

INFORMATION



MAHURANGI

CHALLENGING. EXCELLING. BELONGING



WELCOME TO MAHURANGI COLLEGE

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Mahurangi College has a strong emphasis on academic excellence balanced with a wide range of sporting and cultural activities. We want our students to thrive and to feel safe and connected. We combine social and emotional well-being with great academic outcomes and lots of different pathways for their futures.

We ask our students to dream big, take risks, to be curious, determined and resilient. We encourage excellence in all areas of school life and take pride in celebrating success - on the sports field, in the arts and in the unique and exciting ways our students think and express themselves.

The roll of approximately 1500 students enables Mahurangi College to combine the facilities and outlook of a city school with the advantages of a safe and secure rural environment. Students are protected from the distractions and troubles of city life and free to focus on their studies.

Our national examination results rank in the top group of New Zealand's state secondary schools. Graduates excel in their tertiary studies, in their chosen careers and trades and at national and international levels in their sporting and cultural pursuits.

ATTENDANCE

Under the Education Act, school attendance is compulsory until a child's 16th birthday, unless the student cannot attend because of sickness, danger of infection, sudden and serious illness of a parent or severe stress of weather.

If your child is absent for any reason please email absent@mahurangi.school.nz, or use the school website or skool loop app.

On the day of return, all absences should be explained by a note from the parent or caregiver to the whānau teacher.

SENIOR ABSENCE

Senior students should be aware of NZQA regulations regarding absences and course completion.

All senior absences should be explained by a note from the parent or caregiver to the whānau teacher or the parents should contact the school office if an absence exceeds three days.

AUTHENTICITY OF STUDENT WORK

Mahurangi College students are expected to submit their own work. Any work submitted, either formative or summative that is not their own (i.e. it is plagiarised or contains the use of AI) will not be accepted. We will contact the caregivers.



ABSENCE LINE

EMAIL

absent@mahurangi.school.nz

PHONE

09 425 8039 EXT 1

OR CONTACT US VIA THE SKOOL LOOP APP

BELL TIMES

08.40 am - Warning Bell
 08.45 am - Period 1
 09.50 am - Period 2
 10.50 am - INTERVAL
 11.15 am - Period 3
 12.15 pm - Period 4
 01.15 pm - LUNCH
 01.55 pm - Whānau
 02.15 pm - Period 5
 03.15 pm - School Ends

Why Attendance Matters

When your child misses school they miss important opportunities to ...



Days missed = years lost

A day here and there doesn't seem like much, but ...

When your child misses just... they miss weeks per year and years over their school life

1 day per fortnight = 4 weeks = Over 1 year missed
 90% attendance

1 day per week = 8 weeks = Over 2.5 years missed
 80% attendance

Minutes missed = days lost per year

A couple of minutes here and there doesn't seem like much, but ...

When your child misses just... they miss days per year

5 mins per day = 3 days

30 mins per day = 18 days



Patterns of lateness can have a serious impact on your child's education.

BUSES

School buses are for students to get to and from school.

A high standard of conduct is expected while travelling to and from school and opportunities often occur where college pupils are expected to show courtesy and consideration to others.

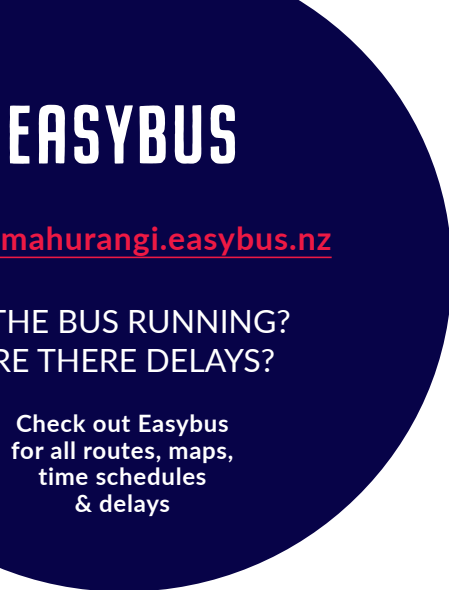
Students living more than 3.2 kilometres from the College are entitled to free bus transport.

Ineligible students who live within 3.2 kilometres may use the school bus service only if there is room.

A member of staff is in charge of the organisation of school buses but any major decision is the responsibility of the Ministry of Education and the local Transport Network which in turn may delegate authority to the College Principal.

If students need to catch a different bus please email j.corteen@mahurangi.school.nz before period 1 where a bus pass will be issued after interval at student services.

If you need to know the time a bus leaves a stop in the morning or to check buses are running on time, please visit www.mahurangi.easybus.nz.



EASYBUS

www.mahurangi.easybus.nz

IS THE BUS RUNNING?
ARE THERE DELAYS?

Check out Easybus
for all routes, maps,
time schedules
& delays

BUS RULES

Drivers from Go Bus and Leabourns appreciate common courtesy. Greeting them with "Good morning" or "Thanks" is a nice way to start or end the day.

- No one is allowed to arrive by bus and then leave the grounds to go to Farmhouse Bakery & Cafe/Kwik Mart/McDonalds or any other store.
- Students should always walk to their bus and get on and off the buses in a safe, orderly fashion.
- Students who leave school grounds after school are no longer considered bus students on that day and will NOT be allowed on the bus.

The following can incur a warning and then a suspension from the buses for the second offence:

- Students walking about while the bus is in motion
- Anything placed/thrown out of a window
- Food or drink consumed on the bus
- Foul language on the bus
- Bullying in any form - verbal, physical, emotional. Serious offences may result in immediate suspension

The following can incur immediate suspension from the bus, by Go Bus (OSH reasons):

- Foul language/abuse to the driver
- Vaping or smoking
- Aerosol use
- Lighter use (matches, ignition devices)
- Moving across the road in front of a bus
- Damage/graffiti to the bus. Students will be charged for any damages they incur and can be refused travel by the bus companies until payment is made.

