



# School Prospectus

2017

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## A Word from the Principal

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Choosing a school for your son or daughter is a very important decision. This prospectus is aimed at giving parents and children a better understanding about our school.

To really experience what we have on offer at Fraser Crescent School, it is highly recommend that you make a visit to the school. You are welcome to turn up at any time during school hours, however if you make an appointment, someone will be able to show you around and answer any questions you may have.

We also have a lot of information and resources about our school on our website. This information can be located at [www.frasercrest.school.nz/](http://www.frasercrest.school.nz/)

**To book an appointment you may email the office at [office@frasercrest.school.nz](mailto:office@frasercrest.school.nz) or phone us on 04 528 5412.**



# Our Vision and Mission

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## Our Mission Statement

Fraser Crescent School is a **Learning Community** where we are:

**F**uture Focussed,

**R**espectful,

**A**ctive Adventurers, who are...

**S**triving for Success,

**E**nthusiastic and

**R**esourceful.

These F.R.A.S.E.R attributes permeate all that we do at Fraser Crescent School. Our students monitor their learning and behaviour against these values through our *Pathways to Success* programme, our staff are employed based on their ability to model these values, and our Board of Trustees are guided in their decision making by these F.R.A.S.E.R principles. It is these F.R.A.S.E.R attributes which are depicted on our school logo.

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## Our Vision Statement

*Connecting today's children with tomorrow's learning.*

Our vision statement recognises the importance of educating our students for a world that is constantly changing. We cannot predict the future; however we do know that our students will need to be adept at using technology, as well as connecting and collaborating with others in order to achieve goals. Our Vision at Fraser Crescent School is to provide a rich and engaging education that will prepare our students for the world of tomorrow.

## The FRASER Values Explained

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### ***Future Focussed*** - *Taking action today for a better tomorrow*

This means empowering our students to make good decisions for their future. It is about teaching our students to set goals and work towards them. We want the children at Fraser Crescent School to realise that they have a voice and can create change in a rapidly transforming world.



### ***Respectful*** - *Being respectful to other people, places and beliefs*

We aim to instill in our students the value of respect. This starts by respecting ourselves, which leads to students gaining increased confidence and self-esteem. We also encourage our students to be respectful of others, their ideas and beliefs.



### ***Active Adventurer*** - *Get involved, give it a go and wonder!*

At Fraser Crescent School being active in both mind and body is very important. We implement a range of programmes and sports aimed at increasing students' physical abilities and fostering a love of the outdoors. Our teachers aim to develop curiosity among our students to become excited inquirers about their learning.



### ***Striving for Success*** - *Not the best, but trying your best*

Our Striving for Success value is about empowering our children to try their best. We aim to develop perseverance and resilience within our students, as well as equipping them with the necessary skills and tools to effectively problem solve.



### ***Enthusiastic*** - *Be involved and make learning fun*

For students to really connect with their learning, it needs to be fun and engaging. This starts with an Enthusiastic Board of Trustees and permeates through the school, the notion of being involved, positive and having a can-do attitude.



### ***Resourceful*** - *Knowing about and using resources in our learning*

In an ever changing world, our children need to think outside the square and be highly resourceful. At the heart of our Resourceful value, is the ability for our students to self-select the most appropriate tools for any challenge. We also want our children to be aware of their impact on the environment and global pressure on some of our natural resources.

# What makes Fraser Crescent School unique?

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## Our Teachers and Staff

The most vital aspect in being able to offer a high quality education to your child is employing great teachers. At Fraser Crescent School we go to extreme lengths to ensure that our teaching staff are skilled, professional, committed and that they demonstrate and model our F.R.A.S.E.R values. We work very hard to continually train and develop our teachers, as well as ensuring that they have Future Focused goals to make them become even more effective teachers.

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## You!

Parents and caregivers are the most influencing (and important) people in the lives of our students. Schools don't have a monopoly on learning, it happens everywhere. At Fraser Crescent School we partner with parents to help maximise student learning. We do this in a variety of ways including running sessions for parents about reading, writing and mathematics at school. We also have a lot of information, resources and tutorials on our website to support children and parents outside of school.

Our parents and caregivers help to make Fraser Crescent School the wonderful school that it is. If you want to get involved in the school by helping in classes, coaching a sport, or providing help in other ways, please let us know.

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## Class Sizes

This is how we aim to do it. Ideally our new entrant classes have a maximum size of about 18 – 20 students, however they are often lower than this. Our year 2-3 classes are usually around the low to mid-twenties, and ideally our senior classes have less than 30 students in them. There are times when we have a sudden influx of students and this makes keeping to the fore mentioned numbers a challenge.



