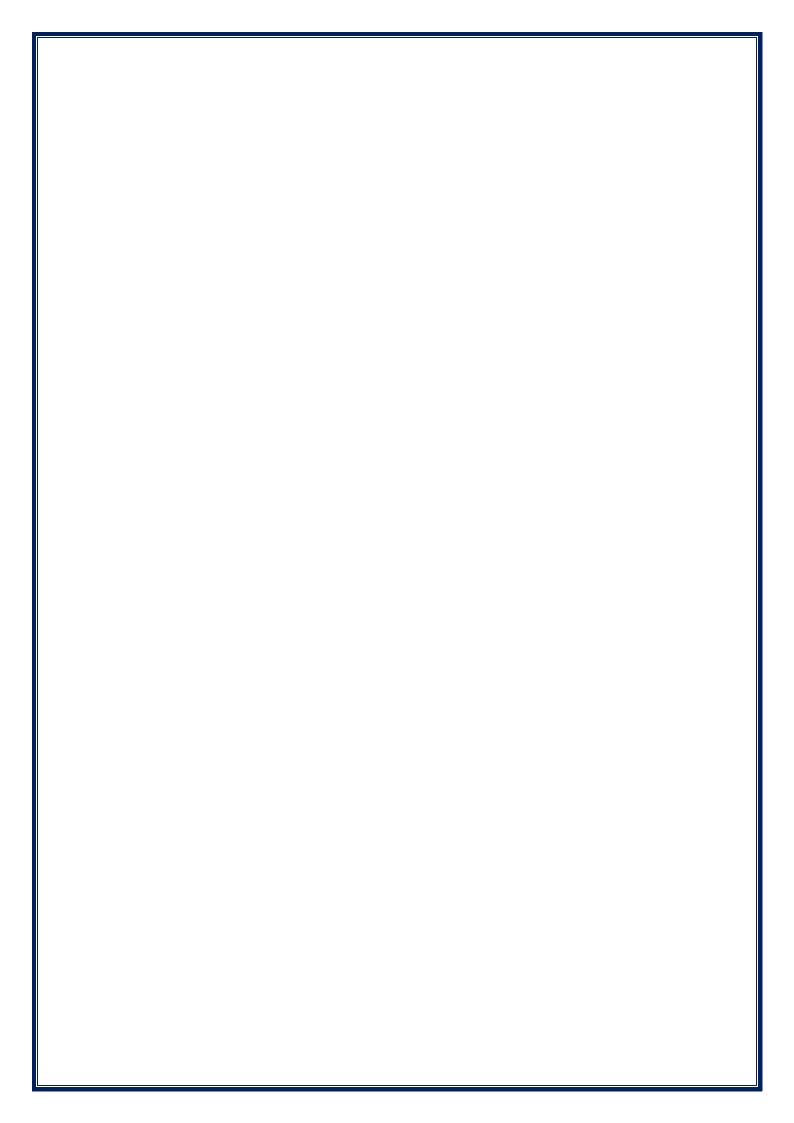


TE KARETI O WETERE

STUDENT EXPECTATIONS



WESLEY COLLEGE SPECIAL CHARACTER

Vision

Wesley College is a Christian, multi-ethnic, multi-faith, socially diverse boarding and day school affiliated with the Methodist Church of New Zealand, Te Haahi Weteriana o Aotearoa. Wesley College was established to provide education with a Special Character.

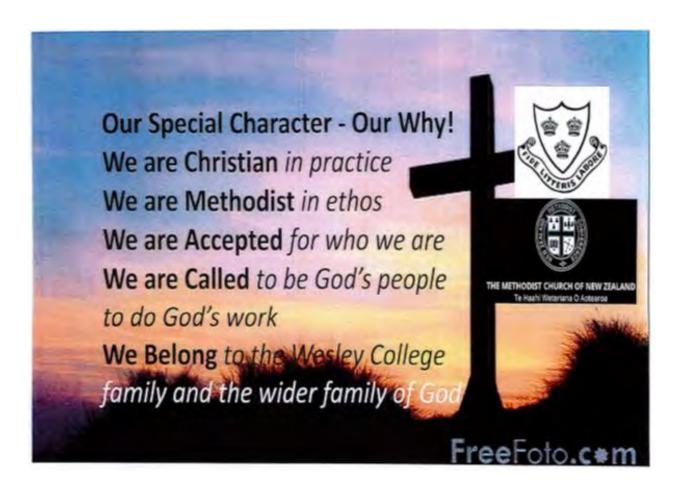
Wesley College has special obligations to provide education for students of Māori descent, Pacific Island descent, Orphans and otherwise disadvantaged students.

