

Welcome To

Clinton School



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Growing Mighty Oaks

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Clinton School

Clinton School is a well-resourced school, catering for children from year 1-8 with a current roll of approximately 73 students.

The district extends east from Windy Ridge on the south road through to 3km north of Clinton, taking in areas of Wairuna and Taumata, through the Kuriwao Gorge and east along Hillfoot Road.

Clinton has a population of approximately 500 and serves an extensive rural district. It offers a wide range of sporting facilities which are well utilised by our school community.

Approximately 40% of the students enrolled at Clinton live in the township, the remainder travel via three school buses.

Absences

Please report any student absence to the school before 9am on the day your child will be away. Messages may be left on the school answer phone (41 57151) or alternatively you can text 027 8436412 with your child's name and the reason for their absence. The school office will ring and check on any child who is away from school without parental notification.

Assemblies/Friday Forum

Approximately once a fortnight our parental community is invited to attend a Friday assembly that celebrates some of the work that the students have been involved in. Friday Forums are advertised through the weekly school newsletters.

Admin

Any parents or visitors to our school are required to sign in via the office. This ensures that we are aware that we have extra people in the school. In the event of an emergency evacuation please follow the directions issued by the nearest staff member to you.

Accidents and Sickness

If at any time your child is involved in a serious accident at school we will notify you immediately and where necessary arrange for urgent medical attention. Our nearest facility is Balclutha although all of our staff hold first aid certificates.

In the event of sickness during the day your child will be sent to the school office where they will be monitored for a twenty minute period. If there is no improvement after this period we will make every effort to contact you. Please make sure that the school has up to date contact information for you, including changes in mobile phone numbers and emergency contact details.

Buses

Country students are bough to Clinton via three bus runs – Kuriwao, Taumata and Wairuna. Children travelling on the bus runs are under the charge of the bus monitors. Bus subsidy application forms are available from the school office. Please enquire if you feel you may be eligible.

Behaviour

At Clinton School we have high expectations for student behaviour. Please expect a phone call if you child has done something great at school. Please also expect a phone call if your child has chosen not to follow the school rules. By working closely with our parent community any unsettled behaviour patterns can be dealt with effectively. The behaviour agreement included in the pack needs to be completed and returned as part of the enrolment process and prepares your child for the behaviour expectations at our school.

Contact/Queries

Generally the first and most useful point of contact regarding your child will be the class teacher who works with your child daily. They will also be able to direct you further if they feel there is someone else who can assist you with your query. Please phone to arrange an appointment to see your child's teacher – this will mean that they are able to give you their full attention and prepare for your meeting. Messages left at the office for teaching staff will be passed on daily.

Complaints

At Clinton School we recognise that whilst our decisions may suit most, with the best will in the world they may not suit all! Please come on in and let us know when we get it right. We also want to know when we get it wrong!. Our philosophy is:

“Tell the person who can make the difference”

This means that we get the opportunity to solve any concerns properly so that matters are resolved efficiently. We also get a chance to learn from any mistakes , just like our students. We are fortunate to enjoy a strong relationship with our community who are always prepared to support the children in their learning.

A copy of the school Concerns and Complaints procedure is attached.

Dental Clinic

Dental therapists visit the school annually to conduct routine checks on the children. Any student needing further treatment will be required to attend the dental clinic in Balclutha. The dental therapists can be contacted on 027 2849706.

Enviro Schools

Clinton School is an Enviro school. At different stages in the year the classes will engage in environmental projects. The local trips permission slip will cover any outings your child will make as part of this programme.

Healthy Eating

In line with many other schools Clinton operates a healthy eating policy. Therefore chocolate, lollies and fizzy drinks are discouraged. We encourage the drinking of water for thirsty children and useful snacks such as bananas and raisins to fill busy children at morning tea.

Homework

This varies according to teachers and class levels but generally speaking, Year 1-3 students will have reading homework every night and year 4 to Year 8 students will also have weekly spelling, basic facts and an assignment based on a variety of activities. There will be no homework during the weekends and holidays.

Parents are expected to sign homework and take an interest in what their child is doing. If you feel that homework expectations are unmanageable for your child please contact the class teacher.

Lunches

Students are supervised by classroom teachers whilst having their lunch. They are encouraged to eat everything or take home any food not consumed at that time. The school has a lunch warmer (situated in the art space between room 5 and 7) available for children who would like to bring a hot lunch to school. Lunches are collected in each class and delivered to the lunch warmer by senior monitors.

Library

We have a well resourced library. Each class has timetabled visits to the library. We are continually encouraging students to read, and ask that parents support us in the development of their child's reading habits.

Local Trips

Please complete the form included with the enrolment pack regarding local trips. This gives the school general permission to take your child on visits around the local environment. Parents will be informed by partnership book or via the school newsletter that a local trip is taking place.

Lost Property

It is essential that all clothing and property be clearly named. Please use name tags or a special laundry pen. Lost property is collected and stored in room 3. We encourage parents and students to check lost property frequently. Any items remaining in lost property at the end of the term are passed on to a charitable organisation.

Medication

Medication may be administered by staff/school administration once written permission has been received from the student's parent.

