

NEWSLETTER 1
17 February 2012



Coming Events:

| | | |
|--------|--|---|
| Week 4 | Mon 20 Feb Tue 21 Wed 22 Thu 23 | Swimming Time Trials Year 9 Parents Evening, Hall 7pm Maori Families & Whanau BBQ, 6-8pm Multi Cultural Centre (MCC) FORM CLASS PHOTOS |
| Week 5 | Mon 27 Tue 28 Tue 28 & Wed 29 Thu 1 Mar Fri 2 | Board of Trustees Meeting, Admin Building 6.30pm Year 12 <i>Attitude</i> Presentation Year 13 Future Direct 12PHE 1 st Aid Course NCEA Parents Evening, Staffroom 7pm Assembly for Presentation of Badges to Student Leaders, Period 6 Lumino The Dentists depart |
| Week 6 | Mon 5 & Tue 6 Wed 7 Fri 9 | 2 nd House Meetings Tennis Championships Prefects Training Programme, session 1 Student Council (Senior and Junior students), Period 4 |
| Week 7 | Mon 12 – Fri 16 Mon 12 Tue 13 Wed 14 – Sat 17 Wed 14 | 12PHE Camp at Tawharanui Year 9 Tip Top trip House Competition (Touch) begins ASB Polyfest – Maori & Pacific Island Cultural Festival Year 9 Tip Top trip |
| Week 8 | Thu 15 Mon 19 Wed 21 Fri 23 Sun 25 – Tue 27 | Year 9 <i>Attitude</i> Presentation ASSESSMENT OPPORTUNITIES WEEK Year 9 Tip Top trip Junior Mathematics Competition German Cultural Exchange Students arrive Progress Reports Issued 12GEO Trip to Tongariro |
| Week 9 | Mon 26 Wed 28 Thu 29 Sat 31 | Board of Trustees Meeting, Admin Building 6.30pm Cultural Week Year 13 Performance Music Evening, Hall 7pm Progress Conferences (surnames A – L), 4 – 7pm CULTURAL FESTIVAL |

Dear Parents/Caregivers

On behalf of the Board and staff I would like to welcome all parents, but especially the new Year 9 parents to this first newsletter for 2012. The newsletter is published every second Friday and is emailed to all parents on the email list (taken from the enrolment form at the time of enrolment). It is also available on the website.

I look forward to meeting Year 9 parents at the Year 9 Parents' Evening on Tuesday 21 February at 7pm in the hall. This is a special opportunity for you to meet your child's form teacher and receive information on their academic programme and expectations for Year 9.

On 8 December last year, building work began on the old Gym and G block. The G block work involves the addition of four Science labs, a Maths Faculty office and a Science Faculty office. The old Gym work involves a full refurbishment of the Gymnasium, a new Weights Room, Sports Office and the addition of three Health Rooms. The demolition and underground services work was all completed during the summer holidays to ensure the least disruption to the school as possible. Work is progressing well and is expected to be completed at the start of November.

During the holidays a new telephone system was installed in the College and as a result all the phone extensions have changed. Throughout this newsletter you will find all essential new extensions listed.

2011 Results

We are currently analysing the 2011 NCEA results. The results are excellent across all 3 levels, with each improving on 2010. At Level 1, over 57% gained the certificate with merit or excellence. Congratulations to all those who did so well. Further details are on the College website.

Scholarship Exam Results

41 Scholarships were awarded to Lynfield College students in 2011 – an outstanding result which is the highest achievement by any group of Year 13 students.

Penelope Walbran-Oakley was the top achiever gaining five scholarships which included one outstanding scholarship (in Statistics and Modelling). Penelope has been awarded an 'Outstanding Scholar Award' for being in the top 50 scholarship results in the country.

Two students gained three scholarships (Vaspan Raimalwala and Boxuan Fan) and will receive a 'Scholarship Award'.

All the students who gained a scholarship are given a monetary award for their university study. The College is very proud of each student who gained one of these top academic awards and also recognises the work done by the teachers to prepare and tutor these achievers.

Scholarships were achieved in:

| | | | |
|-----------------|-------------|-------------------------|------------------------------|
| Accounting (3) | Biology (4) | Chemistry (3) | Classical Studies (2) |
| English (1) | History (1) | Maths with Calculus (7) | Media Studies (1) |
| Photography (1) | Physics (9) | Physical Education (1) | Statistics and Modelling (7) |
| Technology (1) | | | |

The statistics published by NZQA are used by the teachers and faculties within the school to analyse their teaching programmes and look for ways to enhance student achievement in subsequent assessments. This will ensure that achievement results continue to improve and that students leaving Lynfield College take with them qualifications that allow them to continue studying and to reach their potential. An Achievement Report including an analysis of NCEA results is presented to the Board of Trustees in April.