Students are instructed to remain for at least 20 seconds after the bus has departed before they cross a road in safety.

Students should be in the correct school uniform to travel by bus, except under special circumstances, such as a school trip or mufti day. During exam leave, senior students must wear the correct school uniform to catch a ride.

New bus students must bring the signed return slip back to school at the beginning of the school year, or as soon as possible after enrolment.

Students who incur a suspension may be required to sign a contract before they will be permitted to resume travel.

'Transport by bus is a privilege and not a right.'



BYOD / DEVICES

We have a 'Bring Your Own Device' programme that is used to further enhance learning.

- A laptop with an attached keyboard and operating system (the operating system can be either Windows, Mac or Chrome)
- Memory of 4 GB or more
- Hard drive with a minimum of 120GB - SSD hard drive technology is preferred as much faster. Older laptops can significantly benefit from an SSD upgrade
- Have Google Chrome browser installed
- Sufficient battery life to last at least 6 hours on a single charge
- Be compact and portable for daily carrying

Note: Mobile devices such as phones are NOT regarded as suitable devices and are not permitted to be used during school time.

Students are urged to invest in some form of backup system to protect their work - e.g. the cloud or a portable hard drive.

BYOD LEASE SCHEME

We operate a lease programme of iPads. The lease programme is a limited resource available to families with genuine hardship.

Contact: exec@mahurangi.school.nz

BYOD / DEVICES

www.mahurangi.school.nz/e-learning

For full details
download the brochure
or pick up a copy from
Student Services



Students can order food to pick up for interval or lunchtime. Payment must be made when ordering

CANTEEN PRICELIST

2024

MORNING TEA ONLY

✓ Hash Brown		\$1.00
Mahu Muffin	with bacon, egg, hashbrown & aioli	\$5.00

HOT FOOD DAILY

✓ Garlic Bread		\$3.00
Hot Dog	with tomato sauce	\$3.50
Sausage Roll		\$4.00
Steamed Pork Bun		\$5.00
Dad's Pies	Butter Chicken • Mince & Cheese • Steak & Cheese • Peppered Steak	\$5.00

LUNCH TIME ONLY

Pizza	homemade with salami & cheese	\$3.50
Chicken Burger	with slaw & aioli	\$7.00
Beef Burger	with cheese, tomato sauce & aioli	\$7.00
✓ Veggie Burger	(Angel Bay) with cheese and slaw	\$7.00
✓GF Nachos (Tues-Fri only)	with homemade 4 bean salsa mix & sour cream (v, gf)	\$7.00

IN THE FRIDGE

Filled Ciabatta Rolls	Chicken with lettuce, cheese, carrot & mayo	\$5.00
✓ Pasta Salad	with sundried tomato, pesto and feta in a tomato sauce	\$7.00

SNACK FOOD

Small Chocolate		50c
Small Cookies x4		\$1.00
Waffles		\$1.50
Cookie Time Cookie		\$2.50
Potato Chips	BBQ	\$2.50
Slice	Caramel	\$4.00
GF Slice	Caramel Brownie - gluten free	\$4.00
Muffin	Caramel • Chocolate • Blueberry • Banana Choc Chip	\$5.50

DRINKS

Water		\$2.50
Energiser	Vanilla • Chocolate	\$4.00
Juice	Tropical • Blackcurrant & Apple	\$3.00
Iced Tea • Mizone		\$4.50

FROZEN

Ice Blocks	Icy Twists • Paddle Pop Rainbow	\$2.50
Cookie Crumble • Cornetto Vanilla or Chocolate • Calippo • Cyclone		\$3.50
Moosies		\$2.50

Vegetarian and Gluten Free options are marked with 'V' or 'GF'. Week day SPECIALS will be offered. Students please order hot food at interval to pick up at lunch - payment must be made with order. **No Paywave!**

Prices subject to change without notice

CELLPHONE POLICY 'AWAY FOR THE DAY'

YEAR 7 TO 13 PHONE RULES

All student phones must be switched off and kept in bags (not in pockets) for the **entire day**.

PHONE RULES FOR ALL STUDENTS

These rules apply to **all areas** of the school, including the Year 13 study room, library, auditorium, fitness suite, bathrooms and grounds.

As soon as you get off the bus, or arrive on site, your phone must be switched off and left in your bag. Phones cannot be used on the school grounds in the morning once you arrive.

Phones cannot be used between classes, or at break times such as

interval or lunchtime. They must remain in your bag. No other devices (such as laptops, tablets or smart watches) may be used at break times.

Once you have been dismissed from class at the end of the day, you may turn your phone on and check messages.

The filming of fights is explicitly forbidden. Serious consequences will be issued to any student who films a fight.

CONSEQUENCES

Students caught using a cell phone will have it confiscated by the teacher. Students then need to meet with Mr Tennant after school to discuss the return of the cell phone.



PHONE USE

All phones must be **'away for the day'**.

We want students to focus on in-person relationships, avoid distractions of social media and reclaim the habits of attention in class.

OUR CODE OF CONDUCT

INFORMATION FOR OUR STUDENTS

UNIFORM

The school uniform is a symbol of the school to which students belong and of which they can be proud. The school expects students to maintain a high standard of uniform and grooming from the moment they leave their homes until they return home after school. It follows that the school uniform should be worn complete and in a way that reflects credit on both the wearer and the school. Uniform standards are vigorously monitored and students have a responsibility to conform to those standards.

BEHAVIOUR

Students at Mahurangi College must abide by two basic codes of behaviour - the School Code and the Classroom Code.