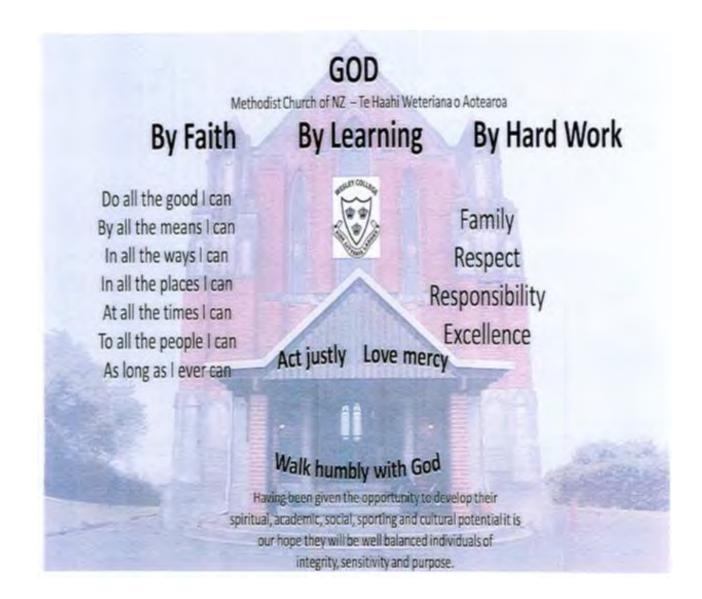
Mission Statement

Wesley College endeavours to provide its students, with the opportunity to excel in the spiritual, academic, sporting and cultural aspects of their lives. Having achieved this aim, Wesley graduates will go on to contribute to the wider community as balanced individuals of faith, integrity, sensitivity and purpose.

THE SPECIAL CHARACTER IN THE DAILY LIFE OF WESLEY COLLEGE -

The influence of the ethos of contemporary New Zealand Methodism





Curriculum

Wesley College affirms that every student in school will have the best possible learning opportunity.

This involves the provision of a balanced curriculum, which enables all learners to acquire existing knowledge and skills while at the same time developing capabilities to create knowledge and practise new skills.

Basic skills will be learned. Physical and aesthetic abilities will be enhanced. Realistic personal standards of achievement will be set. Scholarship will be valued and encouraged at every level. Every student will be aware of the dual cultural heritage of New Zealand and the multi-cultural nature of our society.

Equity

Wesley College affirms that equity objectives will underpin all activities in the school.

Wesley College will ensure that this school's policies and practices seek to achieve equitable outcomes for students of both sexes, for rural and urban students; for students from all religious, ethnic, cultural, social, family and class backgrounds, and for all students irrespective of their ability or disability.

Aspects of equity

Equal Educational Opportunity: The aim will be to ensure equal opportunity for all students to participate in and succeed in the full range of school activities.

The school will adopt policies and practices that identify and cater for the individual needs of each student in the school. These will affect the School's curriculum and how the school distributes resources.

They will include programmes that redress existing inequities and address the current and future needs of students, particularly.

- Maori
- Pacific Island
- Other ethnic groups
- Women and girls
- Students with disabilities
- Students with other special learning needs

Treaty of Waitangi

The Methodist Church of New Zealand - Te Haahi Weteriana o Aotearoa is a Treaty-based Church that expresses its governance in a bi-cultural, power-sharing partnership between Te Taha Maori and Tauiwi.

Wesley College has an obligation and a commitment to develop policies and practices which reflect New Zealand's dual cultural heritage. Wesley College is committed to Ka Hikitia

Pasifika Achievement

The Board of Trustees is committed to the Pasifika Education Plan and raising the achievement of Pasifika students.

Community

Wesley College is proud of the diverse communities it represents and believes that a balanced and inclusive approach to working with and for the community results in a just experience for all. Our Methodist special character is at the forefront of all we do.

