



"WHERE THE COUNTRY, COAST, AND CLASSROOM MEET"



Information Handbook

For further information please contact:
Principal: Andrew Birchler, Administrator: Sibylle Sulzberger

Mimi School, Pukearuhe Road, R D 44, Urenui

Phone: 7523 617 Mobile: 027 7523 617

Email: admin@mimi.school.nz

www.mimi.school.nz

Welcome to Mimi School

Mimi School is a small rural school situated 6km north of Urenui, in close proximity to the sea on the breathtaking North Taranaki coast. Mimi School maintains high standards and expectations. As a staff we all work together to ensure that this is achieved. We know that your association with our school will be a happy one because we are committed to fostering and maintaining great relationships through open and honest communication. We are pleased that you have shown an interest in our school. We look forward to getting to know you better and welcoming you to our family here. We believe that, by working together, we can give your children the support and encouragement that will help them to thrive.

Andrew Birchler
Principal

Mission Statement

Learning and teaching with great relationships, a safe environment, and quality learning experiences.

Guiding Principles

At Mimi School we believe children learn best when:

- ♦ they are valued as individual, 'whole people' and enjoy good relationships with their teachers;
- ♦ they feel individually challenged through high expectations and are given opportunity to demonstrate their talents;
- ♦ success is celebrated appropriately;
- ♦ they see the real purpose to their activities;
- ♦ they are encouraged to ask questions and reflect on their own achievement;
- ♦ they feel part of the learning community and enjoy support from the home, the school, and the wider learning community;
- ♦ they adopt a 'give it a go' attitude and participate fully;
- ♦ the school culture reflects and celebrates their cultural traditions and histories;
- ♦ and the tikanga of tangata whenua in a way that celebrates this important part of our cultural heritage and future.

Staff

Principal

Office

Room 1

Room 2

Room 3

Reading Recovery

Teacher Aide

Cleaner

Andrew Birchler

Sibylle Sulzberger

Nicole Megaw

Nicky McDonald

Emma O'Sullivan

Andrew Birchler

Frances Butler

Tara Wade

Alie Mulligan



Board of Trustees

Chairperson

Finance

Property/Health&Safety

Parent Representative

Staff Representative

Principal

Donna Ellis

Sarah Blyde

Davis McClutchie

Neil Davy

Andrew Brendon

Nicky McDonald

Andrew Birchler

Our School...

- ***Is a large family.*** Being a rural school, we enjoy the atmosphere of a large and caring family where everybody is known to each other and people are valued individually.
- ***Has small classes.*** At the time of publication, classes have less than 25 children.
- ***Is committed to ICT,*** with computers being used through many areas of the curriculum as well as students producing digital portfolios.
- ***Aspires to high standards of teaching and learning.*** We work closely with our community to provide the best education possible.
- ***Is committed to Education Outside of the Classroom (EOTC).*** We integrate EOTC opportunities across all curriculum areas where appropriate.
- ***Has close relationships with our neighbouring schools.*** Well organised cluster sporting and cultural events are held each term.
- ***Values the development of leadership*** through leadership skills.
- ***Is committed to children starting school well,*** with pre-school sessions run each week to allow smooth transition to school for our younger students.
- ***Has experienced, skilled, and passionate teachers.*** We value our teaching staff highly and encourage them to unleash their passion for learning onto our students.
- ***Maintains an 'open door' policy*** by encouraging families to feel welcome to come in and see what their children are up to at school, as well as ask any questions they may have.



Our Vision and Teaching Beliefs



Our vision for our young people has been developed over time with input from our learning community.

We aim for our young people to be creative, discerning thinkers who ask questions of themselves and others. They make plans and set goals to get stuck in with a 'can do' attitude that sees them make discoveries about themselves and their learning.