SCHOOL CODE

- Be neatly dressed with the correct uniform and footwear
- Stay in the school grounds at interval and lunchtime unless you have permission to leave
- Do not steal, damage or interfere with other's property
- Show respect to others
- Do not hurt people physically or verbally, or use offensive language
- Do not possess or use gum, tobacco, vape or vape products, alcohol or harmful drugs or substances at school, or on school trips, or when identified as a member of Mahurangi College
- Take responsibility for the environment by placing all litter in the bins provided
- Obey all of the Classroom Code

CLASSROOM CODE

- Attend all classes
- Arrive on time
- Be fully prepared for each class
- Obey the instructions of the teacher
- Do not interrupt the learning of others
- Do not eat, drink or chew in class
- Respect the classroom environment
- Follow the School Code
- No cell phone use on school grounds

UNIFORM INFO

See page 30 for our full uniform policy

CLUBS

We extend and challenge our students who are eager for more learning. Through clubs, students are extended and challenged beyond the classroom. They can try something new, seek even more knowledge, apply their learning in new contexts, hone their abilities and solve problems by thinking "outside the box."

We run a range of clubs each year, depending on the staff and expertise we have available. Here is a sample of what is available. Talk to your whānau teacher to find out more.

CHESS - Contact - g.mcnaughten@mahurangi.school.nz

Students can participate in friendly matches of the timeless strategy board games during lunchtimes. Email Mr McNaughten for further details.

DANCE - Contact - e.woodfield@mahurangi.school.nz

Eclipse Dance Performance Groups are for ANYONE who wants to dance. There are three groups you can join to learn a dance to perform at the Dance Showcase in Term 3. These are open to all year levels, abilities and experience. Sign-ups are in Term 1. Each group practices one lunchtime per week.

DRAMA - Contact - j.dutton@mahurangi.school.nz

Drama Club is a place where our students can enjoy learning more about drama through games, improvisation, and work on short scripts.

We meet at least once a week (usually Thursday lunchtime) under the guidance of experienced drama teachers. Students also have the opportunity to compete in interschool competitions throughout the year.



JUNIOR ART CLUB - g.beaumont@mahurangi.school.nz

Art club is open to all Year 7 and 8 students who would like to learn or improve their art skills and techniques. We meet every Wednesday afternoon from 3:30 pm to 4:30 pm and some lunchtimes. We offer a range of options, such as pottery, sketching, blending and watercolour techniques, to name a few. We have also had local artists run workshops with us. Students are encouraged to enter the ChArt competition and will have an opportunity to go and visit the exhibition. At the end of the year, we hold an exhibition for parents to come and view their child's Artwork. We would like to inspire and encourage students who enjoy art to find their own personal style by experimenting with new techniques and to develop their confidence as young artists.

SPORT @ LUNCH -

Contact - sport@mahurangi.school.nz

Year 7-13 students have the opportunity to join in a variety of social sports in the Gymnasiums during lunchtime; these activity days vary.

Our Senior Sports Prefects and Sports Council organise a variety of different activities. Alongside these, we have our 'Sport All Year' gear shed. This is open on Tuesdays, Wednesdays and Thursdays lunchtimes for students to hire sports equipment. Check the "Daily Notices" for the activities on offer.

TRAPPING - Contact - c.hutton@mahurangi.school.nz

In 2018 Mahurangi College began a pest monitoring and trapping program working alongside Auckland Council, in the bush surrounding our school and river. New students are welcome to join.

VEX IQ ROBOTICS -

Contact - g.healy@mahurangi.school.nz

For Years 7-9. Every Tuesday 3.30-5 pm. Vex IQ is a nationwide robotics competition that our students can be involved in each year.

They compete in local (North Shore) scrimmages and then are able to attend the national competition later in the year.



COMMUNICATION - NEWSLETTERS, NEWS & NOTICES

DAILY NOTICES - Via the website student login
If you are wanting to keep up to date with our daily student notices, visit our parent/student portal using your student login

NEWSLETTERS - Via Mahurangi Matters and Skool Loop.

We publish two community newsletters each term in Mahurangi Matters and online through our website.

NW@MAHU - Via your inbox & Skool Loop app
As a parent or caregiver each week you will automatically receive a weekly NW@M (Next Week at Mahu) update emailed directly to your inbox and updated in notices on Skool Loop.

SOCIAL MEDIA - Facebook & Instagram

We highly recommend that you follow us on Facebook where news, events and photos are posted daily. You can also join our Facebook Group for community notices. You can also find us on Instagram. Look us up on social media or under 'contacts' in the Mahu Skool Loop app.

SCHOOL APP - Skool Loop

Our two main platforms for keeping communication strong between the school and our families are email and SKOOL LOOP. It is our intention to use SKOOL LOOP more consistently moving forward, we hope you will all sign up.

If you haven't already downloaded this app, you can do so here:

iPhone look for 'skool loop' in the app store.

Android look for 'skool loop' in the Google store.

Once you have downloaded you can select our school (Mahurangi College, and then when on our page go to settings and select "subscribe to groups" and select categories relevant to your child or children.

This is an easy and fast way to report absences, check the calendar, read the latest newsletter and more.

The login link will send you straight to our school portal.

When you open notices there is an option to translate to some languages.

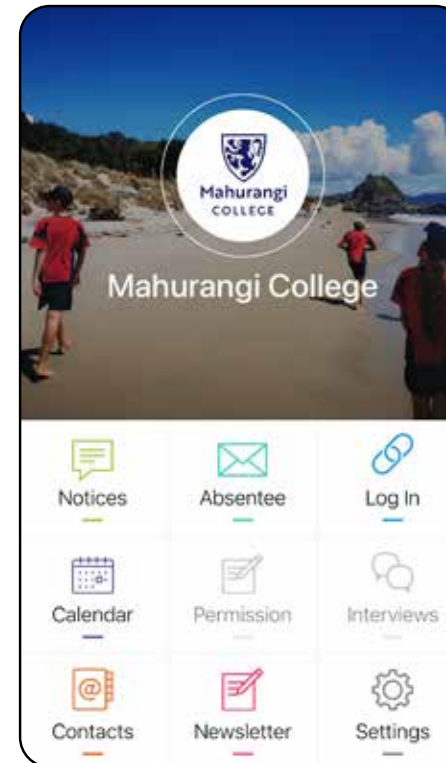


DOWNLOAD AND SET UP SKOOL LOOP

Downloading the Skool Loop app - a step by step guide

Once you have downloaded the Skool Loop App, via either your Google Play or App store, please follow the below instructions to select your school -

- Open the Skool Loop App - you will land on a welcome page.
- Click the 'Select your schools' this will bring you to a menu you can either search your school or follow the country/region prompts.
- Once you reach your school, select it with the tick on the righthand side.
- Tap the 'select schools' button in the top right corner.
- Tap the big orange choose button. This will load your school and bring you to the settings page.
- Subscribe to the groups that are relevant to you, then click the 'go back' button on your phone, which will bring you to the main screen of your schools app.