School Motto

The school motto embraces the core values for Wesley College.

The motto, "Fide Litteris Labore" translates as By Faith, By Learning, By Hard work. That is, the Christian faith, learning and academic attainment, as well as hard work contributes to our core values.

Kairangi Values

Every decision relating to curriculum and every interaction that takes place at Wesley College reflects the values of the individuals involved and the collective values of the institution. Our daily Kairangi values are **Family, Respect, Responsibility, Excellence**. They are woven into the fabric of school life.

Strategic Themes

In this plan there are five (5) themes or visions where Goals for yearly annual plans are identified and targets with associated expected outcomes set. These targets will identify the outcomes necessary for the College to deliver its mission and vision for the students in its care.

The 5 strands are:

- 1. Special Character, Student Services and Pastoral Care
- 2. Shared, effective Team Vision
- 3. Students and their Learning
- 4. Staff Effectiveness
- 5. Property, Personnel and Financial Resources



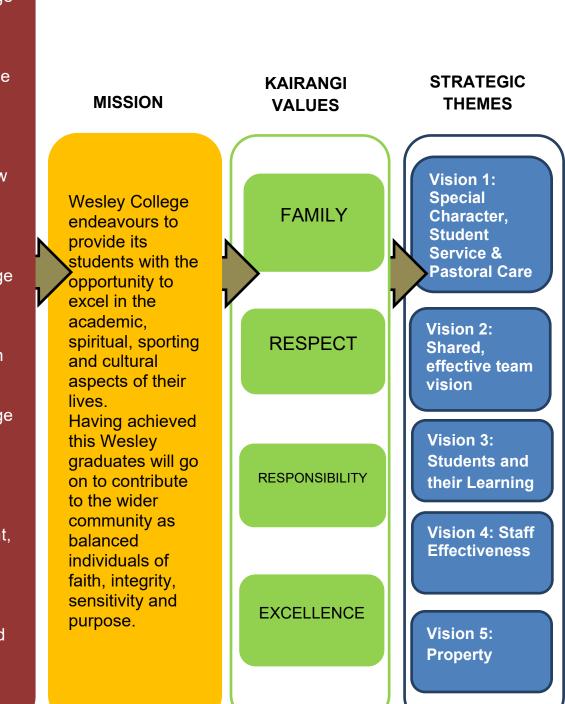
Profile of a Wesley College Graduate 2019-2023 (Developed by staff and students)





VISION

Wesley College is Christian, multi-ethnic, multi-faith, socially diverse boarding and day school affiliated with the Methodist Church of New Zealand, Te Haahi Weteriana o Aotearoa. Wesley College was established to provide education with a Special Character. Wesley College has special obligations to provide education for students of Māori descent, Pacific Island descent, Orphans and otherwise disadvantaged students.



KAIRANGI: SCHOOL-WIDE EXPECTATIONS MATRIX 24-7: TO ACT JUSTLY, LOVE MERCY AND WALK HUMBLY WITH GOD BY FAITH, BY LEARNING, BY HARD WORK.

	ALL SETTINGS	CHAPEL	CLASSROOM	WALKWAYS AND CORRIDOORS	GROUNDS AND QUAD
FAMILY I Corinthians 13 Love never gives up. Love cares more for others than for self, doesn't want what it doesn't have. Love doesn't strut, isn't big headed, doesn't force itself on others and Isn't always "me first," Doesn't fly off the handle, keep score or	Care for one another. Treat others how you would like to	Sing with pride and as one. Positively support one another's	Care for other people and their property. Help one another to	Welcome people to Wesley.	Welcome people to Wesley.
rever when others groves, takes preasure in the flowering of much, puts up with anything and musts God always. Always looks for the best, never looks back, always keeps going. RESPECT Mark 12:30-31		somevements. Show reverence for chapel.	Listen to the person speaking.	Allow people to walk through.	Look after the school
tove your neighbour.	Be considerate towards other people and their property	- 1 ou are curcuing a place of worship Arrive on time Enter quietly & stand onietly	Take care of furniture, equipment and books.		
RESPONSIBILITY Micah 6:8	Follow instructions.	Sit quietly.	Arrive on time with the correct	Move around quietly without	Put rubbish in bins.
And what does the Lord require of you? To act justly, to love mercy and to walk humbly with God.	Dress in the correct uniform.	Have your Bible	equipment.	disturbing other classes.	Be quiet around the classrooms.
	Be in the right place at the right time.	Turn phones and iPods off and put them away	Complete set tasks to the best of your ability.	Put rubbish in bins	Use outside areas appropriately.
EXCELLENCE Philippians 4:8Finally, whatever is true, whatever is honourable, whatever is right, whatever is pure, whatever is lovely, whatever is of good repute, if there is	Take ownership of your learning.	Demonstrate Christian faith and Methodist ethos.	Be ready to learn. Have a positive	Take care of all your surroundings.	Take care of all your surroundings.
ary excellence and if anything worthy of praise, dwell on these things.	Take advantage of all opportunities. Do all the good you	-be a good character -support others -be inclusive	attritude. Achieve best result possible.	Keep your school tidy	Keep your school tidy