## Exciting FRASER Curriculum

Reading, writing and mathematics are important subjects for students to learn, however, at Fraser Crescent School we ensure that the programmes on offer help to develop the 'whole child' through the delivery of a broad and engaging curriculum. As well as arts, science, health and PE, our programmes are aimed at improving communication, thinking skills, confidence, problem solving, cooperation and self-management to name a few. Through our Fraser Time programme, children participate in a wide range of activities from bone carving to cooking, choir to photography.



## eLearning – Technology

At Fraser Crescent School we have made a massive investment in technology to support our learning and teaching programmes. We have data projectors and Apple TVs in every classroom, as well as over 100 computers, laptops and iPads throughout the school. Our teachers are continually being trained in the use of the various technologies available, with a focus on improving learning outcomes for students. We also encourage our students in senior classrooms to bring their own electronic devices to school to further enhance their learning experience.



## Communication

As a parent you need to know what's going on at school, as well as having various ways in which you can have your say. At Fraser Crescent School we send out an informative fortnightly newsletter, which is added immediately to our website and emailed to our community. We have a school Facebook page, which is linked to Twitter and this enables us to send messages directly to parents' mobile phones. We are currently adding Signmee to our system as another means of communicating with parents/caregivers/whanau. You will be asked to sign up when your child starts school. There are lots of ways that you can share your views and ideas too. We have a suggestion mailbox in our administration area, as well as a Principal who makes an effort to talk to you! All of our policy reviews are completed online, and parents are encouraged to submit their feedback.

## Facilities at Fraser Crescent School

We are very fortunate to have excellent facilities at Fraser Crescent School. This includes large classrooms, a heated swimming pool, an exciting adventure playground, a school hall, and a continually developing library to name a few. We are also lucky that the school backs on to Clyma Reserve, so we have access to the Clyma Park Community Garden, where our students have garden beds and access to an outdoor classroom. We have extensive playing fields and a netball court which are used frequently by our active students.



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## Multicultural School

Fraser Crescent School is a multicultural school with students from lots of different ethnic backgrounds. It is important that children feel that their own culture is recognised and valued, as well as understanding some of the beliefs and traditions of other cultures. At our school we have a large number of Maori students. We arrange visits to Orongomai Marae to build links with local Maori in our community. We also have a full school Kapa Haka group and a Performance Kapa Haka Group. As part of our school curriculum we have a specific cultural unit, where children are encouraged to learn more about their own and other children's cultures.

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## Sports and Outdoor Education

At Fraser Crescent School we really promote being an Active Adventurer. There are lots of sporting opportunities on offer for our students, including events which occur before, during and after school. We also want our students to develop a love of the outdoors. This is promoted by our series of camps which the children participate in over their years at the school. Every year starts by having a full school overnight camp on our field, as well as offering a two day camp for our Year 4/5 students and a week-long camp for our Year 6 Students.



We also do at least two bushwalks a year, getting out there in our local environment.

## Reporting and Assessment

It's really important to celebrate academic and other successes regularly through our reporting process at Fraser Crescent School. We also believe that it is vital to identify when students are struggling and work collaboratively with students and their parents to address any concerns. We provide a range of written and verbal feedback throughout the year, keeping parents informed of student progress. Full details of our assessment and reporting programme are outlined in our Assessment Guide. Please ask for a copy if you are interested.



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## Pathways to Success – Learning and Behaviour Management

It is important that students develop the necessary work habits to make them successful learners. We use the Pathways system which is linked to our F.R.A.S.E.R values to monitor and reflect on student learning and behaviour at Fraser Crescent School. Each day students rate themselves in terms of leadership, motivation, self-management, cooperation, and being organised. Children are awarded Fraser Awards if they are able to demonstrate these attributes regularly throughout the week.

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## Home Learning – Frasers Quest Programme

At Fraser Crescent School the teachers regularly provide reading and mathematics homework for students to complete. We also provide a range of support materials and games which can be used in the home to further enhance and support student learning.

Learning happens everywhere and at Fraser Crescent School, we believe in recognising and celebrating some of the activities that our students do outside of school. Our Frasers Quest home learning programme does just this. It encourages the children to take part in a wide range of meaningful tasks and activities, exposing them to new opportunities. Some of our students lead very busy lives and their afterschool activities can be included as part of their involvement in the Quest Programme.