In a nutshell, we aim to develop 'whole children'. We help children to reach this vision over their six primary years by maintaining:

- emphasis on core areas of foundation skills. Competent and creative users of language, symbols and texts;
- an understanding that we are dealing with 'whole people' not solely readers, writers, or mathematicians, but individual people with their own wealth of life experiences and talents on which to build the foundation skills;
- quality relationships between student and teacher, student and student, teacher and teacher, school and home are keys to successful learning;
- A focus on success where success is found and celebrated wherever it is evident. Success breeds success and should be shared within the context of the classroom and school group, the family, and the wider learning community;
- Exploration and responsible risk taking is to be encouraged and valued in all areas of school life.



Our Values

We attempt to live and breathe the following values in order to instil them as foundations for our children to live by.

Managing Ourselves with:

Honesty, Respect, Independence, Courage, Integrity

Relating to Others with:

Empathy, Fairness, Ethics, Trust, Cooperation, Accountability, Friendship, Loyalty, Dependability, Competition, Humour, Patience

Participating and Contributing with:

Perseverance, Curiosity, Creativity, Innovation, Enthusiasm, Responsible Risk Taking

Skills for Living and Learning

Development of the five Key Competencies outlined in the New Zealand Curriculum are supported through all aspects of school life. They are:

- ***Managing Self***
- ***Relating to Others***
- ***Participating and Contributing***
- ***Thinking***
- ***Using Language, Symbols and Text***



Please read the information contained in this handbook. It contains general information about how our school works. We are happy to further discuss any aspect of your child's education or special needs they may have. Do not hesitate to give us a call.

Enrolments

Prior to your visits, please pick up an enrolment pack from the school office. These must be returned to school either before, or on the day that your child is to begin school. A birth certificate and a copy of their immunization certificate must accompany the enrolment forms.

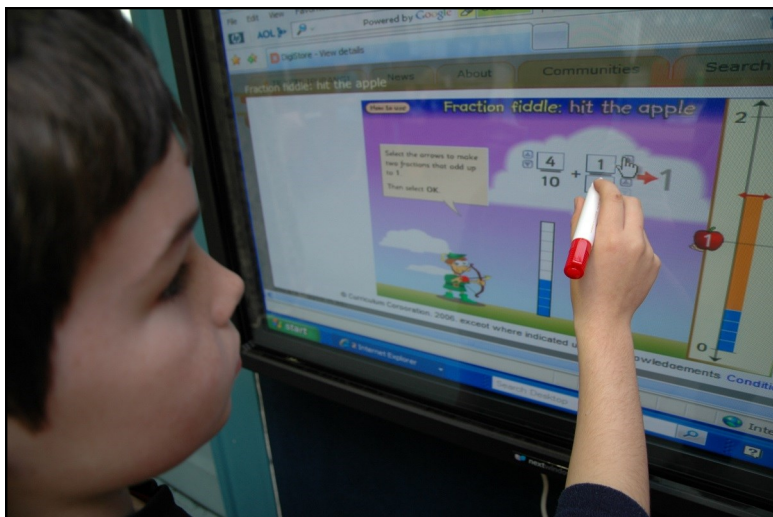
Bell Times

Classes run from

9:00am	-	11:00am
11:20am	-	12:30pm
1:30pm	-	3:00pm

Please Notify the School if:

- Your child is to be absent from school for any reason
- Your child will be late, or leave early from school
- Your child will be collected from school by someone other than familiar family members
- Your child has an infectious disease
- There are any changes to your contact details, family doctor, or 'emergency contact'
- There are any custody issues



School Fees

Mimi School proudly maintains a fee-free education! There are no annual fees or 'donations' requested for your children to attend our school. We do charge for the direct costs of stationery that your children use, as well as sports and camp fees as they arise.

Home and School Association

The Home and School is open for anyone to join. Their purpose is to help organise our school social and fundraising events throughout the year. Like any school, our Home and School is ALWAYS looking for any new members. It is a rewarding opportunity and a great way of meeting with other parents.

Summer Swimming

We consider the school pool as a community resource. As such, we have made the pool available to school families for the summer break. A key is issued to all families that request one and should be returned promptly at the end of the swimming season—usually around the end of the first term. A \$5 bond is charged for the key which will be refunded as soon as the key is returned to school. A code of conduct must be signed to receive a key. A copy of this code must be followed and a copy is displayed clearly in the pool enclosure.