and the second sec	BUS	DINING ROOM	OFFICE	FIELD TRIPS EOTC	LIBRARY
FAMILY I Corinthians 13 Love never gives up. Love cares more for others than for self, doesn't want what it doesn't have. Love doesn't strut, isn't big headed, doesn't force itself on others and Isn't always "me first," Doesn't fly off the handle, keep score or revel when others grovel, Takes pleasure in the flowering of truth, puts up with anything and trusts God always looks for the best, never looks back, always keeps goine.	Treat all on bus as you want to be treated. Care for you surroundings.	Say grace. Thanking those who serve you. Leave your table clean for others to use	Thank those who help you.	Look after one another when off site.	Appreciate that it is a quiet learning space for you and others. -talk quietly when asking questions or helping others
RESPECT Mark 12 :30-31 Love God with all your heart and soul and mind and strength. Love your neighbour.	Be polite and patient when waiting for the bus and when on the bus. Thank the bus driver.	Be polite, patient and clean your area. Use correct manners and language.	Be polite to office staff Wait patiently for your turn.	Listen carefully to those responsible for you. Leave only footprints; take only photographs.	Handle resources and books carefully. Work quietly. Keep tables and chairs neat and tidy
RESPONSIBILITY Micah 6:8 And what does the Lord require of you? To act justly, to love mercy and to walk humbly with God.	Get to the bus on time. Take all belongings with you. Pay bus driver or have your HOP card ready. Take your rubbish with you.	Queue quietly and patiently. Clear away dishes and wash hands.	Use the office only when you need it.	Bring all the correct gear. Be a school ambassador. Get permission to attend trips	Listen to the librarian's suggestions. Put resources you've used back into the correct place. Check out books in the right manner. Return books when due
EXCELLENCE Philippians 4:8Finally, whatever is true, whatever is honourable, whatever is right, whatever is pure, whatever is lovely, whatever is of good repute, if there is any excellence and if anything worthy of praise, dwell on these things.	Represent your school in the best way possible. -correct uniform -help others -offer your seat to adults and children	Be orderly and polite when getting food. Clean up and help others share dining room duties	Go at appropriate times. Line up in orderly manner.	Represent your school in the best way possible.	Use the library to promote your learning. -work in silence -read in silence

	TOILETS	DORMITORY	TAUNDRY	HEALTH CLINIC	SPORT
EAMILY I Corinthians 13 Love never gives up. Love cares more for others than for self, doesn't want what it doesn't have. Love doesn't strut, isn't big headed, doesn't force itself on others and Isn't always "me first," Doesn't fly off the handle, keep score or revel when others grovel, Takes pleasure in the flowering of truth, puts up with anything and trusts God always. Always looks for the best, never looks back, always keeps going.	Leave bathroom in a clean state for others to use. Put used hand towels and paper in the bin. Flush toilet after use	Care for one another. Treat others how you would like to be treated. Look after other people's property Help other families and friends that visit	Thank those who serve you.	Thank those who help you. Support others that are not feeling well.	Look after one another Encourage one another
Mark 12 :30-31 Love God with all your heart and soul and mind and strength. Love your neighbour.	facilities and equipment. Be considerate of others privacy.	appropriate language. Be considerate towards other people and their property Keep area clean	Wait your turn. Use correct manners and language.	wait your turn. Use correct manners and language.	Respect the Respect the referee/unpires Respect the opposition supporters. Respect your own grounds & facilities. Respect your opposition's grounds & facilities. Respect your coach & team mates
RESPONSIBILITY <i>Micah 6:8</i> <i>And what does the Lord require of you? To</i> <i>act justly, to love mercy and to walk humbly</i> <i>with God.</i>	Use the toilets during breaks. Use supplies and equipment appropriately.	Follow instructions. Dress in the correct uniform. Be in the right place at	Queue quietly and patiently. Make sure the items you are given are yours.	Follow instructions. Attend all appointments. Take your medication	Respect those who drive you to sport fixtures Minimum of 85% attendance rate to participate in a sport team. Have the correct