All national qualifications results are confirmed by NZQA during March and will be entered on to each student's Record of Achievement on the NZQA website.

Lynfield College staff will be available to answer your questions and explain all the details and expectations of standards-based assessment within NCEA at a special **NCEA Parents' Evening** to be held on **Thursday 1 March at 7.00pm in the College Staffroom**. This will be open to all parents who wish to find out about the assessment methods and how to help students achieve. If you have any queries, please contact the Deputy Principal for Assessment, Mr Murray Black, through the school office.

Assessment Dates 2012

e-LynC is Lynfield College's on-line learning environment which can be accessed from <http://lynfield.moodle.school.nz>. On the e-LynC login page is a new Google Calendar which has the assessment times for all the internal standards in the Years 11 – 13 courses on our 2012 timetable. Students and parents can view the calendar and download relevant dates into their own Google calendar. Students will be encouraged to use this resource to assist them in their management of study time and assessment preparation.

Staffing for 2012

The College is fully staffed and we have been fortunate in attracting a very high calibre of new staff. These people are:

| | | | |
|----------------|-----------------------------------|-----------------|------------------------|
| Nick Thorpe | Sports Director | Sharyn Hunt | Language and Languages |
| Wendy Marevich | Teacher Aide, Learning Support | Jennifer Moss | Language and Languages |
| Janeen Burnell | Science Technician | Jennifer Leauga | HOD Te Reo Maori |
| Bela Adash | Mathematics | Jane Grant | Science |
| Dorothy Connew | PE and Health / Science | Nicolas Vaunois | Science |
| Mel Perkins | PE and Health | Jasmine Rendall | Social Science |
| Duncan Smith | PE and Health / EOTC Co-ordinator | | |

We welcome back Trisha Friel (ESOL), Brooke Lunjevich (Social Science), John Tham (Mathematics) from leave.

Staff on leave this year are: Grant Angus (PE & Health), Esther Buetow, Frances Diaz (Language & Languages), Jenny Han, (Mathematics).

General Purpose Donation

The General Purpose donation is \$180 per child or \$250 per family. **A 10% discount applies for donations made on or before 28 February (\$162 per child or \$225 per family)**. The donation, approved annually by the Board of Trustees, is the parents' contribution to the school's operational funding and is the MAJOR SOURCE OF FUNDING FOR THE LIBRARY, SPORTS AND CULTURAL ACTIVITIES, THE COLLEGE YEARBOOK AND OTHER ITEMS, SUCH AS EXTENDING COMPUTER ACCESS AND PROVIDING THE COLLEGE HANDBOOK TO ALL STUDENTS.

Keep the receipt for Income Tax refund purposes. The Board is most grateful to those parents who have already paid their General Purpose donation and subject material fees.

An ID card costs \$5.00. It is not essential for school, but is required to access photocopying and can be used for age verification use on public transport, cinemas, etc.
The rest of this newsletter contains a great deal of very useful information about the college. Please read it carefully and put it somewhere safe for future reference.

I look forward to meeting as many of you as possible during the course of the year, whether it be on the sports field, at cultural activities, parent evenings or outside of school. Please be active in supporting your son/daughter in their years at Lynfield.

Best wishes

S W Bovaird
Principal

YOU WILL FIND THE NEWSLETTERS ON THE HOMEPAGE

<http://www.lynfield.school.nz>

- Our fortnightly newsletters for the year will be sent by email, posted on the College website and a paper copy made available from the office to those who do not have internet access.

Please ensure that we have an appropriate *email address* for you so that you receive the fortnightly newsletter and any other notices. Email our Dean of Administrative Services, rdelgrosso@lynfield.school.nz indicating your child's name and form class in your email message. During Term 1 further newsletter dates will be:

Friday 2 March – Friday 16 March – Friday 30 March

- Other relevant information pertaining to specific form levels will be given to students from time to time to bring home.
-

Year 9 and 10 Prizegiving Successes in 2011

Congratulations to the following students for their excellent achievements in 2011. They have set a fine example for their peers and should feel very proud of themselves.