Smoke-Free School Policy

Our school is SMOKEFREE and follows the Smoke Free Environments Act 1990. Our school has in place a smoke-free policy which maintains that our school buildings and grounds are smoke-free.

Board of Trustees

This is the community elected governing body of our school. Elections are held every three years. Meetings are held once a month and are advertised in the newsletter. All are welcome to attend. Copies of minutes, financial statements and the school charter are displayed in the staffroom or held in the school office for parents to read.

BoT Policies, Procedures, and the school charter are available online also at www.mimi.school.nz

Accidents and Sickness

It is inevitable that there will be accidents, or that a student will fall sick at school. There are facilities for ill children at school. However, in more serious cases the first priority is to get the child's parents/caregivers to collect the child. If that is not possible it is the school's responsibility to care for the student. In the case of a serious accident, the BoT will be informed in order to attempt to reduce the risk of future accidents.

Homework

Homework is seen as a consolidation and extension of your child's learning. In the junior class, homework will take the form of daily home readers and spelling words. Senior students are encouraged to read daily and practice the recall of basic multiplication facts. Each student has a log in to a website called "Mathletics". We encourage the use of this for the development of mathematics. On occasions they may be asked to investigate a special project linked to classroom work. At Mimi School we are committed to the 'all round' development of children. To this end, we encourage children to get outside and go about the business of being a child, playing, building, exploring, etc.

Tainui Cluster School

Mimi School is part of the Tainui Cluster. This cluster has a rich history of working and playing together and we often join in with this cluster for events as well as teacher training and professional support. Schools in our cluster are; Mimi, Uruti, Ahititi, Mokau, and Whareorino.

School Uniform

At times our students are required to wear a sports uniform. Our uniform is made up of a red T-Shirt and black shorts. The school provides the shirt, while children are expected to wear their own black shorts. Each of the sports shirts has a number. We ask that parents please wash the clothing their child is issued with at any event and return it to school promptly.

Scholastic Book Club

Families are able to purchase books through the Scholastic Book Club which usually runs two offers per term. Leaflets giving details of available books are sent home and closing dates for orders are published in the school newsletter. If purchasing by cheque please make cheque out to Scholastic. Online ordering is available as well.

Religious Instruction

Religious Instruction is carried out at Mimi School each week for half an hour in each classroom by visiting instructors. The programme is non-denominational and instructors work to different syllabus such as 'Religion for Life', or 'Connect'. Instructors follow a 'Code of Conduct' agreed to by the School Trustees Association. Parents have the right to have their children excused by request. Exempt children are supervised in the library.

School Library

The school library is open for all children as a quiet place, and to browse at interval and lunchtimes. Several senior students are trained to use the library computer for issuing and returning books. Students are encouraged to take books home. Parents are asked to help by ensuring children respect borrowed books and return them to school after a week. Parents are also invited to use the library to help their children select books.

NPDC Library Bus

PukeAriki provides an excellent service to our community through running a library bus out to us every two weeks. The library bus stops outside Mimi School for one hour. At this time the students and staff visit the bus to borrow books. Books are issued for four weeks at which time they need to be returned either to the bus, or any public library. It is our policy that students leave their library cards on the bus and leave borrowed books in their classrooms. However, if families wish for their children to bring borrowed books home, please make arrangements with your child's teacher.

***'MIMI SCHOOL IS
A CARING,
SUPPORTIVE
ENVIRONMENT
WHERE
CHILDREN
LEARN TO LOVE
LEARNING'***



Dental Care

A local dental nurse will make contact with you about appointment times for your children during the year. Our children presently receive their dental care from Manukorihi Community Dental Clinic, Ph: 754 8077.

Bus Transport

To be eligible for Ministry assisted bus transport, children must live beyond 3.2km of the school. Please enquire at the school if you wish to use this service.

Stationery

Students are issued with stationery at the beginning of each year and as the need arises. An account is sent home each term which is passed on at cost.