as instructed. playing gear. Be on time Keep your changing room tidy & clean. Keep the van and bus clean. Return all sports equipment playing strip & gear Follow the rules of the school & the game	Go at appropriate times Wear your Sport uniform with pride Use good hygiene Shake the hand of your opposition after the game (win or lose) Acknowledge your teammates, manager, coach and supporters. Be courteous Leave the van or bus in the same way you found it.
CG .	Ensure all your items are marked with your code.
the right time. Look after your property	Take ownership of your learning. Take advantage of all positive opportunities. -get involved -try your best -try your best Do all the good you can all the time.
Get permission to go during class time if needed.	Use good hygiene. Wash hands after use
	EXCELLENCE Philippians 4:8Finally, whatever is true, whatever is honourable, whatever is right, whatever is pure, whatever is lovely, whatever is of good repute, if there is any excellence and if anything worthy of praise, dwell on these things.

COLLEGE RULES

College rules exist in the interest of all pupils, staff and families. The rules allow the college staff to carry out their duties effectively and for students to receive the maximum benefit from their learning environment. When Parents / Caregivers enrol a student, an agreement is made that the student is subject to the rules and regulations of the College. Thank you for reinforcing this and supporting good management and discipline in this way.

CODE OF CONDUCT

The college has a code of conduct that supports effective teaching and learning. Students are expected to be ready to learn, courteous and cooperative.

