior Secondary**

Mrs Vanessa Gatman

vanessa.gatman@kingsway.school.nz

### **Programme Leads**

Mrs Bronte Vlaardingerbroek

bronte.vlaardingerbroek@kingsway.school.nz

Mr Simeon Hawkins

simeon.hawkins@kingsway.school.nz

### **Wellbeing Team Members**

Miss Ruth Stevenson

ruth.stevenson@kingsway.school.nz

Mr Thornton McDade

thornton.mcdade@kingsway.school.nz

### **Middle Years Administration**

Mrs Angela Andrew

(09) 427 0940

msadmin@kingsway.school.nz

### **School Website**

[www.kingsway.school.nz](http://www.kingsway.school.nz)



## *Teaching Team*

### **English**

Ruth Stevenson  
Thornton McDade

### **Mathematics**

Sarah Hood  
Yali Zhang

### **Social Studies**

Simeon Hawkins  
Bronte Vlaardingerbroek

### **Science**

Dan Ward  
Paul Miller

### **Life Lab**

Year 10 teachers

### **Biblical Studies**

Year 10 teachers

### **Physical Education /Hauora**

Jonathan Price  
Matt Harris  
Alistair Bain  
Jared Grant  
Ben Sharplin  
Colin Thompson  
Matt Harris  
Yali Zhang

### **Year 10 Option Teachers:**

**Dance:** Claire Trebilco

**Drama:** Sam Hagen

**Music:** Jo Clayton

**Visual Art:** Mary Morgan

**Commerce:** Ben Sharplin

**Spanish:** Caroline Watson

**Outdoor Pursuits:** Vanessa Gatman & Matt Harris

**Physical Education Studies:** Alistair Bain

**Future Focus:** Vanessa Gatman

**Computational Thinking:** Steve Epsom

**Design and Visual Communications:** Wayne Strydom

**Digital Technology:** Juergen Lier

**Hard Materials:** Trevor Coe

**Hospitality:** Irma Smuts & Paula Daniel



## *Communication*

We value communication as this helps our community to work well together. Parent partnership is one of the foundation stones of KingsWay School. Keeping open and honest communication lines is paramount to achieving this goal. As staff we endeavour to return correspondence within 24 hours between 8.30 am and 5pm.

- The Junior Secondary newsletter is emailed home at the beginning of each term and is also available online on the Junior Secondary Parent Information page of the school website: [www.kingsway.school.nz](http://www.kingsway.school.nz).
- Your child's Form teacher will communicate with you by email on a fortnightly basis. Emails include updated information on what happens in terms of Home Learning expectations as well as general news.
- The Form teacher is the first port of call. Wherever possible, use email to correspond with the Form teacher.
- If the issue is more serious or confidential the Form teacher can arrange a meeting with the person most appropriate to the context.
- Please make an appointment if you wish to see a teacher. This can be done by emailing the teacher involved and agreeing on a mutually acceptable time. Unfortunately, we cannot do impromptu meetings before or after school.
- If you wish to make an appointment with a Dean, please contact the relevant Dean by email.
- If you wish to meet with the Deputy Principal, please contact Mrs Andrew to make an appointment with Lisa Lambert on 09 427 0940 or by email: [msadmin@kingsway.school.nz](mailto:msadmin@kingsway.school.nz)
- If you wish to make an appointment with a school counselor, you can contact them by email.

# *Junior Secondary Teaching and Learning*

Our students will have a broad, varied curriculum that caters for this stage of their learning and development. Students will learn a range of compulsory subjects and four optional subjects they have chosen. Across these subjects, there is a key focus on literacy and numeracy skills to help equip them for their future learning. Teachers adopt a relevant, engaging and collaborative approach where students set goals and work to achieve these.

In our Core Subjects, teachers will work collaboratively in the Te Kainga flexible learning spaces to design a learning environment that caters for all student's needs. In our Year 10 Option subjects' students will learn in a Senior School class.