Year 10 Dux David Wu

Year 9 Dux Harsham Choksi

Year 10 Academic Honours

Steven Ling
Jahnvee Solanki
Jessica Jia Jie Yao
Bhavish Kapadia

Year 9 Academic Honours

Shirley Xiao
Sachi Rathod
Pyong Kang Her
Gauri Prabhakar

Year 10 Honours Awards

Simon Yang
Brian Wang
Guan Hon Li
Sherwyn D'Souza
Grace Kukutai
Juee Bhide
Dayna Jackson
Shee Nathan-Wong

Year 9 Honours Awards

Callum Magee
Lanuola Seumanutafa
Rose Brecon
Tottah Lauulu
Erica D'Souza
Sachi Rathod
Eilish Out-O'Reilly
Juhi Shah
Hyrum Johansson

Year 10 Merit Cups

Jessica Yao
Steven Ling

Year 9 Merit Cups

Mariah Scott
Jake Krishnamurti

Stewart Dawson Junior Speech Cup (Year 10)

Lute Sikalu

Kelvin Glassey Cup for Junior Short Story (Year 10)

Caitlin Veale

| | |
|---|--|
| Year 9 Speech Award Cup | Alice Neville-Smith |
| Munden Cup for Creative Writing (Year 9) | Shrishti Aggarwal |
| Excellence in Junior Music Cup | Jake Krishnamurti (Year 9) |
| Excellence in Junior Drama Cup | Anup Menon (Year 9) |
| Excellence in Sport (Top Year 10 Sportspeople) | Sione Koloamatangi Grace Kukutai |
| Excellence in Sport (Top Year 9 Sportspeople) | Junior Toio Ayi Alice Neville-Smith |

Transporting Students to School

Please avoid driving into the school grounds to deliver and pick up students.
Arrange to meet your children at a safe point outside the school grounds.

Board of Trustees Student Representative

Kia Ora, my name is James Olsen, and I'm the Student Trustee on the Lynfield College Board of Trustees. I was elected to this position in September last year and my role relates to bringing a student perspective to the board table.

To help me understand my role, the legal requirements and ethical responsibilities, the Board paid for me to attend a five day Governance Challenge at the Sir Edmund Hillary Outdoor Pursuits Centre on Great Barrier Island, with forty other student trustees. The aim of the course was for us to challenge ourselves both physically and mentally so that we can better understand the way we work, thus allowing us to fully understand the students so that we can properly represent their views at the Board level.

This was then supplemented by governance sessions in the evening to cover in depth understanding of the issues pertinent to running secondary schools. The Outdoor Pursuits Centre Governance Challenge was a valuable and much appreciated investment by the Board, which will allow me to fully participate effectively at Board of Trustee meetings. I look forward to working with Board members and students throughout the year through the Student Council.

James Olsen, Student Representative, Board of Trustees



Scaling new heights



James, back row second from right, with other student trustees

2012 Senior Leadership and Team Building Course, 1 and 2 February

Lynfield College has run an annual Senior Leadership and Team Building camp for Year 12 and 13 students since 1992. The aim of the camp is to enhance leadership skills and help develop team spirit. For 2012, a two day camp based at the AUT Campus launched the Prefects Training Programme (PTP) for our leadership team for 2012. PTP has been running in our school in association with AUT for the last five years. Students and staff stayed over two floors of the AUT student apartments which had been reserved for our students for the two day programme. Their agenda consisted of business planning, individual goal setting, and tertiary transition planning as well as developing leadership concepts to assist them in achieving their and the College's goals across the year.

On arrival at the AUT camp grounds we were met with uncertainty, in that we were unsure of what challenging journey was ahead of us. However, with an enthusiastic and optimistic outlook for the days to come we soon came to realise what was in store for us. The karanga or welcoming call into the Powhiri had begun. Powhiri itself being of great relevance to the journey we were taking. 'Po' can be translated as 'a new experience' and 'whiri' meaning 'the act of exchanging information and knowledge'. The kaumatua (elder) welcomed us in his native tongue. We were now officially part of the AUT family!

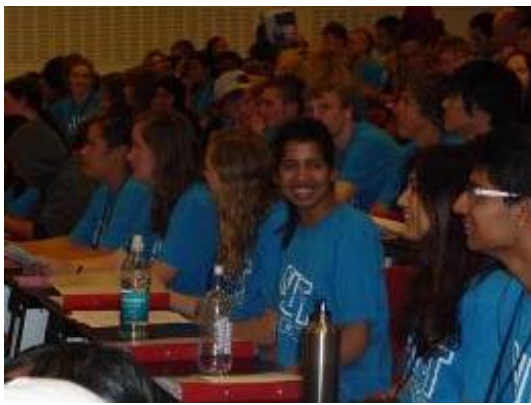
Formalities aside, it was time for us to press on with our choc-a-block agenda for the day. The 'amazing race' activity brought our team closer together as we traversed the city in search of clues for the ultimate prize. Here we learnt each other's strengths and weaknesses but overall how we had to rely on each other to be able complete anything and everything. As individuals we may have struggled in some aspects but as a team we triumphed.