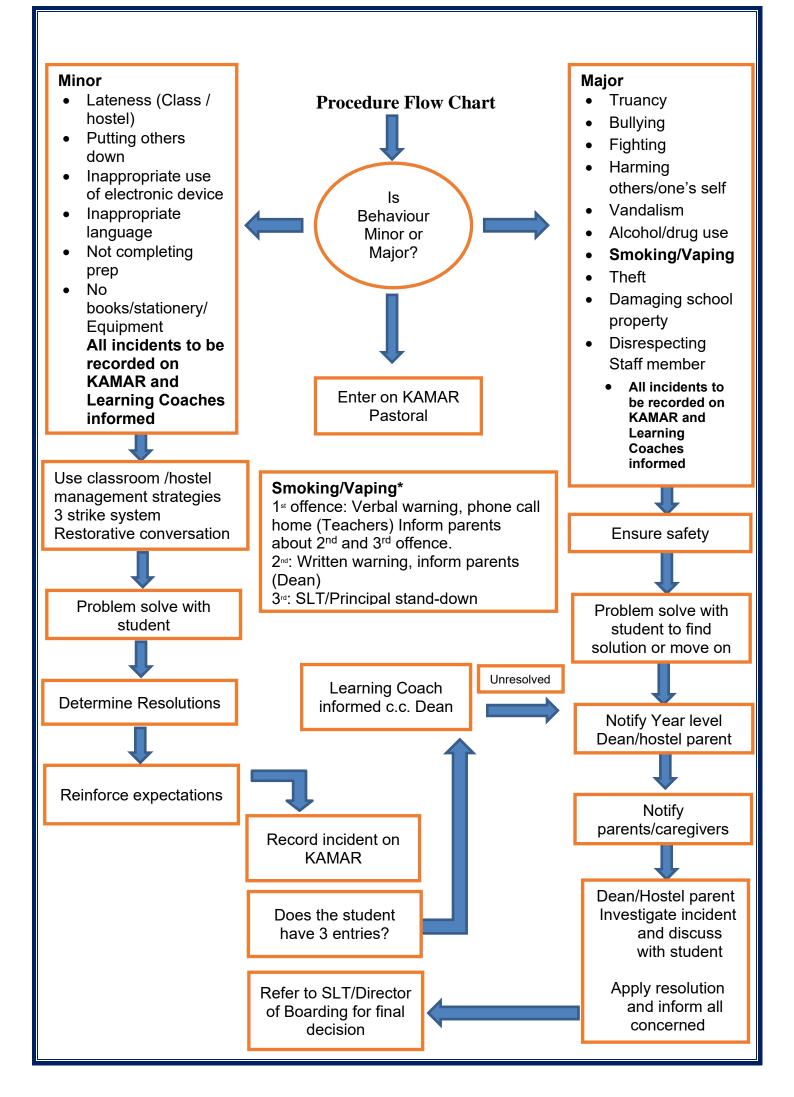
STUDENT EXPECTATIONS

Students meet our expectations by:

- Being ready to learn
- o Attending Chapel in the morning.
- Attending Academic Mentoring and all set classes.
- No use of cell phones during school hours unless in class and directed by a teacher.
- Only leaving class with an authorised note.
- Maintaining high expectations in their personal appearance as per uniform procedure Pg7.
- Showing respect to college staff and fellow students.
- Respecting school property.
- Respecting other people's property.
- Remaining within school boundaries.
- Observing the Smoke Free nature of the school.

CONSEQUENCES

- If a student fails to comply with the college rules, then the following consequences will apply.
- Based on the different situations presented to us there will be matters that can be dealt with by the Learning Coach, Classroom teacher, HOD, Year Level Dean, Assistant Dean and Deputy Principal. The Principal will manage the final stage of action after all prior avenues have been exhausted.
- The school will deal with situations as they arise either as a classroom issue or a school wide issue. These are explained in the next series of notes.



RESOLUTIONS

OPTIONS / SUGGESTIONS

CLASSROOM	HOD'S	DEANS	DP	PRINCIPAL	B.O.T.
Restorative Chat	Facilitate restorative chat with student, teacher, parents, caregiver, hostel parents			 OPTIONS Suspension Referred to the B.O.T as <u>last</u> <u>resort</u>. Contact with family for support. 	 OPTIONS Exclusion from school. Suspension extended
 Contact parents, caregivers, hostel parents Use withdrawal room and 				 Stand down for a set period of days before returning. (conditions may apply) 	 Reinstate with conditions / no conditions.
 restorative reflection sheet Teacher Kairangi Time 	HODs subject Kairangi Time	Deans level Kairangi Time	Internal stand-down Community Service		
 Contact pastoral team for support Catch up time outside of class time RECORD ON 		RTLB			
KAMAR					

BACK INTO SCHOOL SYSTEM

YEAR LEVEL DEANS 2021

Junior Dean Year 9 and 10: Assistant Deans: Senior Deans Year 11, 12 and 13: Assistant Deans: Mrs Ana Tangi Mr David Ryan and Mr Albert Fihaki Ms Ngatia Vaike Rev. Aliitasi Salesa, Mr Chris Wood, Mr Siaosi Uhila

'Kairangi -Time' GUIDELINES

KAMAR entries.

All incidents are to be recorded into KAMAR by any classroom teacher for data purposes and student tracking. If incidents are subject- related, then the HOD will attend after 3 incidents. If the incidents are pastoral, then the Deans will attend after 3 incidents.

Dean's and HOD's **'Kairangi -Time'** will be used if students have had three entries into KAMAR. If incidents are subject- related,s then the HOD will attend after 3 incidents. If the incidents are pastoral, then the Deans will attend after 3 incidents. The Dean will decide if it is a Dean or HOD matter

Procedure

The Dean/HOD makes an entry for Kairangi -Time on KAMAR and supervises the activity. Length of Kairangi -Time may take up to one hour. Day students may be granted a day's grace so parents / caregivers can be informed of their delayed return home.

Students who fail to complete 'Kairangi Time' after 2 reminders will result in a referral to the Deputy Principal which can lead to an internal stand down or community service. Parents will be notified.