## **Low School Rules – High Trust Environment**

We don't have lots of rules at Fraser Crescent School. We believe that children usually know the difference between right and wrong, and we encourage them to make good decisions. If children are provided with an exciting and engaging learning programme in their classroom, this helps to reduce any behavioural issues. The same is true at lunchtimes. Therefore, we provide a range of activities and options for the students including sports and culture club practices, use of the library and hall, a fun adventure playground, participation in the green kids gardening group and use of the school unicycles to name a few. We trust the students to use the facilities and equipment in accordance with our F.R.A.S.E.R values.

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## **Home and School Association**

The Fraser Crescent School Home and School Association help to fundraise lots of money each year for the school, which is used to support many of the 'extras' that the school provides the children. This includes funding trips, buses, IT equipment, sports and cultural club activities and uniforms, prizes and rewards, visiting entertainers and many other things. Being a parent member on the Home and School is a great way to get involved in the school and meet members of our school community.

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## **Extra-Curricular Activities on Offer**

At Fraser Crescent School we pride ourselves in regards to the extra activities that we offer our students. These occur before, during and after school, and give our students an opportunity to further develop their areas of interest, attain new skills and learn more about themselves. The activities that we offer are often aligned to the strengths and interests of our staff. Please enquire about the activities that are currently on offer.

## Other things you need to know

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This section of our School Prospectus provides a range of information that you should read prior to your child starting at Fraser Crescent School. Please contact the school office or principal if you have any further questions.

- **Our Staff**
- **Board of Trustees**
- **Our Contact Details**
- **New Entrant Children**
- **Education Review Office Summary**
- **Learning and Behaviour Management**

### General Information

- **Stationery**
- **School Lunches**
- **Money**
- **School Donation**
- **Parking in School Grounds**
- **School Terms and Hours**
- **Absence of Pupils**
- **Possessions**
- **Mobile Phones**
- **Health and Safety**
  - *Medical & First Aid*
  - *Speech Therapy*
  - *Support Services*
  - *Sun Protection Policy*
  - *Dental Clinic*
  - *No Peanuts at School*
  - *Smoke Free School*

## Our Staff

<b>Principal:</b>	Mr John Channer – Dip. Tchg, MEdL	
<b>Deputy Principals:</b>	Mrs Michelle Picard - Adv. Dip. Tchg. BchTLn, MEdL	
	Mrs Phillipa Whiteman – Dip Tchg. BA	
<b>Senior Teacher:</b>	Mrs Lorna Cowell – CE, High Dip Tchg, Dip Chn Lit	
<b>Teachers</b>	Mrs Nycki Proctor Miss Tessa Deuss Miss Ellen Stirling Miss Michelle Steiner Mr Aaron Work Miss Janine Bullard	Miss Erin Chamley Miss Frances Gilmore Mrs Teresa Salter Miss Annabel Burston Miss Claire Hodge
<b>Reading Recovery:</b>	Mrs Bernadette McVey	
<b>Senco:</b>	Mrs Franziska Ravera	
<b>Part Time Teachers:</b>	Mrs Elizabeth Grant Mrs Zoe Seccombe	Mrs Clare Barlow Mrs Malanie van der Vyver
<b>Teacher Aides:</b>	Mrs Derryn Nickless Miss Louisa Parker Mrs Kirsten Bray	Mrs Katrina Hamilton Miss Mary Watene
<b>Office Manager:</b>	Mrs Kathie McMahon	
<b>Caretaker:</b>	Mr John Milroy	
<b>Cleaner:</b>	Mrs Lhakphutti Sherpa	

## Board of Trustees

The governing body of the School is the Board of Trustees. They are elected every 3 years by a postal ballot as representatives of parents who, in consultation with the community and within the guidelines set by the government, draw up the School Charter which determines the School's aims, policies, programmes and budgeting.

### The present Board of Trustees are as follows:

Rose Tait	<i>(Chairperson)</i>
John Channer	<i>(Principal)</i>
Phillipa Whiteman	<i>(Staff Representative)</i>

### Parent Representatives:

Rachel Burrell	Craig Wylie
Anne-Marie Wilson	



## Our Contact Details

**Phone:** 04 528-5412

**Fax:** 04 528-5435

**Absence Mobile(text):** 021 0225 6818

**Email:** [office@frasercrest.school.nz](mailto:office@frasercrest.school.nz)

**Principal:** [principal@frasercrest.school.nz](mailto:principal@frasercrest.school.nz)

**Website:** [www.frasercrest.school.nz](http://www.frasercrest.school.nz)

*For free school newsfeeds direct to your mobile phone (Vodafone and Telecom only), text "follow frasercrest" to 8987*