We attended lectures in which we learned important skills about making effective decisions and were frequently asked questions by the lecturer which kept us on our toes. This had taken us into the evening. We were advised that night to get sleep for a 5.50am wake up to do 'exercise' the next morning. This exercise proved to be more intense than what we imagined. Undeniably it pushed us to our limits, however we worked hard and encouraged each other to finish the physically challenging tasks set out for us.

Our AUT ambassadors were excellent in that they were always giving us 120 % and this is what they expected in return. The activities at camp are something that we believe will reflect what we may face throughout the year ahead, pushing us to our limits and testing our ability to work successfully as a team. Business planning with AUT further bonded our team as we began to focus on our future projects for 2012.

Looking ahead, it is very clear now that by making effective decisions through prioritisation we envision running great events and providing leadership which supports the school's goals as well as making life at the College really enjoyable.

Jonathan Feki, Head Boy



2012 Student Leaders at AUT Campus

Leadership Badge Presentation Assembly

On Friday 2 March there will be a special assembly where the Student Leaders for 2012 are presented with their badges of office. Families of these students will receive invitations to attend this assembly, which will run from 2.30 until 3.00pm, followed by tea and coffee in the staffroom.

Chaos at the School Gate Programme

Lynfield College is participating in the Auckland City Council's Chaos at the School Gate programme. It involves placing parking officers on patrol outside schools to observe non-compliant behaviours and issue tickets to those illegally parked. The Chaos at the School Gate programme has been very successful and is helping to reduce the danger to children as well as improve traffic flow around schools.

Please help us to keep students safe and minimise congestion by parking only where parking is permitted. Look for the signs that inform of restrictions.

Parents should drop or pick up students away from the school unless there are medical reasons for entering the grounds.

Security at the College

CCTV cameras are installed around the College to assist student safety. Cameras also monitor movement in the school grounds at nights and in the weekends. There are also a few cameras inside buildings at strategic locations to provide protection for student property.

Please keep the following in mind

- Students and members of the public should only be in the grounds after dark when attending organised functions.
- Any rubbish brought into the grounds should be taken away and disposed of at home.
- Any community groups wishing to use College facilities such as the sports fields, cricket nets, etc need to contact the Property manager.
- Access to the school should be through one of the three gates and never over the fences that surround the College or over our neighbouring properties.
- Access to the fields after hours should only be through gate 2 on the lower White Swan Road entrance.

Any queries about these matters should be referred to Mr Alistair Aitken, Deputy Principal.

A Safe Environment at Lynfield College

- **Peer Support Programme** – This programme has been running over the past two weeks. The Year 12 & 13 Student Leaders have attended training and have run 8 Peer Support sessions in total with the Year 9 students. Feedback has been very encouraging!
- **Travellers Programme** – Year 9 students will soon complete the survey for this and the Travellers Group will run in Term 2.

How you can make a difference

For many years, Lynfield College has monitored and endeavoured to improve the physical and emotional safety of all its students and staff. There is no room for complacency here, particularly in this technological age of rapid and unsupervisable electronic communication which allows more subtle and often undetectable bullying.

At the start of the year, we are really concerned that the students settle quickly into school and enthusiastically into their learning. Parents of Year 9 students are likely to be particularly anxious that their children transition well from their intermediate schools.

We encourage all parents to talk with their children about how their year has started, and invite any caregivers concerned about the possible bullying or isolation of their children to contact the school as soon as possible. The names and phone extensions of the staff who can help you are: Mr Dennis van Dijck, Year 9 Dean (ext 726), Mrs Ro Lange, Guidance Counsellor (ext 747), Mr Brian Tonks, Guidance Counsellor (ext 746)

Gateway Programme

The Gateway Programme provides opportunities for 45 senior students to participate in workplace learning one day a week. It delivers hands-on practical learning that leads to nationally recognised qualifications (minimum 10 NCEA credits) and builds students' workplace experience, helping them to move smoothly from school to work. Learning is assessed in the workplace and is a great opportunity to blend school study with the workplace learning and experience. The Gateway co-ordinator at Lynfield College is Raewyn Fairley.