Activities that can be carried out during Kairangi Time are

- : Write a letter to explain the reason why you are there
- : Picking/or sweeping up rubbish around the school
- : Cleaning off graffiti around the school
- : Cleaning school vans
- : Kitchen duties
- : Clean school Chapel

WITHDRAWAL ROOM

This option is made available to a teacher who has an issue with a student in the classroom. It enables the teacher to withdraw the student to an allocated room to complete a restorative reflection sheet. From this point a meeting is arranged by the HOD between the teacher and student to find a resolution. If a resolution

cannot be met, then the matter will be referred to the Deputy Principal to make an appropriate decision.

THE RESTORATIVE APPROACH

Our approach to student behaviour management should primarily be an *educative* one. That is, the fundamental aim of our behaviour management philosophy and practice should be for students *to learn* to be responsible for themselves and their actions as well as make genuine, positive contributions to their community. A Restorative approach sees conflict or wrong-doing firstly as an opportunity for students to learn about the consequences of their actions, to develop empathy with others, and to seek to make amends in such a way as to strengthen the community bonds that may have been damaged. Further information can be found in the Restorative Practices hand out. There are 3 levels of restorative conversation- one on one, small group conference or school wide group conference. In the end the idea is to find a positive solution.

SUPPORT STAFF FOR STUDENTS

- Within the college students have access to the Pastoral Team who can listen to any personal issues a student may wish to discuss.
 - The Pastoral Team is made up of the Guidance Counsellor, Chaplaincy team and Health Clinic.

ATTENDANCE

- Students are expected to begin the College day on time.
 - Boarders will be released from their Dormitory at 7.30am for breakfast and then to attend chapel.
 - Day students are expected to be at the college by the latest at 8.20am for morning roll check prior to chapel / assembly.
- Once students begin the college day, they may not leave the college site unless permission has been sought and granted. This can be done by contacting the College Office or by the student presenting a signed note from a parent / caregiver or Hostel parent.

<u>Student Vehicles (Day or Boarder)</u>

Day students who want to drive their cars to school must apply for an approval permit from Mr Chris Bean, the Deputy Principal. Day students are to hand their car keys into the office daily. Keys will be returned at the conclusion of the school day.

Students must have the appropriate driver's licence; they are not permitted to carry other students in their vehicles.

NOTE: Students who do not have an approval permit may have their car clamped.

Boarders who want to drive their car to school must apply for an approval permit from Mr Chris Field, the Director Boarding. Boarders are to hand their car keys to their house parents. Keys will be returned at an agreed date established with the Hostel.

Students must have the appropriate driver's licence; they are not permitted to carry other students in their vehicles.

Absence Notification

- Please ring the school office to notify (of) a student's absence. Alternatively, a signed note from a parent is required to explain any absence from school if contact has not been made by phone. The student should present the note to their Learner Coach on the first day back at school following any absence.
 - When a student has not arrived at school by the start of period 2 or an explanation received, a phone call will be made to advise the parents/caregivers that their child is not at school.
- Students who leave the college grounds during College hours sign out at the Office. They receive a slip indicating they have permission to be out of College and when they return, they are expected to sign in at the Office.

Truancy Team

As a school we are working closely with community truancy teams and Police in Papakura and Pukekohe to make sure Day students and returning boarders are on the correct buses to arrive at school on time. If a student is found to be in either location after the last bus has departed without sufficient reason, then the Truancy team will take action.

Students overseas leave during term time

Parents must apply to the Principal for special leave for any travel overseas during term time prior to their child/ren leaving the country.

PERSONAL PROPERTY

- The college will not be responsible for any loss of cell phones, electrical equipment, valuables or money.
 - Unfortunately, petty theft does occur. Items brought to school are at the risk of the owner.

SCHOOL UNIFORM PROCEDURE

INTRODUCTION

- Under Nag 5 the Wesley College Board of Trustees ("the Board") operates a School Uniform Policy which addresses an expectation of a high standard of appearance
- Under that Policy the Board has set guidelines for the administration of the Policy

PROCEDURE:

Wesley College has two sets of official uniform.

The No.1 school uniform is to be worn correctly to all special occasions as directed by staff eg:

- School functions, to and from school as well as sports tours, cultural and social visits.
- Chapel on the weekends
- o Weekend leave and Sunday return

The daily school uniform is to be worn correctly at all times during the school day.