## Information for Enrolling New Entrant Children

1. When enrolling new five year olds, a birth certificate is required. Evidence of immunisations is also required.
2. Please help us by teaching your child to put on her/his own shoes and tie the laces as the children can put their shoes on shoe racks outside the classrooms.
3. All belongings including clothes need to be named.
4. Reading books and Home Learning books usually come home every night in the child's book bag and should be returned the next day please.
5. Toys - we would prefer these to be left at home as accidents or loss can cause upsets. In no circumstances can teachers be responsible for toys brought to school.
6. We have a Pathway to Fraser programme where your child comes to visit weekly. Please come at least a term before they are to start school formally. At Fraser Crescent School we hold our Pathway to Fraser programme on a Thursday afternoon from 2 – 3.00pm. After a series of 4 Pathway to Fraser programme visits we arrange up to 4 school visits. We are flexible and arrange these visits to suit the child and their family/whanau.
7. It would be really useful if your five year old is able to do these things:
  - hold a pencil

- know their colours
- recognise their written name
- write their name in small letters e.g. Tania
- count to 10
- can sit still while a book is being read

**When your child is nearly ready to begin school please phone or call in to see us to let us know you are coming so we are prepared and expecting you.**

**We look forward to a long and happy association with your family at Fraser Crescent School.**

### **Education Review Office Summary**

The Education Review Office (ERO) visited Fraser Crescent School during May 2014. The confirmed report is now available either at the school office or by visiting the school website at [www.frasercrest.school.nz](http://www.frasercrest.school.nz).

If you would like information regarding the Education Review Office and their work, please go to the ERO website – <http://www.ero.govt.nz>.

## Learning and Behaviour Management

At Fraser Crescent School we focus on the positives of learning, rather than the negatives of poor behaviour. We strive to provide a positive environment that engages children and develops enthusiastic learners. This document provides information on how we promote learning and positive behaviour at Fraser Crescent School.

### Our Philosophy:

**Our philosophy on promoting a positive school is based on three principles.**

1. Classroom programmes need to be engaging, challenging and enjoyable, catering to the needs of all students.
2. We provide a range of activities and opportunities for children to participate in during break times, set within a high trust environment.
3. Staff will demonstrate our FRASER values, whilst fostering positive relationships with both children and parents/caregivers.

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### Fraser Awards

Fraser Awards recognise and celebrate children who model the FRASER values and strive for success on our Pathways programme.

How Fraser Awards work: All children will be scored daily against a set of criteria based on our Pathways to Success. Working hard, showing leadership skills, being actively involved in learning, and positive behaviour will all contribute towards the children's scores. At the end of the week, children who have maintained a high average (23 or more points out of a total 25) will be awarded a Fraser Award at assembly. The number of Fraser Awards collected over the term will decide the winner of our Fraser Kid. Children are presented with their first, fifth (bronze), tenth (silver), twentieth (gold) and thirtieth (platinum) Fraser Award at the school assembly.



In class, children who display behaviour or work habits which are considered 'off track' will usually receive a verbal warning. Children who continue to display unsatisfactory behaviour or work habits, will move down a level on the Pathways to Success Model. An improvement in behaviour or attitude to learning may see children move back up a level, at the teacher's discretion.

In class, children who display behaviour or work habits which are considered 'off track' will usually receive a verbal warning. Children who continue to display unsatisfactory behaviour or work habits, will move down a level on the Pathways to Success Model. An improvement in behaviour or attitude to learning may see children move back up a level, at the teacher's discretion.

Children who continue to score low results on the Pathways to Success (under 13) on a regular basis, will have their parents or caregivers contacted by the classroom teacher, in order to discuss how learning and behaviour can be improved at school.

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### **Home Contact Cards**

These are issued at the staffs' discretion when a child has done something deemed inappropriate at Fraser Crescent School. The first contact card issued each term is followed up by a phone call to parents, by either the classroom teacher or the staff member who issued the home contact card. If a second home contact card is issued within the same term (or extremely inappropriate behaviour has occurred) the school principal will ring home to discuss the matter with the offending child's parent/s. Depending on the issue, an action plan may be put in place to formally address any concerns.

## General Information

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### Stationery

This is sold in the office at retail prices. Stationery lists are given out at the start of the year.

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### School Lunches

These are sold through the School and are supplied by the Redwood Dairy. The child's name, room number and lunch order is written on the outside of an envelope and the correct money is sealed inside.

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### Money

Requests for money are usually through newsletters, or notes sent home. Money should be sent to School sealed in an envelope with the child's name, room number, amount enclosed and what it is for clearly written on the outside.

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### School Donation

The Board of Trustees ask parents to make a donation to help cover the cost of the many items used in the School which are not covered by government funding. These include reading material, sports equipment, musical equipment, library books and copying costs. The donation is currently set at \$50 per family.