AWE (Alongside Work Experience) Programme

This work experience programme provides opportunities for senior students to gain workplace experience and an appreciation of what skills, disciplines and attitudes are required in the work force. The AWE co-ordinator is Raewyn Fairley.

Homework Centres

The College Library remains open after school every day until 3.40pm, providing an excellent homework space for all students.

Pasifika Homework Centre

The homework centre for Pacific Island students continues this year on **Mondays and Wednesdays after school** in the College Library. The centre opens from 3.15 to approximately 4.30pm. Please contact Brian Tonks (627 0600 extension 746) if you would like any further information.

Mathematics Clinic 2012

Got a maths question? Stuck on your maths homework? Help is available! Where? G9
When? **Monday, Wednesday, Thursday and Friday lunchtimes (and Tuesday afterschool)**

Itinerant Music Lessons (Instrumental)

Most instrument lessons are full. There are some spaces for flute, violin, clarinet and trombone. All students who have signed up are on a waiting list and will be notified through their form teacher if space becomes available. There is a new activity available for Year 9 students who wish to learn guitar. Guitar Club will start on Tuesday lunchtime in A2. Cost is \$1.00 per week and is aimed at beginners.

Concert Band (Tuesday lunchtimes in the hall) and Orchestra (Wednesday lunchtimes in the hall) have also begun for the year. New members are always welcome. These groups are for students who have played their woodwind, brass or string instrument for one year or more.

Please note that if your son/daughter is taking part in itinerant music lessons there is a \$20 material cost for the year. If they are also renting an instrument there is a hireage cost of \$20 - \$30 per term depending on the instrument. These are both payable to the Accounts Office within a week of their first lesson.

Any questions may be emailed to HOD Music on lnorman@lynfield.school.nz

School Organisation

Board of Trustees

| | |
|--------------------------|--|
| Chairperson | Mr B Cadzow |
| Parents' Representatives | Mrs J Harding (Deputy Chairperson), Mrs M Johansson, Mrs K Mellor, Mr K Stokes |
| Co-opted | Mr C Correa, Mr C Hudson |
| Staff Representative | Mrs R Kaniuk |
| Student Representative | James Olsen |
| Principal/Secretary | Mr S W Bovaird |

The Trustees meet in the Board Room at 6.30pm once a month – usually the fourth Monday of the month (ring the office prior to check). Copies of minutes and policies are available at the School Office.

Management Staff

| | |
|-------------------------------------|---|
| Principal | Mr S W Bovaird |
| Associate Principal | Ms L Ridling |
| Deputy Principals | Mr M Black, Ms L Munro, Ms C Knell, Mr A Aitken |
| Deans | |
| Year 9 | Mr D van Dijck |
| Year 10 | Mr M Sizer |
| Year 11 | Mrs R Prasad |
| Year 12 | Mrs G Clark |
| Year 13 | Mrs S Hameed |
| Adults | Mrs M Lane |
| Dean of Administrative Services | Mr R Delgrosso |
| Academic Advisor | Mr N Waddington |
| Director of International Education | Ms G Austin |

Student and Community Services Staff

| | |
|---|-------------------------|
| Counsellors | Mrs R Lange, Mr B Tonks |
| Careers Adviser | Mrs W Keir |
| Resource Teacher Learning & Behavioural | Mr R Su'a |
| Learning Support Co-ordinator | Ms J O'Hanlon |

In matters affecting any student the first approach should be to the Dean. The Counsellors provide educational and vocational guidance, as well as personal and family counselling.

2012 Student Leaders

| | | | |
|-----------------------------|-----------------------|-----------------------------|------------------|
| Head Boy | Jonathan Feki | Head Girl | Maddie Hughes |
| Deputy Head Boy | Billy Scarfe | Deputy Head Girl | Nishita D'Silva |
| Sports Captain | Acelin James | Sports Captain | Tyla Nathan-Wong |
| Asst Sports Captain | Gage Loomans | Asst Sports Captain | Kate Hughes |
| Arts & Culture Captain | Michael Howell | Arts & Culture Captain | Shantrelle |
| Pendigrast | | | |
| Asst Arts & Culture Captain | James Johansson | Asst Arts & Culture Captain | Jasmine Low |
| Academic Captain | Nalin Choudhary | Academic Captain | Wendy He |
| Asst Academic Captain | Yash Vyas | Asst Academic Captain | Marisha Aya |
| International Student Rep | Matthew (Sze-Long) Ng | BOT Student Rep | James Olsen |