Newsletters

*A weekly newsletter is issued to the **eldest** family member attending school. The newsletter is printed on Wednesdays. A community newsletter is produced by the school every third Wednesday of the month. Advertisements and articles from the local community are actively encouraged. The school make a small charge for advertising. We encourage our parents to use our email option, thus reducing paper costs. Please make your email available to the office when you enrol if you would like to use this option.*

Parent Help and Involvement

Parent help is frequently requested via either the school or class newsletter. We are very appreciative of help and actively encourage your participation and support. Examples of help include:

- Assisting with sport as coach or supervisor*
- Providing transport or school activities*
- Volunteering to serve or be elected to the Board of Trustees or Parent Teacher Association.*
- Individual teachers may appreciate assistance with classroom activities or activities outside of the school.*

Request for assistance will be either by way of school newsletter or individual class notices.

Partnership Books

A notebook called the 'partnership book' is included in the stationary list for each class. It is an informal way of communicating between home and school. Please feel free to write a message or make a comment if you would like to celebrate something your child has achieved. An initial or name by your comment will help the teacher identify the author. Developing links with home is important to us.

Photocopying

The school offers a community photocopying service (including colour printing and laminating) and our rates are highly competitive. Please speak to our admin officer if you would like to use this service.

Public Health Nurse

Our Public Health Nurse is Pat Wyatt. She visits the school on a regular basis. The nurse and Public Health Services conduct hearing and vision tests and are available both to students and parents to discuss and advise on health matters.

Reporting

Classroom teachers will inform parents of student progress and achievement through the following formal and informal methods:

New Entrant

- After 4-6 weeks at school*
- NE teacher will contact parents and discuss School entry assessment and provide a general overview of how student has settled into school.*

After 1 year at school

- Classroom teacher will contact parents to discuss results of 6 year net.*

During Term 1

- Parent/ teacher interviews for all students*
- Goals to be set for first half of the year*
- PAT results to be discussed (if appropriate)*

At the end of Term 2

- Mid year report to go home reporting on literacy and numeracy*
- Student progress to be assessed against National Standards using overall teacher judgement*

During Term 3

- Parent/ Teacher interviews for all students*
- Mid year reports to be discussed*
- Goals set for Terms 3 and 4*

End of Term 4

- End of year report sent home reporting on all curriculum areas*
- Student progress to be assessed against National Standards using Overall Teacher Judgement.*

Ongoing- when necessary

- Classroom teachers to contact parents to discuss any concerns that arise.*
- Classroom teachers to contact parents to share examples of success.*

School Donation

The Board of Trustees at Clinton School work hard to keep the school donation requested of each family down to a minimum. The money from this donation has become an important part of our resource provision for students and helps cover extras such as certificates, student files etc. School donations for 2011 are set as follows:

\$25.00 per child.

The fees for students entering during the year are apportioned.

School Hours

Our school hours are as follows:

<i>8:55</i>	<i>School Begins</i>
<i>10:40 – 11:00</i>	<i>Morning Break</i>
<i>12:30 – 1:30</i>	<i>Lunch</i>
<i>3:00</i>	<i>School finishes</i>

Term and holiday dates are included in the school newsletter at the beginning of each term and are always available from the school office.

School Visits

We actively encourage prospective students and their parents to visit before joining the school as it often helps with the settling in process. Please contact the office if you would like to make an appointment to visit.

Secretary

Our school office is open from 8:30am to 12:30pm daily. During the afternoon the phone is unmanned and your message may be left on the school answerphone. Please provide a telephone number if you would like your call returned. Messages are checked by a teacher before the buses leave school in the afternoon.

Speech and Language Therapist

Assistance with the development of correct speech is available from the Speech/Language Therapist who visits and assists at the school. Assessments and recommendations are made by the class teacher.

Sun Smart

During Terms 1 and 4 all students will be required to wear a full brim sunhat while at school. Sunscreen will be provided for all students.

Swimming

During the swimming season all students are required to take part in swimming instruction. Please make sure that your child's clothing is named and that the bag in which they have to hold their wet gear is clearly marked. Any students not swimming are required to bring a signed note from home explaining why. The school keeps a collection of spare togs/towels for students who forget their swimming togs and do not have a note. Children with long hair are required to keep it tied back in a ponytail during swimming sessions. The class teacher will make the decision whether to swim or not, depending on water temperature.

Stationery

Each class has a list or required stationery for their learning during the year. Stationery lists for Clinton School are held by 'Paper Plus' in Balclutha who make up stationery packs for the start of each academic year. The school office also carries the stationery range which is available for purchase throughout the year. This is provided as a service for our school community and is generally used by children who suddenly find they need a particular item. School stationery is available for sale between 8:40am and 9:00am daily.

Technology

All year 7 and 8 students receive Technology training at South Otago High School in Balclutha on Thursdays every second week of each term. They are transported to and from Balclutha by bus. Fees for technology for 2011 are \$80.00 per child. Payment can be made to the Clinton School office for forwarding.

Truancy

The following definition of 'truancy' has been provided by Clutha District Truancy Services. We are required to report any child who meets the following categories:

- *Unjustified absence from school, whether one hour, one day or long term.*
- *Absent one or more days every week or patterns of several days absence which persist for a school term.*
- *The child or young person has failed to ensure a return to school without reasonable excuse.*
- *Continuous absence for fifteen days unless ill.*
- *Continual lateness is also being targeted as these children are at risk. Research makes it clear that patterns set in early years are hard to break as the child gets older.*
- *Non-enrolment is also defined as a form of truancy.*

In the first instance the school will always endeavour to contact parents where there is a concern about attendance.

Uniform

Clinton School operates a uniform policy. School uniform may be purchased via 'Postie Plus' in Balclutha. Their helpful staff will be happy to assist you with this process. A list of the required school uniform is included in this enrolment pack for your reference.