## *Core Subjects:*

- Christian Living (Biblical studies with life application)
- English
- Hauora (Health)
- Life Lab – Devotions
- Mathematics
- Science
- Social Studies
- Physical Education

## *Option Subjects:*

Junior Secondary students take four option subjects. Each subject area is offered on a semester basis. Students complete two options in Semester One and two in Semester Two.

<i>Curriculum Area</i>	<i>Option Subject</i>
<b>Arts</b>	<b>Dance</b>
	<b>Drama</b>
	<b>Music</b>
	<b>Visual Art</b>
<b>Business</b>	<b>Commerce</b>
<b>English and Languages</b>	<b>Spanish</b>
<b>Physical Education and Health</b>	<b>Outdoor Pursuits</b>
	<b>Physical Education Studies</b>
<b>Social Sciences</b>	<b>Future Focus</b>
<b>Technology</b>	<b>Computational Thinking / Robotics</b>
	<b>Design and Visual Communications</b>
	<b>Digital Technology</b>
	<b>Hard Materials</b>
	<b>Hospitality</b>

Please note: Every effort will be made to ensure as many as possible of the students' option subject preferences are met. Due to restrictions on class sizes, students may not necessarily be placed into all their top four option preferences.

## *Assessments*

The primary purpose of assessment is to identify progress and next learning steps. Teachers use a range of assessment types and equip students to interpret these for goal setting and reflection. Checkpoints are used throughout the year for students and their teachers to set goals and see progress.

## *Reporting to Parents*

We want you to know how your child is achieving at school. Teachers communicate with parents when needed throughout the year.

Formal reporting processes include:

End of Term 1	Parent/teacher conferences – goals focus
End of Term 2	Mid-Year Reports
Term 3	Parent/teacher conferences – progress focus
Term 4	End of Year Reports

Parents are required to attend the Full School Parent Meeting in Term 1 and the Senior School Parent Meeting in Term 4.

## *Home Learning*

Home Learning is supplied for the range of subjects studied. Work is set for students to reinforce concepts learnt in class, work on projects and to support the development of independent study habits.

# *Digital Devices at KingsWay School*

## **BYOD (Bring Your Own Device)**

Junior Secondary students have the option to bring their own digital device.

Our aim is for our students to be educated using a blended approach with digital technologies being an integrated part of their learning. Through having access to their own device, students will experience new learning opportunities that are more relevant, collaborative and personalised. 21st century learning aims to prepare our students to be servant leaders in this age by providing them with a range of knowledge and skills which are enabled by the use of digital technologies.

Please read our Years 5 – 10 BYOD brochure on our school website for further details, including benefits, care of devices and FAQs [HERE](#).

## **Safety**

- It is important to us that our students use devices safely for the protection of our student body. For this reason, we have set measures in place.
- All students and parents are required to read and sign the KingsWay School Cyber Safety Agreement. Students sign a Student Use Agreement in order to have permission to bring your own device.
- All internet access must go through the school Wi-Fi. This will be monitored for inappropriate or excessive use.
- No VPNs are allowed to bypass the firewall.
- Students are issued with a personal wireless access key whereby their activity is visible and tracked. All students will take part in a digital citizenship programme to make them aware of digital etiquette and the dangers of inappropriate use of digital information and social networking. Monitoring software will be used at school.
- KingsWay School believes open communication between parents, teachers and students is the best way to keep students safe.
- If you have any concerns about internet safety, contact the school or visit: <http://www.netsafe.org.nz> . Experience has taught us that the best protection against inappropriate behaviour is to provide students with the skills and heart attitude to self-regulate.
- Cell phones are not permitted to be used within school hours. On rare occasions teachers may allow their use in class for learning.



# Digital Devices at KingsWay School

BYOD devices brought to school need to adhere to the specifications below:

Tablets, iPads and cellphones are not suitable devices for BYOD at KingsWay School.

