



IMPORTANT GENERAL INFORMATION for new students - 2024

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School Communication

Communication is key to ensuring our school families are kept up to date with the latest news and information from Mount Roskill Intermediate School (MRIS). This is why we communicate regularly by email and via our school App (SchoolAppsNZ).

It is important that you provide the school with your current email address and mobile number when entering your details on your child's enrolment form or advising the school as soon as possible if these details change.

It is highly recommended that you download our free school app - **SchoolAppsNZ** :



The School App is used for accessing all of the school's communications including instant messaging should we need to send any emergency or important information out to you. Through this App you can also notify the school of your child's absence, easily contact us and have quick links to our website, school calendar and other key information for our school.

Early in the new year a link will be emailed out to you, to allow you access into our school app.

Alternatively, at any time you can:

- Go to your App/Play Store, search **SchoolAppsNZ** and download.
- Start typing Mt Roskill Intermediate into the search field then select Mt Roskill Intermediate when it comes up
- Request access to the app. Within the next 24hours you will receive the access link via email.

Website

The school website is another important part of our communication with parents. It is updated regularly and gives parents and families information about what is happening at our school.

www.mri.school.nz

Daily Notices for our students are located on the school App or on our website home-page under Community Connect, Daily Notices. This provides your child with up to date information on exactly what is happening each day.

The School Day

Children are expected to be in their rooms by 8:45am, ready for school to begin at 8:50am. School closes at 3:00pm, with morning interval (10.30am - 11.50am) and lunch time (12.30pm - 1.30pm) breaks. Punctuality is important. There is no early closing on 'wet days'.

Unless children are involved in an organised activity they must leave the school grounds by 3.10pm.

No pupil may leave the school grounds between 8:30am and 3:00pm without prior contact from home via the school office. Students who are required for appointments during the day must be collected by a Parent or Caregiver from the school office and be signed out.

For exemption from any part of the school programme (on medical grounds) such as sports or physical education, a note signed and dated by the parent or caregiver must be provided.

In the event of sickness or an accident to pupils at school, parents will be contacted straight away by the school, but in serious cases the School may have to act independently and seek medical aid.

A Before and/or After School Care & Holiday programme is available for Mt Roskill Intermediate students, through sKids at Mt Roskill Primary school in their hall.

For information on cost and enrolment please contact:

sKids | t: 0800 274 172 | e: admin@skids.co.nz | w: www.skids.co.nz

Absences

If your child will not be coming to school for any reason, you must notify the school as soon as possible. The parent or caregiver can notify the school through either our school app, email the office and class teacher or by telephoning the office. Please ensure you provide your child's name, room number and the reason why they won't be in.

If the school has not been notified of your child's absence, a note, signed and dated by the parent or caregiver must be provided on their return to school.

The School Attendance Officer will contact parents of pupils who are absent if the School has not been advised of the reason for this absence.

ACES (Auckland City Education Service) will be contacted to follow up with families where there are concerns with attendance. This is a Ministry of Education service.

School Office

The school office is open from 8:00am until 3.30pm, Monday to Friday during Term Time. Messages for teachers and pupils are to be communicated through the school office between these times, or messages left on the school answering phone during out-of-school hours. You may also email the school – office@mri.school.nz, or email the teacher directly.

It is important that we have your current home address and telephone number, the correct work address and any other emergency contact numbers on file. Parents, please use our School App, or Website, or contact the office directly to update any changes to your contact details. It is also important that the school office is also informed of any custody arrangements.

Visitors to the School

Parents are welcome in the school. Appointments with teachers can be made through the school office at any time during the year or by emailing the class teacher. All visitors entering the school or wishing to speak to a staff member or student, must first report to the office and be signed in. This regulation is for the protection of all students. You will be asked to wear an identifying badge if you are moving about the school. You will be required to sign out when you leave.

School Uniform

All students must attend school wearing the correct uniform.

If there is a problem with wearing the correct uniform, a signed note must be provided from home and carried by the student during the agreed period.

Our uniform is breathable and also provides warmth and comfort. A number of options are available, including long sleeved shirts, trousers and jackets. Non-regulation clothing should not be worn.

Ordering

Our school uniform is supplied through Argyle. This is an on-line supplier. Links to ordering the uniform are available through our school website or go directly through to their website www.argyleonline.co.nz and select Mt Roskill Intermediate School in the Upper North Region schools.

Parents and caregivers find this system quick, easy and efficient to use. You can start ordering uniform at any time. You will be able to pay by credit or debit card, direct credit or cheque. You can also generate a WINZ quote to take to WINZ. Orders are delivered directly to your door. You can call the Argyle Customer Service on 0800 274 953 to answer any queries you may have.

Tape measures are available from the school office to enable you to measure your child as per the instructions on the ArgyleOnLine website. Measuring your child to ensure the correct size is selected is very important because sizes vary from garment to garment, and uniform sizes often differ from retail clothing brand sizes.

A small range of uniform examples are held in the school office if you wish to view them.

The school office can also support you through the process of making an on-line order and generating WINZ quotes.

Special orders

If your child is likely to need a special item made to order for them, because of their size or body proportions, it is important that you contact Argyle directly, as soon as possible, to ensure that it can be manufactured in time.

On the occasion that there are delays with the manufacturing of uniform items, the supplier will notify you and the school.

WINZ Quotes

If you are likely to need a Work & Income New Zealand (WINZ) quote to support your child's uniform purchase, these are easily created and printed from www.argyleonline.co.nz by following the instructions provided. Take the quote to your nearest WINZ office for processing. Please arrange for WINZ to pay the quoted price directly into the account number provided, Argyle cannot accept payment cards.

We suggest you make an appointment with your WINZ case worker before the end of 2022 to ensure that your child receives their uniform in time.

