



Wellington East Girls' College

Newsletter No 2 - March 2011

This issue has been mailed to you and it is always posted on our website, www.wegc.school.nz. If you would like future issues emailed to you, please go to our website and register your details.



Principal's Message

Tena koutou katoa

This week begins in the context of a very different New Zealand. We have all been changed in some way by the tragic earthquake in Christchurch.

The scale of this disaster has, and will require depths of courage, resilience and compassion from all of us. I would like to acknowledge the losses suffered by members of our school and education community and to offer our heartfelt condolences at this uncertain time.

Last week we enrolled students from Christchurch into our school. We hope you and your families to our school community and hope that we can provide ongoing education and connection to the business of ordinary life.

I have offered to billet students for families in some of the more hard-hit areas in Christchurch where schools will be closed for longer periods of time. We may need to ask for homestays for students in these circumstances.

I have been very impressed by the compassion, creativity and preparedness to get involved in a range of fundraising initiatives by students, staff and parents in recent days. We will let you know as these ideas take shape.

We are mindful that it is timely to think about our own emergency procedures, particularly earthquake drills. We will

remind students about our procedures and run a practice drill. There will have been lessons learnt in the last weeks and we will review our planning with Civil Defence to take these into account.

Currently in the event of an earthquake:

- Students and staff will seek shelter in the room they are in or move away from buildings, banks and trees if they are outside.
- When safe to do so staff and students will move to the evacuation areas (top field, back courts, front courts).
- Students will remain at school until they can be collected by a family member or designated person.

We have water and food supplies stored in different locations at school.

Our emergency response plan defines the organisation for a co-ordinated response in a major disaster. The structure provides for co-ordination of communications, welfare, site safety, first aid, rescue and logistics.

It is important to review your family emergency plan and to share that with your daughter. We will be encouraging staff to do the same so that we are clear about who will be available to manage a situation at school. We are in discussion with Wellington Emergency Management Office (WEMO) to source planning materials for distribution to all families.

I send you warmest regards at this time.

Sally Haughton
Principal

Term 1 Dates

March	April
17 Parents Assoc Mtg AGM - 7pm CC	5 Whanau Meeting - 6pm
25 Mid Term Break - School Closed	7 Senior Report Evening - 3.40-5pm Hall
28 Staff Professional Learning Day - Teacher planned)	12 Board of Trustees Mtg - 6pm
	13 Junior Report Evening - 3.40-5pm - Hall
	15 Term 1 ends
May	
28-1st Summer Tournament Week	
29 Board of Trustees Mtg - 6pm CC	
29 Interim Reports posted	
	2 Term 2 starts

Mid Term Break

The break over the weekend 25th-28th March acknowledges the pressure on students over the long term.

The staff will be at school on 28th March working with Professor Angus McFadine from Canterbury University, continuing work started at the beginning of the year on the use of culturally inclusive practices.

There will be some student leadership and STAR courses held at school on that day.

Reminders for Parents

Personal Phone Calls

The school office receives numerous telephone calls for students of an unimportant nature. These messages cannot be relayed to students. We are only able to pass on messages of urgency.

Cellphones

While cellphones are a popular means of communication, we do insist that they must be turned off during class time. We can take no responsibility for them if they are lost.

If in use or turned on in class time, or at whole school functions, such as assembly, they will be confiscated, taken to the office, named and left in the office for a parent or caregiver to collect.

PPTA Industrial Action Update

We are continuing to operate the school within the context of the PPTA industrial action. We have had to make changes to the school calendar and to the times of events as explained. Teachers to meet their collective obligations. PPTA members, nationally, made the following decisions last week.

- Meetings with students are no longer part of the action.
- Members may attend camps, trips and activities which are with students.

Members are directed not to attend ANY meeting outside the hours of 8.30am to 5pm and on days when the school is open for instruction, even on a voluntary basis.

In general terms the meetings which are banned are:

- Professional development meetings
- Administration meetings
- Departmental meetings
- Parent interviews
- Parent meetings

Staff and Student Representatives: Kathryn Hutchinson (Staff Representative), Latu Clark (Student Representative), Sally Haughton (Principal and Chief Executive of the Board).

For more information please contact Douglas Ferry 934 7344; or Doug.Ferry@paradise.net.nz

Contacts at the College

Attendance Officer/School Office
Ph 385 8514 then dial 1. Please phone regarding student absence, lateness or illness. Available 8.30am to 4.30pm daily.

Guidance Counsellor
The Guidance Counsellor can be contacted regarding counselling opportunities and support for you and your daughter. The Guidance Counsellor can also be contacted for information on teenage issues and community links.

Principal/Deputy Principal/Assistant Principals
Please contact Principal / Deputy Principal / Assistant Principals for whole school matters or for issues of a serious nature.

- Ann Greenaway for students in Yr 9 and Yr 11
- Anna Wilson for students in Yr 10 and Yr 12
- Heather Akeed for students in Yr 8 and Yr 13

Email Contact
If any parent wishes to make email contact with a teacher at the college, the standard format for the email address is: christian name dot surname @wegc.school.nz (eg - mary.jones@wegc.school.nz)

Please refer to the enclosed Information Sheet for details of teachers' full names.

Absence and Medical Issues

Absence System

We have a tight, consistent system to ensure that your daughters' attendance records at school are accurate. To help us to maintain this system, please note the following:

- School begins at 8.45am with Period 1 class. All students must be at school on time except on Wednesday when school starts later at 9.30am.

- If you know your daughter is going to be late or absent, could you please phone the school and leave a message on our ATTENDANCE LINE (385 8514 extension 1). The lateness/absence is entered on the computer as explained.