HOW TO SUBSCRIBE TO NOTICE GROUPS



TO JOIN YOUR SKOOL LOOP APP NOTICE GROUPS, SIMPLY FOLLOW THE STEPS BELOW:

- Go to the 'Settings' tile in the bottom right hand corner of the Home Screen
- Go to 'Subscribe to groups'
- Tap to select the group/s you would like to receive notifications from
- You're good to go - you will now receive all notices sent to the groups you have subscribed to

NEED MORE INFO?

Call Skool Loop Aus on 1800 203 493
Call Skool Loop NZ on 0800 238 379



CULTURE & ARTS

ART - n.norrington@mahurangi.school.nz

Students at Mahurangi College have many opportunities to express themselves in the arts through photography, design, painting and digital media. There are various competitions and exhibitions throughout the year for students to showcase their creative abilities.

BANDS - a.logue@mahurangi.school.nz

Junior Concert Band

Our Concert Band is for younger/less experienced students and also caters for local primary aged students who have been learning a band instrument and are at an appropriate level. Primary students are invited to join when put forward by their music teacher. We have one rehearsal per week before school and have performance opportunities throughout the year.

Jazz Band

Our Jazz Combo Band is for our most advanced students at Mahu. Students are auditioned and the membership of the band is the smallest and most structured of all our bands. Our Combo attends festivals and local venues.

Saxophone Ensemble

Our Sax Ensemble is open to advanced saxophone players. Tuition for the group is provided through the itinerant saxophone tutor.

Rock Bands

There are opportunities for juniors and seniors to create rock bands at Mahu. Juniors (Year 7 & 8s) will work towards performing at the Bandquest event and seniors (Y9-13) can write and perform their original songs at the Smokefree Rockquest event: as a band or in the solo/duo category or at Tangata Beats.

Orchestra

Orchestra provides an opportunity for our string, woodwind, brass and percussion musicians to participate in an ensemble. There will be various opportunities for the orchestra to perform at community and school events throughout the year.

Irish Band

A fun band with an Irish feel! This group has violins, cellos, flutes, recorders, drums, percussion, tin whistles, acoustic guitars, bass guitars, and keyboardists.

CHOIR - j.eirena@mahurangi.school.nz

Mahurangi College has an enthusiastic singing group. It is an all-age, all-comers choir - a great place to enjoy singing, make friends and share your talents with the community. They love to perform in various places in the community.

DANCE - e.woodfield@mahurangi.school.nz

Eclipse Dance Performance Groups

Eclipse Performance Groups are for ANYONE who wants to dance. There are three groups you can join to learn a dance to perform at the Dance Showcase in Term 3. These are open to all year levels, abilities and experience. Sign ups are in Term 1. Each group practices one lunchtime per week.



Impulse Dance Group

If you have a bit more experience in dance then Impulse Dance Group may be for you! This group has one lunchtime and one after-school practice each week and works hard on technical and performance skills in various dance styles. The group performs in assemblies, the dance showcase and dance competitions where possible. Auditions for Impulse are held at the start of each year.

Momentum Dance Company

This group is for dancers with a high level of technique and experience. They train twice a week to prepare for a range of performances and competitions throughout the year, challenging technical skills and choreographic abilities. Auditions for Momentum Dance Company are usually held at the end of each year. Dancers in this group are expected to maintain a high level of technique and be willing to work independently to create solo/duo/trio works.

KAPA HAKA - m.winiana@mahurangi.school.nz

Te Whānau o Mahurangi Kapa Haka group is a group of students who embrace things Māori and learn how to perform as a group.

Our group learn Haka, Poi, Rākau Mahi, Hymns, Songs/Waiata, Taiaha and Patu mahi. We learn to karanga and the pōwhiri process for when the occasion arises.

Our group is whānau based with everyone supporting each other. We visit the retirement villages as well as kindies. During ANZAC Day and Vets Day, we perform at the Warkworth RSA. We attend three festivals and perform at two; The Te Taitokerau and Kaipara.

We learn to be whānau and community-based and are encouraged to be proud of who they are. There are no restrictions to ethnicity. Students from Iceland, Spain, Germany and France have regularly been part of the group. You need to be willing to be in front of an audience, sing loud and proud and be willing to share.

PACIFIC

Our Pacific group is all about celebrating Pacific culture, values, dance, and performance and fostering leadership. Our Pacific cultural group learn traditional songs, dances and percussion routines that they perform at various celebrations throughout the year. To be involved in our group you have to be keen to perform in front of an audience. Our senior Pacific team will send out notices for you to come and join the fun.

SCHOOL SHOW EXPERIENCE - j.dutton@mahurangi.school.nz

Mahurangi College takes pride in the quality of its senior and junior shows. We have a production each year, with junior and senior productions alternating every year. Some shows from the past include Bugsy Malone, Joseph's Amazing Technicolour Dreamcoat, Beauty and the Beast, My Fair Lady, The Sound of Music, The Wizard of Oz and Freaky Friday.



