



Te Kura O Ritimana

Richmond Road School

Growing Together As One

# NEWSLETTER

*Tena koutou e te whānau he mihi nui ki a koutou katoa*

*Kia ora Talofa lava Greetings Bonjour*

*Welcome to week 1 of term 1, 2019*

***'E tu Kahikatea, hei wakapae ururoa***

***Awahi mai, awahi atu, tatou, tatou e'***

***Kahikatea stand together; their roots intertwine, strengthening each other.***

***We all help one another and together we will be strong.***

Welcome back to another year at Te Kura o Ritimana. The staff and children have had a wonderful first week together as we revisit the values of our school and get to know one another. I have personally enjoyed getting to know the children and meeting parents and other members of the community. We are fortunate to have welcomed new staff and families to our school. We introduce them below:

New staff:

Jacqui Tutavake (Principal)  
Trish Ramsay (Y4-6 Teacher The Hub)  
Aria Newton (Year 1-3 Teacher The Village)

Uala Toamaka (Y4-6 Teacher The Hub)  
Louise Sadler (New Entrant Teacher The Village)  
Moana Vaiomanu (Mua i Malae)

Note: Our full staff list is on our website

New children:

**Kiwi Connection**

Sam Wickham  
Honor Montgomery  
Oliver Robinson  
Mia Patel  
Rose Harkness  
Joshua Male  
George Toamaka  
Kavafau Puteni

**Mua i Malae**

Alena McCartney-Aitken  
Eden Palelei  
Joy Palelei  
Dominic Vaiomanu  
Teinaki Soatini

**Te Whanau Whariki**

Bella Murray  
Majar Tafutu  
Hawaiki MacFie  
Fate Manu Iese  
Poroa Tana-Hamiora  
Cavalli Tana-Hamiora  
Ana Iese  
Harlow McCutcheon-Takarua

**L'Archipel**

Paul Khyn  
Valentina Lewis  
Camille Cantarel



Te Kura O Ritimana

Richmond Road School

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Office Hours 8.30am-3.30pm

Phone 09 376 1091 | Email [office@richmondroad.school.nz](mailto:office@richmondroad.school.nz)

Facebook [www.facebook.com/RichmondRoadSchool](http://www.facebook.com/RichmondRoadSchool)

Banking 12-3011-0757539-00

[richmondroad.school.nz](http://richmondroad.school.nz)

### Ngā whetū o te wiki/Stars of the week:

We had a lot of stars this week in our learning spaces. These students were recognised in their rōpū this week for kindness, caring or learning:

Aidan Lau	Ronan McKinnon	Ena Vitle	Sam Wickham
Manawanui Tomas	Parekaawa Popham	Luke Dickson	Tommy Brown
Joseph Rice	Lyla Protheroe	Alarah Etuata	Temea Hakopa
Tuakore Talauta-Riki	Kanoa MacFie	Thomas Vickery	Bill Dobson
Jade Martin	Otis Baudet	Coco Kora	Zac Waple-Longhurst
Eden Palelei	Lili Fourrier	Robin Chauvineau	Joy Palelei
Ally White	Dominic Vaiomanu		

### Inquiry for term 1 include:

Identity, Taonga/Treasures, Who am I? Mindfulness, Culture, History, Te Ao Māori, Connection to Ancestors

Curriculum Links: English, Social Sciences and Health and Physical Education

### Important notices:

**Sunhats in Term 1:** All children must have a sunhat - these are available for purchase for \$20. It is also encouraged that sunscreen is applied in the morning before your child comes to school. Alternatively, send your child with a named sunscreen bottle of their own.

**Before School/After School:** Thank you to all of those children arriving at school on time to start the day at 9.00am. Thank you to those parents and students who are leaving school at 3.00pm. All children should be picked up by 3.15. We will be asking children to wait at the office if they are still at the school at 3.15. Teachers and staff are not available to watch children after school as they have meetings and preparation commitments. Please ensure you pick up your child promptly as this is a safety issue. There is after school care available if you would like to book your child in for some days. Alternatively, ring the school on the rare occasion that you will be late. We appreciate your support in keeping our tamariki safe.

**Newsletter:** The newsletter will be available online, every fortnight on a Wednesday starting 13th February 2019. Updated information will appear on our facebook feed as well.

I look forward to meeting more of the community in the coming months. All the best for the weekend and the coming term ahead.

Ngā manaakitanga

Jacqui Tutavake  
Tumuaki/Principal

## TERM 1 DATES 2019

**Term 1 2019:** Tuesday 29<sup>th</sup> January to Friday 12<sup>th</sup> April

### Richmond Road School Hats Now Available

Our new school hats are on sale. There is a choice of a bucket style or cap. The cost is \$20.