- An Early Notification System is used to notify caregivers of absences from Period 1. Please respond to any texts or emails received on the same mobile phone or email address as the message was sent to. Alternatively you can call the Attendance Line (385 8514 extension 1) and leave a message. Please inform the school of any changes in contact details.

- Your daughter must sign in at the office if she is late.

- Students who do not sign in but arrive late, will be entered on the computer as "absent", and therefore parents may be rung. This can cause anxiety for the family. We do our best to ensure our systems help families receive early notice of any problems with attendance but we rely on families to support students to be on time at all times.

- There are consequences for persistent lateness, which include detention, letters home, interviews with senior staff and possible further action.

- If the school has not been informed of a student's absence, our Attendance Officer will attempt to make contact with parents on the day.

First Aid or Medical Appointments for Students

If students feel sick during the school day they should report to the qualified first aid person in the sick bay with a note from their teacher. They should not ring home themselves - the first aider will do this. Please ensure your daughter carries a supply of sanitary needs. We cater for emergencies only.

We wish to remind parents that the school only offers a first aid service. Any matters of medical concern need to be referred to the family doctor. If students are unwell please do NOT send them to school.

Because families are always phoned before the school allows a student to go home sick, it is absolutely vital that we have some way of contacting the family. Please notify the school office of changed addresses, telephone numbers, mobile numbers and an alternative emergency number.

Please try to make all appointments for students outside of school hours. If this cannot be avoided, a note or appointment card should be provided.

School and NCEA Fees

Statement of Account

Enclosed with this mailing is your statement for 2011. School contributions/donations, Parents' Association subscriptions and ICT charges are all **tax-deductible** items. Charges relating to subjects or activities are **not tax deductible**.

If you find it difficult to meet the school payment, please write to or ring our Guidance Counsellor or Principal's Secretary so that suitable arrangements can be put in place.

We accept payments by internet banking or automatic payments. Our account number for these transactions is: 06 0501 0908375 000 (National Bank Wellington).

Please ensure the student's name and what payments are for are included in the details.

Cash, cheque or EFTPOS payments are accepted at the school office.

We thank all parents who supported us in 2010 and seek your continued support in 2011.

Receipting of Fees for 2011
This year a letter will be issued outlining all fees and contributions/donations paid on receipt of final payment. This will be done to coincide with the tax year (1 April through to 31 March). Any additional receipts are available on request.

Fees For Qualifications

Fees for 2011 have increased slightly due to the increase in GST. The National Qualification Framework (NQF) fees, including NCEA, for 2011 have been set by NZQA as:

- Student entry fee \$ 76.70
- Foreign Fee Paying students \$383.30

- Scholarships (up to 3 subjects) inclusive in NCEA fee. More than 3 subjects will cost an extra \$76.70 per subject.
- Scholarship for FFP students \$102.20 per scholarship subject additional to NQF fee.

Financial Assistance
Students who are eligible for financial assistance will be expected when forms are available from the school office. It is anticipated that conditions will be similar to those in 2010.

Fee Payment
A statement for your daughter's exam fees will be mailed to you mid year. Payment can be made by instalments or by direct credit to the school, as well as a one off payment.

Entertainment Books - Quake Funds

We will be selling the 2012 Entertainment Book as part of our fundraising campaign for this year. It is \$60.00 and the sale of each book will raise \$12 for the Christchurch Earthquake Appeal. The books will be available from Tuesday 29th March from Lyn Broad, School Office - 385 8514 x820, or email lyn.broad@wegc.school.nz.

Internet Safety and Cyber Bullying Presentation for Parents

Unique and powerful presentation delivered from the perspective of a former undercover internet detective, Brett Lee. Become empowered with the knowledge to protect your family from the dangers that surround the internet and mobile phones.

Practical information covering:

- Chairrooms
- MSN Messenger
- LimeWire (free music)
- Legal Responsibilities
- Predator Methodologies
- Social Networking
- Protective and preventive safety measures
- Cyber Bullying—The real life implications for everybody

Date: Tuesday March 23
Time: 6.30pm - 8pm
Place: School Hall
WEGC



Duke of Edinburgh Co-ordinator Required

This has traditionally been the role of a teacher, however, as the numbers grow each year it is becoming harder and harder for staff to coordinate this fantastic award.

We are looking for someone or a group of people to coordinate the practical component of the award. The administration will be coordinated by the school.

The practical coordinator's role is to provide support to the students in completing the adventurous journey section of their award. This will involve training the students for their journeys and would also require you to lead the practice and final tramps for the bronze and silver levels.

If you have a sound understanding of bush craft and outdoor safety principles and have a moderate level of experience in multiday tramping trips this role would suit you.

If you are interested please email: shelley.shackleton@wegc.school.nz or sophie.watson@wegc.school.nz

Careers

We are always hopeful to hear from new employers who are interested in the work place learning initiative and who have opportunities in their work place for our students. For information, ring the Gateway Administrator, Anita van Driel, on (04) 801 0425 or mobile 0274 930035, or Gateway Coordinator, Anne Rixon on (04) 801 0429.

Scholarships 2010

There were 13 scholarships gained in the NCEA examinations last year. Of particular note were the two students who gained scholarships while in Year 12. They were Rowena Woodhams (in Statistics and Modelling) and Caitlin O'Shea (in Geography).

See the school website (right hand news column) for a full list of students gaining scholarships.

Speakers

The Wednesday careers elective will have guest speakers from various professions, training organisations and tertiary institutions. The weekly speaker will be advertised on the daily notices ahead of time.

Visits from New Zealand universities' liaison officers have been arranged and these will commence shortly with presentations over the course of Terms 1 and 2.

Careers Appointments

Individual careers appointments for all levels may be made by recording your name and form class and leaving this in the envelope on the careers office door.

The Gateway Programme

We are now into year six of this programme at our school. The programme currently has over 40 students, each on an individual learning plan.

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