Mac laptops are acceptable. For Year 9-13 these need to be the latest MacOS to support and work with Office 365 Apps and subject dependent software like Creative Cloud.

If prices is prohibitive, parents are encouraged to consider refurbished or ex-lease laptops that meet the specifications.

Permitted Device		Minimum Specifications	Additional Specifications for High Performance Use <small>(High-end demand subjects such as Art, Digital Technology, Digital Visual Communication, Music, Media Studies – please discuss with teacher)</small>
Year 5-9	Chromebook	<ul style="list-style-type: none"> <li>- Screen: 11.6" or bigger</li> <li>- 4GB RAM</li> <li>- Wifi5 (802.11ac) or better</li> <li>- Fixed or detachable keyboard (no tablets/external keyboards)</li> </ul>	- 8GB RAM
	Laptop	<ul style="list-style-type: none"> <li>- i3 processor (2.2GHz or higher)</li> <li>- Wifi5 (802.11ac) or better</li> <li>- Windows 10</li> <li>- 8GB RAM</li> <li>- SSD 256GB / M.2</li> <li>- Antivirus with current subscription</li> <li>- Fixed keyboard (laptop not tablet)</li> <li>- Battery: 5 hours +</li> </ul>	<ul style="list-style-type: none"> <li>- i5 processor</li> <li>- Dedicated Graphics</li> <li>- (1920x1080p resolution or better)</li> <li>- 16GB RAM</li> <li>- SSD 256GB +</li> </ul>
Year 9-13	Laptop	<ul style="list-style-type: none"> <li>- i3 processor (2.2GHz or higher)</li> <li>- Wifi5 (802.11ac) or better</li> <li>- Windows 10</li> <li>- 8GB RAM</li> <li>- SSD 256GB / M.2</li> <li>- Antivirus with current subscription</li> <li>- Fixed keyboard (laptop not tablet)</li> <li>- Battery: 5 hours +</li> </ul>	<ul style="list-style-type: none"> <li>- i5 processor</li> <li>- Dedicated Graphics</li> <li>- (1920x1080p resolution or better)</li> <li>- 16GB RAM</li> <li>- SSD 256GB +</li> </ul>

## Wellbeing

Our Well Being Team works to proactively support our young people. An example of this is our mentoring programme. This team also works alongside students who need support with decision making.

### Restorative Practice

At KingsWay School relationship is at the heart of everything we do, therefore we have a Restorative Practice discipline system. The Restorative Practice model focuses on building and maintaining positive, respectful relationships across the school community and uses tools and techniques that aim to restore relationships when things go wrong. These tools can include boundaries and consequences. The biblical foundation for this is that God restores and redeems.

### We Aim For:

- Improvement in relationships (student/God, student/student, student/teacher, student/community) and attitudes
- Personal responsibility and accountability for behaviour
- An awareness of the impact of actions on others and the need to put things right
- Personal growth and heart change
- High expectations for learning and behaviour
- A consistent approach across the school community

### Reflect / Repair / Restore

<i>What happened?</i> (Tell the story)
<i>Who do you think has been affected?</i> (Explore the harm)
<i>What do you need to do to put things right?</i> (Repair the harm)
<i>How can we make sure this doesn't happen again?</i> (Move forward)

### Student Responsibilities

Students are expected to do their best and are responsible for achieving their maximum learning potential. Students are responsible for obeying the school policies, procedures, and rules.

## **Student Decision Making**

Key to the development of students is their ability to make good decisions. Students are expected to grow and develop in their ability to make positive choices which includes how they present themselves and participate in learning.

Students make choices that consistently ensure:

- The safety, respect, and care (physically, emotionally, spiritually, and intellectually) of themselves and others
- Respect for personal property and the property of others
- A peaceful learning environment

Where student decision making negatively impacts personal well-being, the well-being of the others and the well-being of the community the observing teacher will address, monitor, and record the incident. The level of impact of the behaviour determines if it is a teacher, Dean, Head of Junior Secondary or Associate Principal who follows the Restorative Practice process.