Year 13 Student Executive

| | |
|----------------|----------------|
| Megan Ferreira | Kendra Wright, |
| Jason Qu | Ben Zhu |

Ambassador Co-ordinators - Year 12

| | |
|------------------|--------------|
| Rugved Deshpande | Alana Murphy |
|------------------|--------------|

Year 12 Student Executive

| | |
|------------------|----------------|
| Ashley Gerlach | Tim Hight |
| Samantha Holland | Merlyn Lobo |
| Brayden Silby | Johnson Zhuang |

House Captains

| | |
|-----------|-------------------------------------|
| Bray | Shivani Pragji & Joshua Worthington |
| Fatialofa | Russell Geddes & Ricky Smith |
| Faumuina | Charlotte Nield & Wiki Maihi |
| Lewis | Bryan Chong & Tiffany McGregor |
| Reid | Hayley Browne & Pita Tagicakiverata |
| Zoricich | Naomi Faautaga & Damian Hunter |

Other School Information

1. Communication between Home and School

School

- Newsletters are published every two weeks and emailed home. Hard copies are available.
- The web site is kept up to date with school news.
- Full written reports go home twice a year (mid-year and end-of-year) and there is a Progress Report at the end of March.
- All students going on trips will bring home a permission form to be signed and returned to school.

Parents

- Please contact the school if your son/daughter is absent and leave a message on the absentee line answer phone (627 0600 ext 729) or email absence@lynfield.school.nz
- Provide written notes to explain absences on day of return. Refer to section 4. Attendance below
- Phone your Dean if you have a concern – Deans' Reception extension 731.
- You can email the school on any matter to admin@lynfield.school.nz. It will be forwarded to the appropriate person.
- Notify us of change of address, phone number, email address, custody arrangements.

Please Note

The College is regularly updating the email addresses of parents/caregivers. If you have changed your email address or require it to be added to a student's file, then please contact the Deans' Reception (extension 731).

Concerns

If you have a concern about an aspect of school activity, please phone the person listed below. If your concern is serious or not dealt with to your satisfaction, then put your concern in writing to the person below. If the matter remains unresolved, please write to the Principal.

- Student issues - the form level Dean or Guidance (Student Services)
- Staff issues - Ms L Ridling
- Day to day functioning of the school – Mr A Aitken
- Homework/student achievement/enrolment – Ms C Knell
- NCEA/NZQA/timetable – Mr M Black
- Student behaviour outside of the school – Mr A Aitken
- Learning Support – Ms Josie O'Hanlon

2. The Student Handbook

The Student Handbook is specially designed for Lynfield students and is provided to all students. It is an excellent resource, containing information on successful study, setting and meeting goals, homework, school rules and policies, as well as day/dated diary pages. There is also a year calendar and space to record assessments. It is a requirement for all students to have a Lynfield handbook in which to list all homework tasks each day.

3. Reports

Progress Reports will be issued to all pupils before the end of Term 1. A second report will be issued in Term 2 and a final report in Term 4. Twice during the year Progress Conferences provide opportunity for discussion with all the subject teachers. The first of these are on Thursday 29 March (family names A – L) & Tuesday 3 April (family names M – Z), 4 – 7pm.

4. Attendance

Attendance is not only compulsory for enrolled students but also absolutely critical for success at secondary school. Lynfield College's attendance rate for last year was very good. However, there are still some students who are too often absent from class without satisfactory explanation. Illness, family bereavement or similar unplanned events are legitimate reasons for absence. We ask that family holidays are not planned during term times, and advise that students must attend school up until course completion in December. If a family does wish to withdraw a student from a class during term time for a special reason, a letter to the Principal is required, seeking permission to do so. This should be done before any tickets are purchased, as permission is not automatic.

The College is open for 380 half days in 2012. For senior students undertaking NZQA assessments there are fewer days, due to the examinations. The last school day for junior students in 2012 is Friday 14 December.

Students are expected to be in form period/assembly by 8.40am, except on Wednesdays when they are expected to go straight to period 1 by 8.55am.

The last period ends at 3.10pm. Some students will be required to remain after that time for detentions, sport or cultural activities. (Students need to inform their parents or guardians if they are required to remain behind.) If a student has a detention ending after 3.40pm, 24 hours notice will be provided (by email wherever possible). There may be occasions when a student is required to remain behind for a reasonable period of time.

Where pupils are absent without permission the matter will be treated as truancy and they will have to make up the time by way of after-school detentions. Senior students absent from an assessment will not automatically have a re-assessment opportunity. It is the responsibility of the student to ensure their absence is explained.