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### Parking in School Grounds

There is insufficient parking space on the School grounds. A chain will be placed across the driveway each day from **8:30am – 9:00am** and again from **2:45pm – 3:15pm**. Any vehicles which arrive before the gate is chained, either in the morning or the afternoon, will be asked to remain in the school grounds until the chain is removed. Parents bringing their cars on to School property at other times must not enter the staff parking area (by the main entrance to the School), but may park cars in the tar sealed area by the bike sheds behind the Junior School, classrooms 1 to 4. Turning and reversing cars are a great danger to young children, and parents are asked to take **special care**.

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## School Hours

School Commences	-	8:50 am
Interval	-	10.40 – 11.00 am
Lunch	-	12.55 -- 1.50 pm
School Finishes	-	3.00 pm

Staff are at School for much longer than the hours that the School is open, but we cannot accept responsibility for children before 8.00 am (7.45am on Fraser Club days) or after 3.30 pm.

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## 2017 School Terms

Term 1	31 <sup>st</sup> January – 13 <sup>th</sup> April
Term 2	1 <sup>st</sup> May – 7 <sup>th</sup> July
Term 3	24 <sup>th</sup> July – 29 <sup>th</sup> September
Term 4	16 <sup>th</sup> October – 15 <sup>th</sup> December (dependent on Teacher Only Days)

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## Absence of Pupils

In the interests of your child's safety, **we request that you phone the School before School starts in the morning to tell us if your child will be absent.** We phone the parents of absent children, if we haven't heard from them, to make sure the children are safe. If we have not heard from parents, a brief note explaining the absence is requested when the child returns to School. The law makes parents liable if school age children are absent unless ill. Also, as a safety measure, children must not leave the School grounds between 9 am and 3 pm including lunch time unless accompanied by their parent, or a teacher, or with written permission from their parent.

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## Late arrivals

If your child is late to school, it is necessary to report to the school office on arrival. You or your child will be given a slip of paper to pass on to the teacher. This is to ensure that the roll is correct.

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## Possessions

We do not take responsibility for children's possessions, so items of value should not be brought to school. Clothing should be named so it can be returned when lost. Anything which is a danger to others is strictly forbidden at school.

## **Mobile Phones**

Students may bring their mobile phone to school. Our school policy requires all students to hand in their mobile phones to the school office before school starts and they can be collected at the end of the school day (at 3pm). Students are able to come to the office during the break times to check their phone if they are expecting a text message.

# Health and Safety

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## Medical & First Aid

First aid for minor injuries is provided at School. Head injuries and other serious accidents are reported to parents. For this purpose we must have your home phone number, work phone number and an alternative contact. Please notify us of any change of address or telephone number. It is also important that you notify us of any medical condition and treatment that may be required at School - particularly allergies and asthma. It is important that you inform us of any changes to your child's health – serious illness, injury or new allergy.

It is school policy that teaching staff do not administer medication to children. However, medication will be administered by office staff providing a Medicine Authority Form has been completed.

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## Speech Therapy

The Speech/Language Therapist visits the School each year and children with serious speech defects may be asked to attend the Upper Hutt Speech Clinic. Hearing and vision of all new entrants is tested prior to beginning school. Those with noted weaknesses are monitored each year but parents or teachers may make a referral if they suspect a problem.

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## Support Services

The Public Health Nurse visits the School periodically through the year and on request. Should any parent have a concern about their child's health, they can approach the nurse who will initiate or advise a course of action, e.g. concern about sight or hearing.

The Specialist Education Service provides support for those who have on-going special needs and we refer to the Resource Teachers for Learning and Behaviour for those children who require extra support in these areas.

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## Sun Protection Policy

Parents are requested to ensure they put a suitable hat and SPF15+ water resistant sun screen in their child's school bag during term one and term four each year. Any allergies to sun or sun screen should be made known to the teacher. Copies of our Sun Protection Policy are available from the school office.

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### **Dental Clinic**

The Dental Clinic at Fraser Crescent School is no longer open. To contact the Mobile Dental Service please ring 0800 TALK TEETH (0800 8255 83384).

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### **No Peanuts at School**

We have a few children at Fraser Crescent School who may have life-threatening allergic reactions to even the smallest contact with peanuts. We ask that students refrain from bringing peanuts and peanut butter to school. Many products state 'May contain traces of peanut' and we allow these products to be brought into school.

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### **Smoke Free School**

Fraser Crescent School is a smoke free school. This means that no one is allowed to smoke on the school grounds.