



CHURCHILL PARK SCHOOL - THINGS THAT ARE IMPORTANT TO KNOW

At Churchill Park School, our expectations are guided by our values of respect, responsibility and resilience. We hope these guidelines help you quickly settle into our positive and friendly learning environment

RESPECT

Manners and behaviour

At Churchill Park School we have very high expectations of manners and behaviour. Do not let our more relaxed manner be misunderstood for lowering of standards. In class, we wait our turn and put up our hands before responding to a question, or expressing ideas or opinions. We also wait while others are talking - especially the teacher.

Addressing our teachers

We address our teachers politely, by name, and we do as we are asked. It is inappropriate to say "No". We use our best manners at school at all times.

Physical space

In New Zealand, probably because we don't have as many people, our physical distancing is slightly larger than our International students may be used to. We wait in lines, take turns, don't push, and avoid touching others. We avoid, at all times, putting things up to people's faces. At CPS we often say, "Keep your hands and feet to yourself"

Walking to school

Please follow the footpaths and zebra crossings. Zebra crossings are used at all times. The road up to school is for vehicles only. We also stay out of the car park. When cross-country training, we only cross the roads with teacher supervision. This is important to keep you safe. Cars on NZ roads can travel faster than you expect.

Punctuality

It is polite (and expected) to arrive at school between 8:30 and 8:45. Please be in class, unpacked and ready to learn before the morning bell goes at 8:55 am. It is also important to pick up students at the end of the day, on time (3 pm). It is impolite to keep the teacher and class waiting to start morning lessons.

RESPONSIBILITY

Car Park

The car park at the top of our drive is for **staff vehicles only**. All other vehicles are to be parked at the bottom of our hill. It is **dangerous** to access the staff car park. When dropping off or picking up children in the bottom carpark, follow NZ road laws. Do not park on yellow lines or in the turning circle. Do park safely in a designated carpark before your child gets out of your car.





Teachers on Playground Duty

We always have teachers on duty. Teachers wear orange, high-vis vests so you can find them easily. They are there to help so please come and talk to us whenever you need help - or, if you just would like to talk to us.

Homework

In New Zealand, we value a "rounded" education, which doesn't only include academic learning. When our students leave school, we expect them to foster their independence by doing things around the home to help the family, get involved in sport and/or the arts and hobbies, and foster positive relationships by playing with friends, peers, and family.

Sickness (Parents' Responsibilities)

It is important for your child, and other children at school, that you keep your child home if they are unwell. Please follow absence procedures explained more, below.

If your child becomes unwell during the school day, we will inform you. It is important for their well being and the health of others, that they are collected from school as soon as possible.

Rubbish

We are a zero waste school. What you bring to school, you take home. Any waste you create during the day goes into your bag and goes home with you. Please do not feed the pigeons.

Personal items

These are your responsibility. All clothing items are to be named and you look after them. A good rule is that clothing is in one of two places - in your bag or being worn. Smart watches are to be kept at home.

Dirty shoes

Dirty shoes are left outside the classroom or learning space.

Mathematics

We understand that many of our Chinese students are performing above their New Zealand classmates in mathematics. This is a chance for them to help our students and advance their English skills and tutoring skills.

Adventure playgrounds - junior and senior

These are not to be played on before school as there is not a teacher on duty. If you want to play on them after school, you must be supervised by an adult. The junior playground is for Years 0 - 3 only. It is important to take turns and not push other students.

Eating at school

We sit to eat at all times, and lunchboxes are returned to bags before play. Food in lunchboxes is healthy and we avoid packaging. No lollies, please. Packaging and food not consumed stays in lunchboxes and is taken home for disposal.

RESILIENCE

Socialising

While we understand it is much more comfortable to socialise with people who speak the same language, we encourage all our visitors to make friends with our English-speaking students. We know that mixing with



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friends who speak English, both in and out of the classroom, is a powerful way to learn. It is your responsibility to do your best and make friends with NZ children so you can learn English more effectively.

Break times

We eat and play outside. We only go inside if the wet bell rings. Please do not feed the pigeons (as they then leave a mess of their own!) We do not use our devices at break times.

GENERAL INFORMATION

School Lunches

School lunches are available on Tuesday, Wednesday and Thursday each week.

Students still need to bring morning tea (snack)

Lunches need to be ordered the day prior

Go to [Kindo](#)

OTHER USEFUL INFORMATION

Absences

Please alert the office of all absences. Either by phone: 575 8156 or by email: office@churchillpark.school.nz or via the app. If your child will be away for an extended period, please apply in writing to the Principal, Marie Todd: principal@churchillpark.school.nz

App

Please download SchoolAppsNZ from the App Store and follow the prompts. It is very important that you refer to this as it will keep you up to date with what is happening at school.

Before and After School Care

Before and after school care is provided by Bizzy Bodz in the school hall. 7am – 8.30am and 3pm – 6pm.

Please contact them directly for more information. Bizzybodz.co.nz Ph 530 9020

Email

CPS uses the gmail platform. There are occasions where you may be asked to complete a google form. We find the few parents we have with hotmail addresses can find these problematic. If you use hotmail, but also have an alternative email address, can you please use the alternate for school purposes.

School Calendar

The school calendar can be accessed via the school website or the school app.

Bell Times

08:30 - Children on site

08:55 - First block of learning

10:30 - Morning interval

10:50 - Second block of learning

12:30 - Lunch break

12:40 - End of eating

13:20 - Enviro bell





Any lost property that is handed into the office will be returned to the owner (if named). Lost property is kept in the cupboards in the hall foyer. This will be sorted through about every two weeks, and anything named will be returned to the owner. At the end of each term any unnamed, unclaimed items will be passed to the PTA Second Hand Uniform Sale. Please ensure all uniform, drink bottles, lunchboxes, shoes and bags are NAMED.

Music Lessons

There are three itinerant music teachers that come onsite – piano, drums and guitar/ukulele. Please contact the office for details if interested.

New Entrants

Information you may find of value is the 'Starting at CPS Information' and the 'New Entrant Starting School Information' under the *Enrolment* section of our [school website](#).

Payments

All payments to the school are made via kindo. This includes payments for the school donation, PTA events, lunches etc. To set up your account, please click on this link: [kindo set up](#). The App is also available.

School Lunches

School lunches are available on Tuesday, Wednesday and Thursday. These need to be ordered and purchased through kindo.

Click on Create Account on the top right

Follow the prompts from there

Full lunch menu is available once you are registered

Kindo works like a payment platform. You will need to transfer money to your kindo account to then be able to order lunches and 'check out'.

Stationery

Stationery lists can be found on the Information page of our [school website](#). Stationery can be ordered directly with [myschool](#). Years 0-3 pool their stationery. Only exercise books need to be named. Years 4-8, please name all stationery.

Syndicates

Karaka – Year 0-3

Waitematā – Year 4-6

Rangitoto – Year 7-8

Uniform

Information on the school uniform can be found on the Information page of our [school website](#). Uniform is purchased from [The School Uniform Centre](#), 169 Manukau Road, Epsom.

The PTA runs second hand uniform sales in the school hall about three times per term. Check the calendar or ask at the school office for the next date.

Whare Groups





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