The Head, Heart and Hands framework is used to support students in making good decisions and is in response to negative, undesirable, and unacceptable behaviour.

- Head: Students will participate in activities that enable them to reflect and learn from the decisions they have made based on the school values.
- Heart: Students will participate in activities that enable them to restore relationships. Here the Restorative Practice norms of the school may be used.
- Hands: Students will participate in activities that are supportive of the school community in a positive way. Students will engage in community service.

## **Student Learning**

Students take responsibility for their own learning and for contributing to a support a positive learning environment. Basic expectations include being organised for learning, being punctual, completing learning tasks on time and being a positive influence in all learning environments.

### **Expectations for Student Learning:**

- Being positive requires the student to be a positive influence in class so they and all students are able to learn without distraction and disturbance.
- Organisation requires the student to: set and meet realistic personal goals; have all required subject materials before each class starts; be changed in time for PE, Sports, PFA and Dance classes and use the toilet during the breaks.
- Punctuality requires the student to be present: by the second bell for the start of school, at the end of interval and lunch; and/or for line up. Where a student is not on time this is reflected as 'late' on the roll.
- Meeting time expectations for Home Learning and set tasks is an expectation for all students to manage and meet.

## **Student Presentation**

Students will be expected to present themselves appropriately in a range of situations and community environments that depict maturity, self-control and respect for themselves, others and the school.

### **Expectations for Uniform Presentation During the School Day:**

- Tidy and correct uniform for the school activity and time of the year according to school definitions and expectations.
- Students wearing specific clothing for Performing Arts, Dance and the PE uniform for the required class or class activity will be required to change into uniform during morning tea and lunch. Period 5 and 6 students may leave school in subject clothing and shoes.
- Students arriving to school are to present themselves in school day uniform.
- Tidy and correct uniform presentation is required for all assemblies.
- Mufti days allow students to present in clothing that supports modesty as well as non-offensive language and symbols, without restricting participation in everyday school activities (for example PE).

### **Expectations for Uniform Presentation Outside the School:**

- Tidy and correct school day uniform is required for all activities based outside the school.
- Activity specific presentation is allowable if approved (for example: sport events, zone days, service days).
- Where a sport uniform is required to participate in a school event, it is not to be modified or mixed without permission.

## **Recognition**

We recognize students in various ways:

- Certificates acknowledging a range of attitudes and achievements
- Rewards
- Freedoms due to being trustworthy

## *Special Events to Look Forward To*

### **First Day of School 2022**

Friday, 4 February 2022

### **Junior Secondary 'Uncharted' Day Camp**

Friday, 4 February 2022

There are two camps planned for the Junior Secondary year. A camp to begin the year serves to establish the culture and shared vision for the year. The second camp planned for the conclusion of the year is an opportunity to celebrate the personal and social individual accomplishments and success of our students.

Dates and details for all our events are provided at the beginning of each year.

### **Cross Country**

Our Junior Secondary students will be joining the Senior School in the annual Cross-Country event. This usually takes place in the environment surrounding KingsWay School.

### **Mathex/Biblex Evening**

A fun night for students to compete and problem solve in teams within their year group and alongside Years 7, 8 and 9.

### **Whanau Events**

Whanau culture is a priority for our Junior Secondary community. Throughout the year a variety of Whanau competitions and events are held during the school day. Students wear their 'whanau colours' and PE uniform for fun events.

### **Day Trips**

All Junior Secondary students will be involved in camps, and subject related trips throughout the year.

Year 10 Science Trip (Rangitoto)

Year 10 Social Studies Trip

Year 10 Science & Maths Trip (Rainbows End)





Each term you will receive details of the learning and events for that term.

## *Annual Activity, Camp and Subject*

The activity and subject costs that parents incur for the year are collated into a single document detailing the costs.