Lynfield College operates a fully electronic attendance system. We encourage you to use an email address for notifying us of absence, absence@lynfield.school.nz. Please use this, or the telephone absence line 627 0600 ext 729 on the first day of absence. Please help us keep our data up-to-date and accurate with immediate notification of your child's absence. Please include name and form class, reason for absence, expected length of absence, and your name.

Please be aware that notes, emails, or telephone messages covering unspecified dates of absences, lateness, etc. are not acceptable. For example: "Please excuse my child for all absences in the months of April and May due to illness" is inadequate.

If you have any concerns or suggestions regarding attendance processes, please contact Leisa Munro, Deputy Principal (email address lmunro@lynfield.school.nz or by letter handed in to her office).

Thank you for supporting the College as it seeks to improve the reliability and completeness of the data surrounding absences from school.

5. Conduct of Pupils to and from School

Parents are reminded that pupils represent the school from the time they leave home in the morning until they arrive back in the afternoon. Misbehaviour during this period and the wearing of non-regulation uniform may be treated as a matter of school discipline. Local residents can best assist by contacting the school and helping to identify offenders. In any matters relating to public safety, the Police should be contacted immediately. Pupils are not allowed to leave the school grounds at any time during the day, without permission.

6. After-hours access to the school grounds

Unless there is a school function, please stay out of the school grounds, especially after dark. Please do not jump the fence; use the front gates after-hours. If you wish to make a booking for use of the fields or facilities, contact the Property Manager, Alan Carter on extension 720.

7. Motor Vehicles

We discourage students from driving cars or motorcycles to school, except in special circumstances. Details of vehicles brought to school should be provided by parents to the Year 13 Dean, Mrs Sofia Hameed, as our data base can be helpful should any issue arise involving vehicles and students. Students must abide by the conditions of their current licence. Vehicles brought to school must be parked in Boundary Road or one of the other nearby roads because there is no adequate parking in the College grounds. Students are not to drive their vehicles into the school grounds. **Any student vehicles found in the school grounds will be towed.** No responsibility can be taken for any damage done to vehicles. We would remind students on restricted licences that they are not to carry passengers. Breaching the law can result in a \$400 fine.

8. Parents Transporting Students to School by Car

Parents transporting students to school by car should drop them off at the marked Drop Off zone, which is located on the left-hand side of the main driveway. Please do not cause congestion by stopping right at the driveway entrance, or on the roundabout by the Administration block. Then please drive through the car park and exit via the lower White Swan Road gate.

N.B. There is no right hand turn in or out of the lower White Swan Road gate (Gate 2).

Collecting Students in Boundary Road at the end of the school day

We ask parents not to enter the school grounds to pick up their son or daughter at the end of the day. A lot of students exit by foot along the Boundary Road drive and it is not safe when vehicles enter or exit at this time. Please be aware that there are parking restrictions outside the Boundary Road entrance at the end of the day – please look for the signs on the poles. It would be much safer if you were able to park a distance away and get your child to walk to the car. This will help cut down the traffic at the Boundary Road gate and make it safer for students to cross the road. Thank you for your co-operation.

9. Cycle Safety

In accordance with the Transport Act 1993 it is compulsory for all pupils travelling to school by bicycle to wear safety helmets. **OFFENDERS WILL HAVE THEIR BICYCLES IMPOUNDED** and their names given to the Police who may issue infringement notices.

10. Uniform

We are very pleased with the standard of uniform so far and appreciate the support you as parents and caregivers have obviously given to ensure the standard is met. The new uniform, worn by Year 9 students and most of Year 12, is being worn very well indeed. There is a full description of the uniform in the student handbook. Form teachers and senior staff have worked hard during the first week to ensure that students are wearing their uniform well and representing the College with pride. Students are expected to wear full and correct uniform on their way to and from school, at school and whenever representing the College.

All items of uniform except shoes are available from the College shop.

Shop hours are Monday - Thursday 10.00am – 12.00pm and 12.30pm – 1.30pm. Closed Friday.