Parent Assistance

A school is ALWAYS in need of help. Cars are needed for sport and educational trips. Helpers are needed to help coach and manage sports teams or provide supervision on camp. Our teachers like to have parents help in the classroom at different times.

The list goes on. If you would like to help at the school in some way, please let your child's teacher know. If you have any queries or problems, please let us know. Should you need more than a few minutes, or prefer to see the principal, please ring the school to make a time.

Naming Clothing / Lost Property

We never cease to be amazed at the unclaimed, unnamed children's clothing left at school. Please arrange for all of your children's clothing to be named clearly and ask to see any unclaimed clothing periodically. Don't assume that your child will recognise their own clothing.

Newsletters

The school sends out a regular newsletter. Check with your child each Thursday for this newsletter as it is an important means of communication. In addition to our weekly newsletter, we also send out a community newsletter each term.

The newsletter is also available on our school website <http://mimi.school.nz> as well as linked to our school's facebook page <https://www.facebook.com/mimischooltaranaki/>

Reporting to Parents

Three way learning conferences are held in the first half of term two. During the conferences a formal written report is handed out. A second formal written report is issued at the end of each year.

Throughout the year each child will be adding items to their digital portfolios. We encourage all family members to log in and view the published work.

Outdoor Education

Frequently our classes are involved in educational visits, performances, and cultural or sporting events. A permission slip is included in your child's enrolment pack. This covers all of your child's trips outside of school. Parents are often asked for help by providing transport for such events.

Transport to Off-Site Events

When transport is provided by parents, a record is kept, and contributions for fuel are usually paid out twice a year in Terms 2 and 4.

Principal's Open Door

You are always welcome to meet with our principal Andrew Birchler to discuss any school matter in confidence. It is vital that your views, opinions, and concerns are heard to ensure that we have an effective school that continues doing its best to work for your child. Just keep in mind that Andrew is in the classroom on some days, usually Wednesdays and Thursdays, so we ask that these days are avoided for meetings before 3:00pm if possible to allow Andrew to focus on what's important, our kids. Please do not hesitate to ring Andrew or Sibylle to arrange a time. Your input is valued.

School Events and Special Programmes

Pet Day.

During September or October a Pet Day is held each year where children may bring their pets (calves, lambs, goats, chickens, etc). This is an important part of our special rural character and one which we value highly. Indoor activities include displays of work and judging of various items prepared by students. Certificates are awarded and we encourage parental support on this day.

Tainui Swimming Sports

Hosted by Whareorino School at the Waitara Pools, all levels from our cluster schools participate in this event.

Tainui Athletics

Hosted by Ahititi School, all levels from our cluster schools participate in this event.

Winterfest

Hosted by Mokau School, this event sees all cluster schools and levels participate in a days activities focussed on one curriculum area, for example, science, mathematics, Maori studies. Every second year, we join at Maniaroa Marae for a stay-over.

Speech Competition

Hosted by Whareorino School, this competition is open to the top two students in each of the senior age groups of our cluster schools.

Tainui Cross Country

Hosted by Mimi School, all levels from our cluster schools participate in this event.

Kiwi Sports Day

Hosted by Uruti School, all levels participate in this fun sports day where children are encouraged to participate in mixed age groupings.

Friday School Lunch Day

Every Friday we place orders with the Urenui Four Square. A price list is available at the office. Pupils are required to bring their money in a named envelope on Friday mornings.

B45 Pre School Transition to School



The transition from Early Childhood to Primary School, and the first few years are crucial to success in education. In order to make this transition as smooth as possible for families, we run weekly pre-school sessions on Friday mornings.

During these sessions, the children are taken through a variety of activities that are specifically designed to develop early literacy and numeracy skills.

We encourage parents to be full participants in these sessions as their children are introduced to early school routines like mat times and reading sessions, counting, movement, and the all important 'book bag'.

In addition to these sessions, four-year-old children are provided with our Pre-School B45 bags that are full of activities and resources that support children in the development of the skills that they will need to become competent readers, writers, and mathematicians (and let's not forget that they're also a lot of fun for the kids).