Hats are compulsory for all children during playtime, lunchtime and all outdoor activities in terms 1 and 4. Please ensure your child has a labelled hat to wear at school each day. Alternatively you could buy one of our school hats from the office.

### Teaching Staff and Emails

At Richmond Road - Ritimana we value the use of email to as a way of arranging meeting times with parents, colleagues, organising school events such as sporting tournaments and to share information about class events and learning. We never want to forget the value of face to face communication.

Please take these factors into consideration when emailing teachers. If you do have concerns please only use email to briefly outline the concerns and to arrange an appointment time to discuss these with your child's teacher. As per standard business practice a response can be expected within 48 hours or two working days. Thank you.

### IMPORTANT DATES

Wednesday 6th February: **Waitangi Day (School Closed)**

Thursday 7th February: **TWW Whānau Hui 6:00pm**

Friday 8th February: **Whole School Assembly at 9.15**

Tuesday 12th February: **Family night/Whānau Pō 5:30 to 7:30pm - School Field**

Wednesday 13th February: **BOT hui 6:00pm**

Thursday 28th February: **Inner-city Cricket**

Friday 8th March: **Whole School Pt Erin Trip - more information to follow**

Tuesday 12th March: **Treasure Hunt of Learning - Whānau Open Morning 9:00am to 11:30am**

Thursday 28th March: **Inner-City Softball**

### BELL TIMES

Children can arrive from 8.30am onwards and school is from 9.00am to 3.00pm. Please make sure you have arranged collection of your child by 3.00pm.

Breaks: Morning tea is at 11.00-11.30am and lunch time is at 1.00-1.50pm.

## REMINDERS

### CONTACT DETAILS UPDATE

Please update your phone number, email address or home address as soon as it changes. It is most important that we have your latest contact details.

### OFFICE HOURS AND CONTACT

The school office is open from Monday to Friday, 8.30am to 3.30pm during school time. The school office is closed on public holidays and school holidays.

You can contact Paola for enrolment questions and general enquiries by phone at 09 376 1091 or by email at [office@richmondroad.school.nz](mailto:office@richmondroad.school.nz).

You can contact any teacher or Senior Leader by email using this format: [firstname@richmondroad.school.nz](mailto:firstname@richmondroad.school.nz)

For the Board of Trustees, please use the following email address: [rrobot@richmondroad.school.nz](mailto:rrobot@richmondroad.school.nz)

### LATENESS, ABSENCE AND APPOINTMENTS

If your child happens to be **late**, please sign in (or remind him/her to sign in) at the office first and then your child will be given a late pass for the teacher's attention. Otherwise you will get an absence notification.

If you **take your children out** before the end of the day, please come to the office first where you can sign your child out and be given a sign out pass for the teacher's attention.

If your child is **absent**, please let the office know **with a valid justification** either by email at [absences@richmondroad.school.nz](mailto:absences@richmondroad.school.nz), by phone or through the absence form on our website, even if you have told the teacher already. Otherwise you will get an absence notification.

For all absence without justification, we will send you an **absence notification** through text or email. Please make sure you provide us with your latest contact information and let us know if you have a preferred contact to use.

### ACTIVITY FEE AND CONSENT FORM FOR TRIPS

We encourage you to pay the Activity Fee of \$80.00 (per child per year) to ensure your child can participate easily in all EOTC (Education Outside The Classroom) activities without having to pay separately for a trip (this covers 3 - 4 trips a year related to enhancing curriculum). This activity fee doesn't cover camp, or sports teams.

To make trip organisation easier for teachers, administration and parents, we ask for your generic consent for local trips. This consent for your child will remain in force as long as he/she is enrolled at this school. Please get in touch with the office to check if you are up to date with your forms.

Thank you for your cooperation.

### STATIONERY

Your child's school stationery list requirements are uploaded online at

[myschool.co.nz/richmondroad](http://myschool.co.nz/richmondroad). Simply select your child's Year Group lists and follow the instructions on the website. You can also pick up a paper copy of the stationery list from the office.

### LUNCH ORDERS

You can order at the lunch table (by the main office) or through web/mobile. You can ask the office if you have any questions.

**At school:** You can order **every day Subway Ponsonby** by dropping your Subway envelope in the Order box **before 9am on the day**. Please just make sure that the envelope has: the child's name, the unit and teacher, the money (Subway gives back the change if need be) and the detail of the order.

**On YQ web or app:** This service is available **every day before 9.30am on the day**. You can access the website here [www.yq.co.nz](http://www.yq.co.nz) or download the mobile app. Order **Subway RRschool** or **East RR school** (Asian food)

**On Kindo/EZ Lunch:** This service is available **every day before 9.30am on the day** by text or online from the online shop

<https://shop.tgcl.co.nz/>. See their website <http://www.ezlunch.co.nz> for more information. Order **Subway** or **Pane and Vino** (pizza/pasta)