These costs cover camps, trips, subject costs and student ID cards.

Details of these costs for next year will be made available on the Junior Secondary page of the school website before the end of Term 4:

<https://kingsway.school.nz/our-schools/middle-years/junior-secondary/>

We would appreciate payment by Friday, **25 February 2022**. If you would prefer to spread payment for these costs over the year, options available are included on the Activity & Subject Costs document.



# Student Absences

## Reporting a student's absence for sickness

It is a Ministry of Education requirement to have a written explanation of a student's absence.

When your child is absent from school the school must be notified. You can do this by:

- **Email:** [absences@kingsway.school.nz](mailto:absences@kingsway.school.nz)
- **Leave a message on the absentee line:** 09 427 0900 and enter 1 to leave your absentee message. Please state your name, your child's name and class and reason for absence.
- **School App:** To download the app, go to the App Store on your Apple or Android device and search SchoolAppsNZ. After downloading, open the app and search for KingsWay School. Once KingsWay School has been selected, your app will automatically open to the KingsWay School platform from now on. Select the 'Absentee' icon on the app. Select email and type in the details for your child. Click send.

If the absence is for more than one day, please advise this in your message. If your child is absent from school for more than 5 days due to ill health, a medical certificate is required.

## Students leaving early or arriving late to school

Students leaving early or arriving late\* must sign in/out using the Vistab electronic tablet in the library and bring a note/appointment card explaining the absence if an email has not already been sent to the school ahead of the absence.

*\*Students are required to be at school by 8:40am each morning*

## Students who become sick, or injured during school hours

Students must report to the Health Centre. Only when a parent or caregiver has been contacted by the Nurse or office staff will the student be released. Students are NOT to text parents/caregivers to collect them from school.

## Extra family holidays or other absences that are not sickness related

Parents are asked to try and plan their family holidays during the set school holidays. Requests for special leave during the school term should be directed to the Deputy Principal of Middle Years in writing by emailing the Middle Years Administrator: [msadmin@kingsway.school.nz](mailto:msadmin@kingsway.school.nz)

## Home Schooling

We cannot support regular days at home from school for the purposes of 'Home School'. The Ministry of Education has specific processes and requirements around home schooling.

## Attendance Requirements from the Ministry of Education

Schools are required by the Ministry of Education to keep an accurate record of student attendance and to follow up on all student absences and lateness with parents and caregivers. Absences are then classified as "Justified" or "Unjustified". All "Unjustified" explanations count towards truancy. If no reason is provided for a student's absence, it is coded as "Unjustified" and counts towards truancy. Examples of "justified" absences: "Pete had a dentist appointment" - documentation verifying the appointment in the form of an appointment card or similar must accompany the explanation. "Mary has been in bed with a bad cold" - a medical certificate may be requested for illness absences longer than five days.

# Uniform

The uniform can be purchased from the Uniform Shop. For up to date opening hours and pricing information please go to our website:

<http://www.kingsway.school.nz/at-kingsway/school-shop/uniform-shop>

Please ensure your child has correct uniform at all times. If there is a non-regulation item of uniform worn on any day, for a valid reason, then a note of explanation is required from a parent/caregiver addressed to the Dean for approval.

## Girls Uniform

- Navy knee-length school skirt or school trousers
- Blue school blouse
- School jumper or school jacket
- Crewneck sweatshirt (Junior Secondary Logo)
- Black flat sandals (back strap compulsory) or black polishable shoes with white knee-high socks, black opaque tights/stockings or plain white ankle socks (no boots, sports shoes or casual shoes)
- Plain scarf: Black, white, or navy

## Girls: Hair and Jewellery

- Hair styles for girls need to be neat and tidy and off the face
- Hair ties and bands: Black, white, or navy blue (no patterns)
- Only natural hair colours are permitted
- Girls may wear one small plain ear stud in the bottom of each ear lobe - gold or silver only
- Girls may wear one plain, flat ring
- Girls may wear a watch
- No other jewellery may be worn unless approved by Dean
- No makeup may be worn
- No nail polish may be worn

NOTE: Tattoos must not be visible when wearing school uniform including sporting/PE uniform.