Our aim is to work in partnership with parents and ask that you support us as we ensure our students are correctly dressed. You can help in the following ways:

1. Please check that your children are in correct uniform before they leave for school. Some common issues to look out for:
 - White t-shirts or singlets are able to be worn under the school polo, shirts and blouses. No other colour is allowed and the white undershirt must not hang down below the shirt.
 - Ties must be worn correctly, i.e. tied correctly to the top button which is done up.
 - Canvas shoes or boots of any kind are not permitted.
 - Regulation black socks from the uniform shop are the only black socks to be worn by boys or girls.
 - The senior girls' blouse must not be worn unbuttoned with camisole exposed.
 - The girls' skirts are knee-length or floor-length and must not be shortened.
2. When there is a medical or financial reason for a non-uniform item to be worn on a particular day, please write and sign a note which must be presented to Lexie Ridling, Associate Principal, before school begins. A uniform pass may be issued, or the school may provide temporary uniform items to be worn for that day. Medical reasons for asking for dispensation from a particular uniform item must be accompanied by an explanatory note from an appropriate specialist professional. Financial considerations should be addressed to the Principal, Mr Steve Bovaird, who will ensure appropriate assistance is accessed.
3. The student handbook outlines the correct items for each form level. Unfortunately this year the regulations for jewellery and make-up have been omitted from this page. Years 10-13 are aware that the only jewellery permitted is a wristwatch and small stud earrings in gold or silver. Make-up and nail polish are not permitted.
Year 9 families please note this information.

Consequences for students wearing non-uniform items without permission, or wearing their uniform incorrectly include:

- Confiscation of the incorrect item which will be returned to parents only.
- If a senior student wears the tie incorrectly, he or she will forfeit the right to wear it for a period of time.
- Being sent home to get appropriately dressed. We will send senior students home after 2 warnings.

11. School Bags

It is essential that students bring the appropriate books, folders and writing equipment to school every day in a suitable schoolbag. A small handbag, boot bag or beach bag is unsuitable and we appreciate parental assistance in ensuring all students are adequately equipped in this respect.

12. Homework

As indicated in all the course statements, which the faculties distribute to students, homework is a regular and valuable aspect of learning. A leaflet on the value of homework activities is enclosed with this newsletter.

13. Forbidden Articles

- Dangerous materials, weapons, tools, explosives (includes craft knives and fireworks).
- Drugs and equipment associated with their use, solvents, cigarettes, tobacco, matches, cigarette lighters, alcohol, spray paint, permanent marker pens.
- Skateboards.
- Bubble gum and chewing gum.
- Any form of pornographic material.

NB: Over the years the use of digital technology has developed. It has now become the norm for most students to own a device of some type. These items can be useful communication tools, educational tools and forms of entertainment. They may be used as part of a lesson **when** the teacher has given permission, for example to be used as a voice recorder or camera, etc.

These devices can also create issues.

- They should **not** disrupt lessons (for example, a ringing phone, texting in class, using text functions in a test, etc). MP3 players and i-pods are not to be used without permission from the teacher during class time. Teachers may ask students to turn off any device and put it away, or they may choose to confiscate it where reasonable requests have not been met.
- Any confiscated items are treated with the utmost care and handed to the Dean in their office with the students name and details of the reason for confiscation or handed into the Deans' reception with an incident report.

14. Lynfield is a Totally Smokefree School

Smoking is not permitted in any of the buildings or in the grounds. This applies at all times including after school hours and at weekends.

EXTRA CURRICULAR

Sport

Touch

Results for Tuesday 14 February.

Girls Touch – Central: Lynfield 10 (possibly more) Vs St Cuthbert's B nil

Boys Touch – Central: Lynfield 2 Vs Mt Albert Grammar School B 2

Nick Thorpe, Director of Sport nthorpe@lynfield.school.nz

Vania Lavea, Sports Co-ordinator vlavea@lynfield.school.nz

Sports Office – 627 0600 ext 595

COMMUNITY NOTICES

6th Auckland Girls' Brigade (Blockhouse Bay)

Attention all girls! Come to Girls' Brigade for fun, friendship, camps, crafts and more. All girls from 5 years of age are most welcome. We meet Thursday 6-8pm at Iona Presbyterian Church, 38 Donovan Street, Blockhouse Bay. Come along and check us out! For more information, phone Dorothy on 442 5055 or check out our website (www.westaucklandgirlsbrigade.org.nz).

Toughlove

Raising teenagers can be tough but because we love them- there's Toughlove. Toughlove is for parents who are at the end of their tether or at their wit's end and are looking for support, tools and solutions to feel more confident in being the best parent they can. It offers parents guidance and support when their teenager's behaviour is unacceptable and disruptive within the family, school and community.

Toughlove provides groups for parents who meet weekly for support, facilitated by parents trained in the programme who have been in your shoes and know how you feel.

No need to book, just turn up to one of our groups around Auckland. Want to know more? www.toughlove.org.nz or 614 4363.