WELL-BEING @ MAHU

At Mahu, well-being encompasses all aspects of our shared school life. Whānāungātanga – belonging and connection are the values that bring us together building a school culture where we thrive and flourish together. We encourage everyone to participate in all areas of school life.

WHĀNAU SYSTEM

Whānau and House systems build a supportive environment. There are six houses; the 26 to 28 students making up the whānau, support and care for each other similar to an extended family. The whānau has students from years 7 – 13 and meets each day for 20 minutes following lunch. This is a special place for our student body where they can build ongoing relationships based on care and respect for each other.

SERVICE

We believe in service to our environment and to each other. Care for others and embracing our roles as guardians of our land build character, build connections and contributes to a stronger sense of self and place in the world. We offer many opportunities to be involved.

PASTORAL SYSTEM

Our pastoral system is led by the Head of Year team. Our Heads of Years support their year group by working with students, teachers and whānau in the areas of academics, attendance and behaviour. Our 'HOYs' are always working to support our students in succeeding here at Mahu.

OUR COUNSELLING TEAM

We offer comprehensive support to students. This includes individual, group and whānau work. We recommend and /or refer to off-site providers where appropriate. We work towards building connections, resilience and agency.

You can contact our team through the school website. A caregiver or student can book online via our website or come directly to the health centre.

GET INVOLVED

This builds connections and belonging. Help others get involved. Supporting each other feeds into our outstanding school culture

SERVICE

Peer mentoring
House events
Performing for local aged care
Trapping
Planting

UNWELL?

If your child is showing any signs of illness - particularly coughs and colds please keep them home.

ON-SITE MEDICAL OFFICER

Our on-site registered nurse, Donnah Penniall, is available Monday-Friday during school hours to assess students. If further medical advice or emergency services are needed the appropriate action is then taken. Donnah will contact a parent/caregiver if a student is too unwell to be at school. All students must be seen by Donnah before leaving school for medical reasons. In addition, we have public health nurses and physiotherapists visit on-site.

You can contact our on-site Health Centre team directly on 09 425 8039 ext 710 or email us at d.penniall@mahurangi.school.nz

ON-SITE PHYSIOTHERAPY AND HAND THERAPY

Mahu Physio offers physiotherapy five days a week between 8.50 am – 2.30 pm.

STUDENT MEDICATION

Any regular approved medication must be administered by the Health Centre. The medication must be brought to the Centre by a caregiver and the Request to Administer Medicine at School form completed (available from our website).

DENTAL SERVICES

We are serviced by the following two providers:

- Junior School – ARDS (Auckland Regional Dental Services)
- Years 9 – 13 – by Dental Planet

We send out notifications when these providers are on-site.



BE AN UPSTANDER

Not a bystander
Right action
Right speech



ANY CONCERNS?

ALL YEAR LEVELS - Can contact their Whānau teacher or Head of Year:

YEARS 7 & 8

juniorpastoral@mahurangi.school.nz

YEAR 9

hoy9@mahurangi.school.nz

YEAR 10

hoy10@mahurangi.school.nz

YEAR 11

hoy11@mahurangi.school.nz

YEAR 12

hoy12@mahurangi.school.nz

YEAR 13

hoy13@mahurangi.school.nz

If you have a concern, please feel free to contact us at any time at admin@mahurangi.school.nz or contact the following:

CLASSROOM ISSUES OR ACADEMIC CONCERNS?

If you have any concerns about a classroom or academic matter, the first person to contact is the classroom teacher, (email eg. j.bloggs@mahurangi.school.nz)

BEHAVIOURAL AND PASTORAL CONCERNS?

If you have a behavioural or pastoral concern our counsellor is here to help. Contact our school office to get connected.

CONCERN UNRESOLVED?

If your concern is unresolved, the next best contact is your child's whānau teacher - email (eg. j.bloggs@mahurangi.school.nz), or our school office can provide you with contact details.

NEXT STEP?

Contact the Head of Year or House Leaders. Connections can be made via our school office.

STILL UNRESOLVED?

If the matter is still a concern for your family, please contact our senior management team.

If your concern remains unresolved after this step, your concern becomes a complaint. Formal complaints will be handled by our Principal and if necessary our Board of Trustees.

Our Board's 'Complaints and Procedures Policy' is available via our school office.

CONTACT

If you have concerns or wish to discuss any aspect of well-being, please contact:

Catherine Hutton,
Head of Well-being:
c.hutton@mahurangi.school.nz

CLASS OR ACADEMIC CONCERNS?

Contact the classroom teacher

PASTORAL CONCERNS?

Contact our Head of Well-being
c.hutton@mahurangi.school.nz

ANTI BULLYING

www.mahurangi.school.nz/bullying

If you have concerns about bullying, please do not hesitate to contact our guidance counsellors via the school office