## Boys Uniform

- Navy school shorts or school trousers
- Blue school shirt
- School jumper or school jacket
- Crewneck sweatshirt (Junior Secondary Logo)
- Black flat sandals (back strap compulsory) or black polishable shoes with school socks (no boots, sports shoes, or casual shoes)
- Plain scarf: Black, White, or navy

## **Boys: Hair and Jewellery**

- Hair styles for boys need to be neat and tidy and off the face
- Only natural hair colours are permitted
- No piercings
- Boys may wear one plain, flat ring
- Boys may wear a watch
- No other jewellery may be worn unless approved by Dean

NOTE: Tattoos must not be visible when wearing school uniform including sporting/PE uniform.

## **PE Uniform (Boys and Girls)**

PE Uniform is worn during PE periods only or as directed by school staff. Appropriate sporting footwear to be worn.

- School PE t-shirt
- School PE shorts
- School cap
- Sport shoes and white ankle socks
- Girls are permitted to wear exercise tights as part of the PE uniform. These are to be below the knee and a solid colour in black or navy blue.

## **Lost Property**

Junior Secondary students are expected to take care of their own property. Please ensure items are clearly named/labelled.

## **Mufti Day Expectations**

*Please refer to "Student Presentation" on page 17*

- Mufti days are often fundraising opportunity for Senior School mission trips. Students are to present in clothing that supports modesty, non-offensive language and symbols, without restricting participation in everyday school activities (example PE)
- Low cut tops, shoestring singlets and indiscreet shorts and trousers are inappropriate clothing for school
- Only natural hair colours are permitted

## **House Day Expectations**

- Students come to school in their house colours
- ALL House colours only: T-shirt and or dress up items in house colours otherwise PE gear if competing (no jeans or other mufti)