- Term 1 and 4: Summer uniform
- o Term 2 and 3: Winter uniform
- Attendance at school
- Travelling to and from school

Wesley College is proud of its uniform and expects the No. 1 Uniform and the daily school uniform to be worn respectfully. School rules apply to both uniform sets.

Boys may wear a tupenu/ie faitaga with their Number One uniform (and) instead of shorts or long trousers during the year BUT only with sandals.

The wearing of an incorrect uniform, or a mixture of school uniform, sports gear and civilian clothes, is not acceptable.

After school wear, particularly after a sports practice, students may either change into correct uniform, or go home in sports gear.

Students not in the correct uniform are required to have a note from home explaining the reason for the discrepancy. The note is to be handed to the office before P1 commences where a uniform pass will be issued.

All items of the uniform should be clearly labelled with the student's name and house.

STUDENT HAIR / PERSONAL GROOMING

Students are expected to wear their hair styled in a reasonably conventional way.

- Hair kept tidy throughout the normal activities of a school day.
- Unnatural hair colours, or extreme colouring, streaks and patches of colour are not permitted.

- Girls' hair must not hang below the shoulders and must be clear of the face and eyes.
- o Girls' long hair tied up or back.
- Hair ties/bands and clips in the colour of the student's natural hair colour may be worn by girls to contain the hair.
- Boys' hair must be clear of the face and not below the top edge of the collar.
- Boys' may not wear their hair tied up or back in a ponytail (with the exception of traditional cultural or religious reasons as approved by the Principal)
- Corn-braids (3+ strands) are not permitted.
- Shaved or extreme styles not permitted.
- Rat-tails not permitted.

Boys' Grooming

Boys must be clean-shaven at all times. No nose studs or body piercings allowed.

Makeup

- o Students may not wear makeup of any kind.
- o False eyelashes are not permitted.
- Nail polish, if worn, must be colourless.
- Fingernails cut to a reasonable length.
- The use of sunblock is encouraged, especially for summer outdoor activities.
- Sunblock is available at the Health Clinic.

<u>Jewellery</u>

Students may not wear nose studs, chains or necklaces around the neck and ankles unless it is of significant cultural or religious value. These items are to be tucked under the student's shirt/blouse. No body piercings allowed.

Girls with pierced ears may wear one matching pair of small plain silver or gold unobtrusive studs in the lower part of each earlobe. A wristwatch may be worn.

Boys are not permitted to wear jewellery other than a wristwatch.

Girls' Winter / Summer Skirts

Girls' skirts are worn full length.

<u>Shoes</u>

Shoes must be conventional black leather lace-up or black sandals with a back strap for summer uniform (or if wearing a tupenu/ie faitaga).

<u>Socks</u>

Wesley school socks to be worn with school shorts.

Black socks only to be worn with black school shoes under long trousers and girls skirts.

COLLEGE TIMES

- > The following is the school timetable for the day.
 - Monday to Friday school starts at 8.30am with chapel / assembly every morning. There are five periods which run through the day.
 - School ends at 3:20pm every day except on Wednesday when school finishes at 2.20pm.

PERIOD TIMETABLE

WESLEY COLLEGE TIMETABLE AND BELL TIMES School Daily Timetable							
	Monday	Tuesday	Wednesday	Thursday	Friday		
Chapel	08.35 am	08.35 am	08.35 am	08.35 am	08.35 am		
Academic Mentoring	08.50 am		Levels Assembly		08.50 am		
Period 1	09.30 am	09.00 am	09.10 am	09.00 am	09.30 am		
Period 2	10.20 am	10.05 am	10.10 am	10.05 am	10.20 am		
Interval	11.10 am	11.10 am	11.10 am	11.10 am	11.10 am		
Period 3	11.30 am	11.30 am	11.30 am	11.30 am	11.30 am		
Period 4	12.30 pm	12.30 pm		12.30 pm	12.30 pm		
Lunch	01.30 pm	01.30 pm	12.30 pm	01.30 pm	01.30 pm		
Period 5	02.20 pm	02.20 pm	01.20 pm (Period 4)	02.20 pm	02.20 pm		

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NOTES	