HOMEWORK POLICY

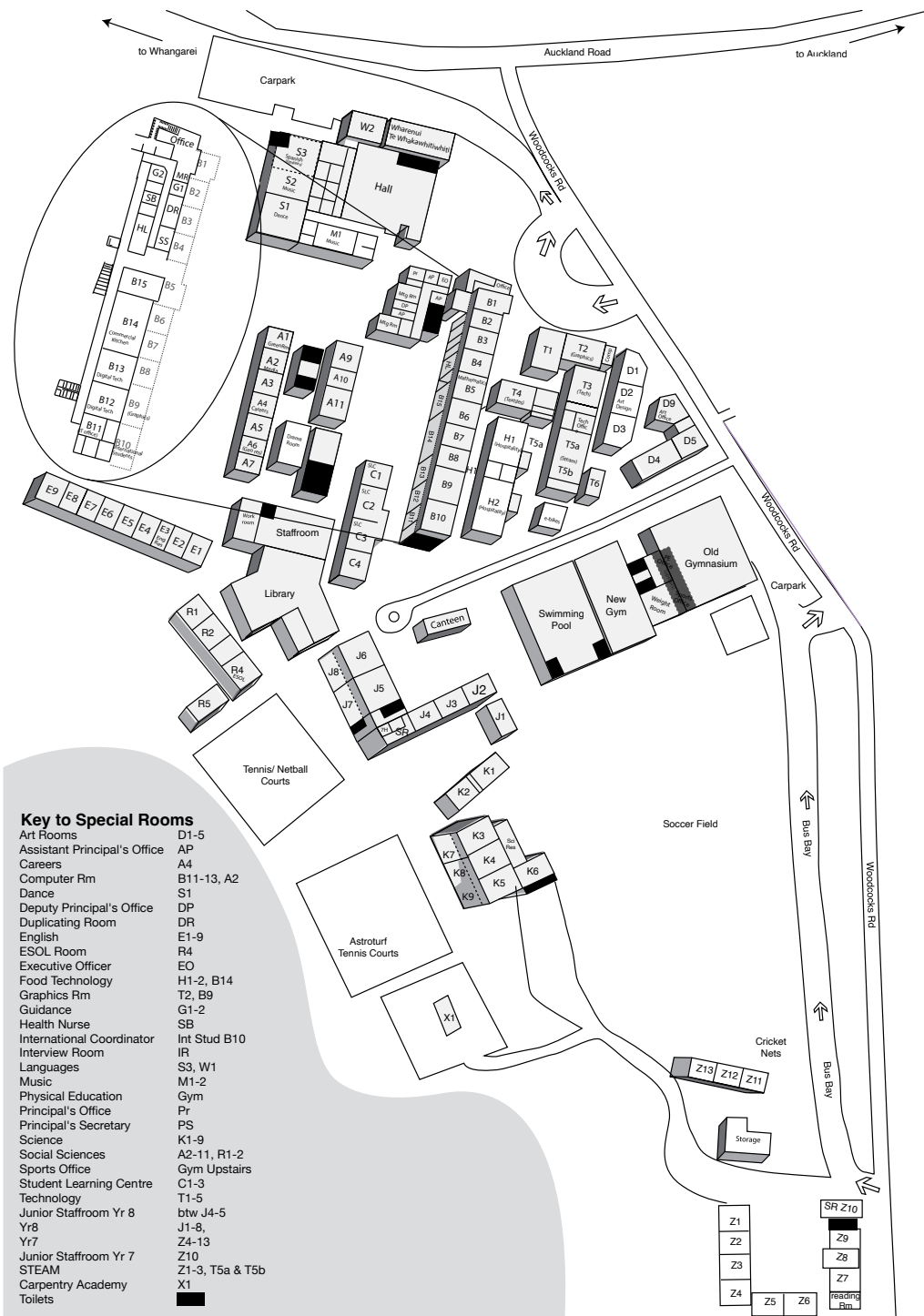
- Homework should be - purposeful, meaningful and reasonable in amount
- Where appropriate, 'flipped learning' or in other words, the 'learner-centred' approach should be encouraged whereby students watch a pre-teach video, read appropriate text, complete research and so on.
- Homework set should be a pre-teach activity, revision, reinforcement or to finish off any incomplete classwork
- It is the expectation that homework set will be checked and commented on in a timely fashion

LIBRARY

Our large library caters for up to three classes of students at the same time. This space offers flexibility to students as a quiet place to study, a breakout room for group projects, a place to dive into a good book, or somewhere to quietly relax at morning tea and lunchtimes.

Students can log into a well-organised system that will help them with their research and reading for enjoyment.





MOTOR VEHICLES

- Students parking on Campbell Drive must adhere to the parking regulations.
- Students may not leave school grounds to move vehicles in limited time zones.
- Students may NOT park on school grounds. Carparks on school grounds are reserved for staff and visitors ONLY.
- Students must drive at all times, within the law. Any reports to the school where this has not happened will be reported directly to the Police. Where the student has been identified as a student at the college, the college will also take disciplinary action deemed appropriate.

MUSIC LESSONS

Music@mahu offers lessons in piano, guitar, bass guitar, drums, cello, flute and voice taught by private teachers who bill you directly. A \$25 admin fee needs to be paid directly to the office as soon as your student is placed with a teacher and you may be required to purchase a tutor book.



The pricing for the private lessons varies between teachers. Some instrument teachers will take students in groups or pairs reducing the cost to you. Through the itinerant music scheme, we offer lessons on violin, brass, clarinet and saxophone, which are free except for the \$25 administration fee which is paid to the college office.

Students will need their own instrument for practising and where possible for lessons. Piano and drum students use the school instruments for lessons. Students will need to purchase tutor books where required. Students can store their instruments in the storage room in music@mahu during the day of their lesson.

Instruments can be hired through KBB Music, ABI or Music Works.

Learning an instrument through school is very user-friendly. Students come out of class for ½ hour once a week, missing ½ a different lesson each week. Students are responsible for catching up on classwork that is missed.

Places in instrument lessons are limited. First come, first served. Sign-up forms can be downloaded from our website.

PROCESS

1. Download and return the signed instrument form to Mrs Logue.
2. The form will be processed and sent to the appropriate teacher.
3. The teacher will contact you and answer questions, at this point you decide whether to go ahead or not.
4. You pay the admin fee to Student Services once you have a lesson time confirmed.

If you have any questions regarding instrument lessons please contact Mrs Logue at a.logue@mahurangi.school.nz.



CHOIR & HARMONY GROUP

Junior Choir is an all-comers group open to Year 7/8. Harmony Group is an auditioned choir open to all levels, audition times will be advertised through the school notice system. If you have any queries about bands or junior choir, please contact Jennifer Eirena at j.eirena@mahurangi.school.nz.