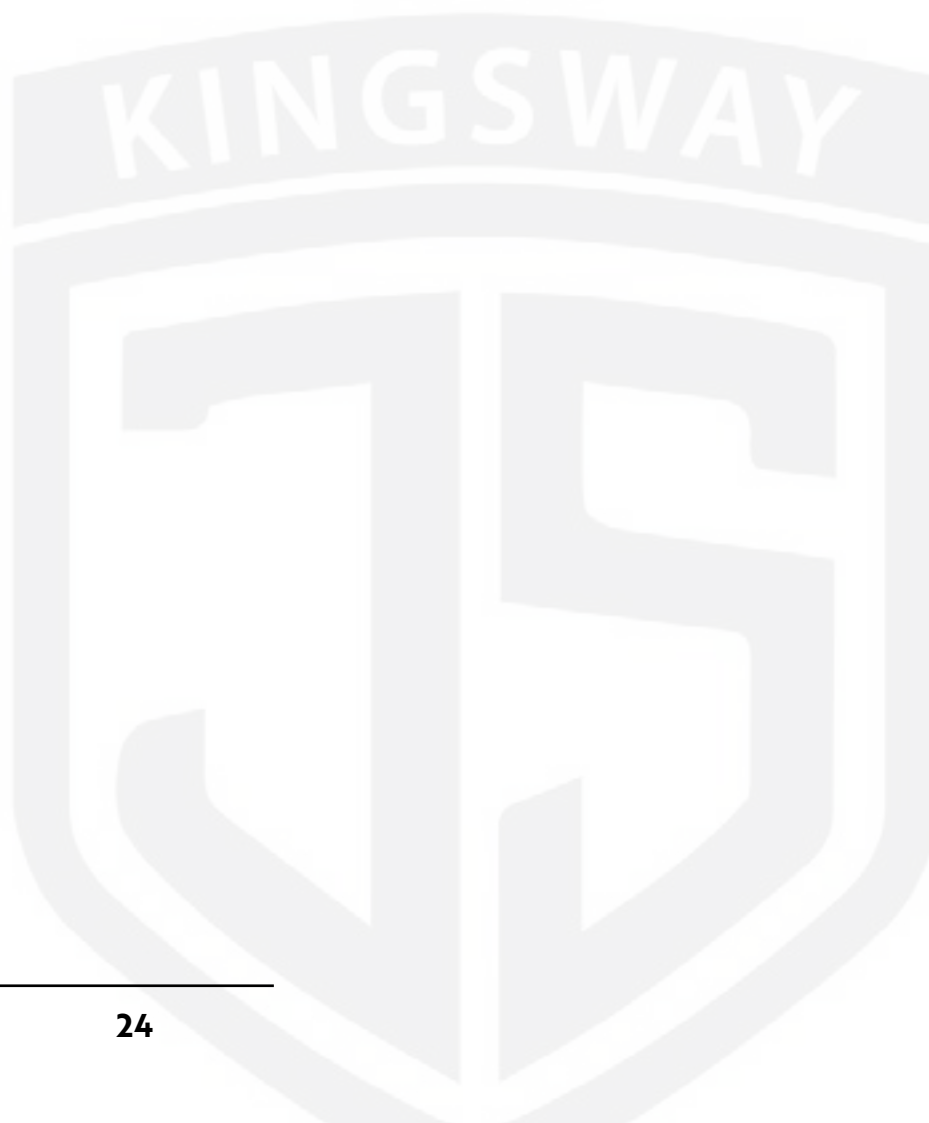


## **School Sports Days Expectations**

- KingsWay School PE shirt OR House coloured T shirt and school PE shorts for competing  
*\*Dress up in house colours also permitted (e.g. tutu, socks, capes, wings)*

### **Swimming:**

- Girls: wear one-piece swimming costume (alternatively a rash shirt can be worn)
- Boys: swimming trunks or board shorts – no day wear shorts (e.g. PE shorts or cut-off jeans)



## *School Office and Other Contacts*

### **Office Hours**

8:30am - 4:00pm during term time.

The office is closed during the Christmas holidays and re-opens on Monday, 20 January.

**Telephone** (09) 427 0900

**Fax** (09) 427 0919

**Postal Address** PO Box 54, Red Beach 0945

**Physical Address** 100 Jelas Road, Red Beach

**Executive Principal** Mr Graeme Budler

**Associate Principal: Teaching and Learning Support** Mr Jonathan Price

**Associate Principal: Effective Teaching** Mrs Colette Budler

**Associate Principal: Hauora and Well Being** Mr Chris Martin

**Executive Officer** TBC

### **Support Staff**

**Receptionist** Mrs Claire Pearce (09) 427 0900 [reception@kingsway.school.nz](mailto:reception@kingsway.school.nz)

**Principal's Assistant** Mrs Cynthia Venter (09) 427 0902 [Cynthia.Venter@kingsway.school.nz](mailto:Cynthia.Venter@kingsway.school.nz)

**School Nurses** Mrs Anita Wicks (09) 427 0903 [healthcentre@kingsway.school.nz](mailto:healthcentre@kingsway.school.nz)  
Mrs Natasha Knell

### **Learning Support**

**Mrs Janet Uitzinger** SENCO (09) 427 0988 [Janet.Uitzinger@kingsway.school.nz](mailto:Janet.Uitzinger@kingsway.school.nz)

**Jayne Charles** Associate SENCO - Middle Years [Jayne.Charles@kingsway.school.nz](mailto:Jayne.Charles@kingsway.school.nz)

### **Counselling**

**Mrs Cherie Wallace** Lead Counsellor [Cherie.Wallace@kingsway.school.nz](mailto:Cherie.Wallace@kingsway.school.nz)