Deviations to the Uniform:

Muslim Girls – Plain black trousers are to be worn under the skirt and under P.E. shorts.

Girls required to wear a head scarf for religious reasons: The plain white scarf is to be purchased through the school office.

Old Clothing (not P.E. gear) must be worn for contact sports on the field in the winter.

Optional:

Sun Cap: A plain black cap can be worn outside during the summer months. These are only available from the school office for \$10.00.

Shoes:

Please only purchase shoes that are permitted.

School shoes must be flat plain black shoes, not boots. These must be fully enclosed.

Plain black sandals can be worn during summer, but covered shoes must be worn in the technology classrooms for safety.

Sports shoes are only to be worn for P.E. and not worn to and from school.

Jewellery:

Students may wear small plain stud earrings in their ears.

Cultural taonga can be worn. Permission to wear any other jewellery of importance can be obtained by making a request in writing to the Deputy Principal.

Nail Polish is not permitted.

Clear naming of all school uniform items is important in reducing lost items.

Can you please clearly name all of your child's uniform items, including their shoes.

Stationery

We have a mixed model of working with books and technology at our school, so stationery will be required to be purchased for your child.

Complete stationery packs are available to be purchased from the School Office. This pack ensures that your child will have all the necessary stationery for all classes throughout the school year.

MRI encourages their students to BYOC (bring your own chromebook). Your child has the opportunity to bring and use their own chromebook in the classroom each day.

Parents have the choice of using our Noel Leeming partnership to purchase a chromebook bundle. Just mention the school name in-store to get the partnership benefits.

If parents choose for their child to BYOC, you will need to purchase:-

- A chromebook with chrome operating system only and a charger.
- A bag or case for transporting it safely.

MRI will provide a recharging container if overnight storage is required.

Alternatively, MRI has a supply of Chromebooks which are available for use throughout the school day by students who don't BYOC.

Hapara DashBoard allows the school to monitor student use of Chromebooks at school. This helps to ensure safe and appropriate use of digital devices.

Specialisation

Mt Roskill Intermediate School offers a range of Specialist teachers in Food Technology, Performing Arts, Science and Materials Technology. Students will participate in all of these subjects. Closed shoes must be worn for these lessons to meet safety regulations, (sandals are not permitted).

Swimming

Swimming is an important part of the School's curriculum. Parents are asked to ensure their child has the appropriate swimwear. The School Pool is in operation during Term 1.

Note: Should a student be unable to take part in a swimming lesson for health or religious reasons, the classroom teacher must be contacted in the first instance.

Homework

Year 7 and Year 8 teachers provide weekly homework to support learning that is taking part in class. It includes aspects of revision, researching and completion of class tasks. A regular homework routine is helpful in developing your child's independent study habits and supporting class work in preparation for secondary school.

We recommend that all children read for at least 10 minutes each day. Homework is not expected to take longer than 30 minutes per night during the weekdays.

Reporting to Parents

During the year there will be two written reports issued to mainstream students. These go home in July and December. Reports will give you information on your child's progress at school.

We know that parents want to support their children at home. There will also be opportunities for the parents to meet with the teacher to discuss their child's learning goals and progress. This happens twice a year in Terms 1 & 3.

Parents are also encouraged to contact the child's teacher or Deputy Principals, to discuss any concerns they may have. The more we are able to understand problems, difficulties and concerns, the better we are able to support your child and their learning at MRI.

Immunisation

It is recommended that students attending Mt Roskill Intermediate School be immunised for diseases as suggested by the Department of Health, including Hepatitis B vaccination. This is available free from your Doctor.

Lunches

MRI is a Water Only School.

Lunch can be ordered online before 9am at ezlunch - www.ezlunch.co.nz and this will be delivered same day to school by lunchtime.

The ezlunch website will guide you through creating an account, then it is an easy process to place an order and make payment by either debit, credit card or bank transfer.

Students are not to leave the school grounds at lunch time to buy lunches.

Valuables and Cellphones

Teachers cannot be responsible for the custody of valuable articles. Pupils are advised not to bring them to school.

If a child has a genuine need for a cell phone, it must be checked in with their classroom teacher first thing in the morning and it is then stored in the office until the end of the day. We cannot accept responsibility for cell phones left in desks or student bags. Cell phones must not be used during the school day.

Bicycles

It is important that students biking to school have a secure lock for their bike. The school will also keep the bike sheds securely locked during school hours. The school does not cover loss of bicycles or other valuable items. The wearing of bicycle helmets is compulsory. Please ensure that the helmet straps are adjusted correctly for safety.



MT ROSKILL INTERMEDIATE SCHOOL

Term Dates and Holidays for 2024

Mt Roskill Intermediate School will be open for instruction on the following days.

| | | | |
|---------|-----------------------|---|-----------------------|
| Term 1: | Thursday 1st February | - | Friday 12th April |
| Term 2: | Monday 29th April | - | Friday 5th July |
| Term 3: | Monday 22nd July | - | Friday 27th September |
| Term 4: | Monday 14th October | - | Tuesday 17th December |

The school will be closed on these days: (Public Holidays)

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| Waitangi Day | - 6th February (Tuesday) | - In Term 1 |
| Good Friday | - 29th March (Friday) | - In Term 1 |
| Easter Monday | - 1st April (Monday) | - In Term 1 |
| Easter Tuesday | - 2nd April (Tuesday) | - In Term 1 |
| Anzac Day holiday | - 25th April (Thursday) | - In Holidays |
| King's Birthday | - 3rd June (Monday) | - In Term 2 |
| Matariki | - 28th June (Friday) | - In Term 2 |
| Labour Day | - 28th October (Monday) | - In Term 4 |