OUT OF BOUNDS

All students are to remain in areas where they can be seen by staff. No student is allowed out of the school grounds without permission. The following areas are out of bounds:

- Down by the river below E block or R block or behind the tennis courts fence
- Down the sloped area of the rugby field
- Outside the fenced-off area around the rugby field
- In and around the staff car parks
- The bank at the end of the science block
- On Woodcocks Road boundary including the car park behind the gym
- In specialist classrooms without a teacher present



PASSES

LATE TO SCHOOL PASS

Go to the Tūi Room to sign in and get a late pass

LEAVING SCHOOL EARLY/SIGNING OUT PASS

To obtain a leave pass please have your child bring a note with time and reason clearly indicated to Students Services at the beginning of the day. Your child then needs to collect the pass at interval. We also accept leave pass requests by phone or email, via the school app (Skool Loop) or via the school website.

As a general principle, all appointments should be made for after school. If your child has an appointment during the day, they must be signed out through the student services office by a caregiver.

UNIFORM PASS

To obtain a uniform pass, take a note to the Tūi Room from your caregiver explaining why you are out of uniform.

YEAR 13 PASS

Year 13 sign out in A4.



PAYMENTS & ACCOUNTS

DIRECT CREDIT PAYMENTS

In the REFERENCE line please state your STUDENT NAME OR ID NUMBER

In the PARTICULARS line please state specifically what the payment is for (alternatively funds will be allocated in order of importance/charge date).

AUTOMATIC PAYMENTS

In the REFERENCE line please state your STUDENT NAME OR ID NUMBER

Funds will be allocated in order of importance charge date

CASH / EFTPOS

Payment via cash and EFTPOS can be made at the Student Services Office.

WHAT DO I NEED TO KNOW ABOUT AUTOMATIC PAYMENTS?

Many parents and caregivers choose to pay by automatic payments to spread the load of school costs. You will receive your first statement by the middle of Term 1 and, if you choose to pay by automatic payment, you can then work out the weekly, fortnightly or monthly payment amount required. For extracurricular activity, our "No pay, No play/go" policy applies.

SPORTS/VOLUNTARY TRIPS

Sports and voluntary trips may be paid by AP, however, full payment is expected prior to the event.

PAYMENTS

MAHURANGI COLLEGE

Bank: ASB Warkworth
Account: 12 3095 0259130 00

REFERENCE: student name or ID
PARTICULARS: what payment is for

If no particulars - funds will be allocated in order of importance/charge date

GENERAL PURPOSES DONATION

FIRST CHILD \$150
SECOND CHILD \$100
THIRD CHILD \$50
FOURTH CHILD FREE

HARDSHIP

In the event of financial hardship, sports and voluntary trips may be paid by AP but ONLY by prior arrangement with our Executive Officer Mrs Carla Strachan.
Tel: 09 4258039 ext 707

WHY SHOULD I PAY THE GENERAL-PURPOSE DONATION?

GPD's are a valuable source of income that enables us to improve the breadth of education offered at Mahurangi College.

We use GPD to fund resources not directly funded by the Ministry of Education, e.g. library books, and sporting and cultural equipment. The GPD is classed as a voluntary donation and is tax deductible. As a school, we have very limited discretionary income so we encourage you to pay the GPD if at all possible.

We do appreciate your support in this.



SCHOOL MAGAZINE

THE YEARBOOK

The Yearbook is our annual publication that brings together all the greatness of the year into one place, including trips, events, camps, senior prize giving, Blues awards and other accomplishments, sports, music, school production, class photos and so much more.

We aim to include as many happenings and people as we can cram into 116 pages.

We have a pre-order system and short print run, so first in, first served. In February of the following year, the yearbook is posted online on our school website in the 'Alumni' section.



STATIONERY

Stationery lists for each year can be found on our website.

STAFF

We have a great staff team at Mahurangi College. Both students and parents can contact the student services office with questions. We encourage parents to communicate with us if they have any questions or concerns.

If you wish to email a staff member the format for all staff emails is j.blogs@mahurangi.school.nz.

SENIOR MANAGEMENT

Principal - Tony Giles
 Deputy Principal - Caroline Armstrong
 Deputy Principal - Jon Blyth
 Deputy Principal - Liana Schischka
 Deputy Principal - Keith Tennant
 Assistant Principal - Simon Shield

HEAD OF FACULTY

Art - Nyree Norrington
 PE and Health - Anthony Koers
 English - Jasmine Cross/Ellyse Watts
 Well-being - Catherine Hutton
 Learning Support - Gaynor Tahitahi
 Mathematics - Abi Mantaj
 Science - Michael Sweeney
 Social Science - Marsha Stimson
 Technology - Michael Stewart
 Junior School - Adele Holm



SENIOR MANAGEMENT ACADEMIC/PASTORAL HEAD OF YEARS

Year 7 & 8 - HOY - Bronwyn Hards - juniorpastoral@mahurangi.school.nz
 Year 9 - HOY - Marinette Shield - hoy9@mahurangi.school.nz
 Year 10 - HOY - Jamie McLagan - hoy10@mahurangi.school.nz
 Year 11 - HOY - Craig Morris - hoy11@mahurangi.school.nz
 Year 12 - HOY - Mark Neville - hoy12@mahurangi.school.nz
 Year 13 - HOY - Jo Jessop - hoy13@mahurangi.school.nz

HOUSE LEADERS

Blue House - Lazola Matshobongwana
 Green House - Emily Woodfield
 Orange House - Carl Brewer
 Purple House - Larissa Long
 Red House - Mathieu Pulsford
 Yellow House - Jacob Paul



STUDENT LOGINS

Upon enrolment students are issued with a student ID number, a username, a password and an email address.

The username and password are used to log into desktop computers, school devices, Google suite and into our website portal.

WEBSITE PORTAL LOGIN

The portal gives you access to:

- Timetables
- Notices
- Enrolment
- Attendance
- Calendars
- Financial, Groups and Pastoral details
- Results and Awards
- Career Pathways

STUDENT LEADERSHIP

We aim to provide leadership opportunities in many different ways - learning and project leaders in class situations, on the sports field and in the arts disciplines. Each year we also have a selected group of Year 13's that form our prefect team.

PREFECTS

Many of the wonderful events and fun times that help students feel like they belong come down to the high quality, fun events, fundraisers, and community links that our prefects lead. These events, prefect duties and leadership development training provide our prefects with an understanding of what leadership looks and feels like.

MIDDLE AND JUNIOR COUNCILS

Our year 7 to 10 students are given the opportunity to lead, debate, campaign and carry out projects towards making Mahu and our community the best it can be. Many projects that these groups lead make a difference every day at Mahu including shade and play areas, road safety, special events and many fundraising activities that support local, national and global causes.



ENVIRO COUNCIL

A dedicated group of students lead the school in its pursuit to make caring for the environment in our school and local community a way of life for everyone.

WHĀNAU REPRESENTATIVES

Students in whānau classes are elected to represent their whānau. They help to lead whānau and house activities. They are also there to listen to and support the students in their whānau.



STUDENT SERVICES

Student services located in the main admin block behind reception, is the hub for parents and students to visit for a huge range of purposes including:

- Financial payments/statements/queries
- Order an ID card
- Drop off/collection, lunch, personal items etc
- Leave/Sign-out passes
- Bus passes
- Trip queries/information
- NZQA paperwork
- Report absences
- Get a message sent to your child via runners
- Lost property
- Collect confiscated jewellery and devices
- Purchases including our cafe cards
- Forgot which class you're meant to be in
- General drop-in centre when you don't know where else to go

TRANSLATION

Kiribati, Tuvaluan and Tongan translated information pamphlets are available from student services.



TERM DATES

2024
TERM THREE:
22 JULY - 27 SEPT
TERM FOUR:
14 OCT - 10 DEC

2025
TERM ONE:
05 FEB - 11 APRIL
TERM TWO:
28 APRIL - 27 JUNE

TERM THREE:
14 JULY - 19 SEPT
TERM FOUR:
06 OCT - 10 DEC



UNIFORM GUIDELINES



MAIN UNIFORM

- **Boys** wear a school shirt and a pair of unisex school shorts/regulation school trousers.
- **Girls** wear a school shirt & a school skirt or a pair of shorts/regulation school trousers.
- **Year 13** wear a white school shirt with the same school shorts/trousers, school skirt.
- **Physical Education** - Students in Year 7-10 are expected to wear the school P.E. gear.

SHOES AND SOCKS

- **Students must wear a plain black shoe or sandal below the ankle.**
- The shoes must be **completely** black (shoe, sole and laces) and have no coloured logos.
- The shoes must be clean, tidy and worn correctly.
- No high heels, must be a walking shoe.
- No boots, high tops, plastic or rubber shoes.
- Sandals must have a backstrap.
- Socks & stockings must be black with no logos.
- Plain black ankle socks, not long socks, to be worn with shoes (but not with sandals).

HAIR

- **Hair must be clean, neat, tidy and off the face at all times.**
- Natural hair colours only. This includes no two-tone dying.
- Students must be clean shaven.
- For health & safety reasons in classes, such as PE, technologies and science, you must wear hair longer than shoulder length tied back.
- If attending a formal occasion and wearing a blazer, hair must be tied back.

JEWELLERY

Only the pieces below may be worn:

- Up to two plain small studs or standard sleepers may be worn in each ear (only 2 per ear).
- Nose piercings: One small, plain nose stud - no nose rings or other facial piercings.
- Ankle adornments are not permitted.
- Students may wear visible taonga around their necks and ta moko in a way that aligns with the cultural values of that taonga. On occasion,

- staff may require taonga to be temporarily concealed or removed for health & safety reasons
- Cultural items of significance from other cultures may be worn, but not visibly.

KEEPING SUN SAFE

The school cap may be worn outside, peak facing forward. They are available for sale at Student Services for \$20. No other caps or hats are permitted. Caps must not be worn in classes. (At full day school events, students can wear any sun hat.)

KEEPING WARM

- **A school jacket or jumper is part of the uniform and both are designed to keep you warm.**
- A plain black or white short sleeve tee-shirt may be worn all year under the school shirt, but must be tucked in and not hanging out below. In terms 2 and 3 a plain black or white long sleeved tee-shirt/thermal may be worn under the school shirt for warmth. (Year 13 undershirts must be white)
- A plain black scarf may be worn in the winter terms. (Y13's may wear white scarves)
- The school beanie may be worn in Terms 2 and 3 only. Outside only. They are available for sale at Student Services for \$15.
- **To and from school on cold and wet days students may wear a plain black or navy raincoat (these items are not to be worn during the school day).**

NON-REGULATION ITEMS

- No make-up is to be worn. No false nails or coloured nail polish, which includes toenails.
- No Mahurangi College team/group hoodies are to be worn during the school day.
- Teachers will confiscate non-regulation items.
- Regulation shorts/skirts/trousers only (NO black, denim or dickie brands - this will be enforced).

- We take pride in wearing our uniform at Mahurangi College.
- We aim to look smart, professional and tidy at all times.
- Our school uniform is to be clean, tidy, worn correctly and must be named.

PURCHASE NEW UNIFORMS

Uniform can only be purchased online from www.argyleonline.co.nz/shop/rodney/mahurangi-college
* Lavalavas are purchased from Student services

PURCHASE SECOND HAND UNIFORMS

Please see Student Services or Reception for more information or visit the independent Facebook page: [Mahurangi College 2nd Hand Uniforms](#), where second hand uniforms can be purchased from community members.

FORMAL UNIFORM (See Katrina Ashton for further information)

- Students who are representing the school on a special event can borrow a blazer
- Prefects and top teams have the option of buying a blazer

FORMAL UNIFORM RULES

- Boys must wear long pants and the school tie
- Shoes need to be leather lace up and clean
- Hair must be tied back
- A blue or white school shirt must be worn under the blazer
- Blazer borrowing rules must be adhered to



School Cap

