

# *Prospectus*



# Boulcott School



*School Production—Kapahaka Group*



*Hosting inter-school cross country*



*Sharing at assembly*

**Ka Tipu Pakari, Ka Tu Tangata, I roto i Tona Tai Ao.**

He/She grows strong, stands tall, in his/her environment.





# Welcome

Welcome to Boulcott School. You'll find us just a few minutes from the centre of Lower Hutt, located opposite the Hutt Hospital, in Boulcott Street.

On 7 October 1928 our school was officially opened on the historic site of Boulcott Farm with just three classrooms. Today we are a Decile 10 school catering for 260 - 310 children from Years 1 through to 6.

Our motto, "Boulcott School Community: Excited about learning and aiming for excellence" is at the heart of everything we do. Our goal is to make sure there are strong connections between the child, their community and their learning. While there is a particular focus on literacy and numeracy, learning is holistic so we make meaningful links between subjects.



**Greig Mercer**  
Principal

The school is committed to helping children build friendships and develop confidence in who they are. We believe each child is a special person and that they learn best in a safe, healthy, fun environment where they can still be children.

The school is grouped into two syndicates, Junior School (Years 1, 2 & 3) and Senior School (Years 4, 5 & 6). The children move through the school with others of a similar age. As most children start on their 5<sup>th</sup> birthday, there is inevitably some variation in the age of children in any given year group. The programmes in each classroom, and within each area, are designed to cater for the individual differences among children.

Our school has a long tradition of community involvement. We continue to enjoy excellent support from our parents and caregivers and hope you and your child will enjoy being part of our school family.

## Boulcott School's Equation is:

Academics + Choice = Learning

High Expectations + Social Responsibility = Confidence

Opportunity + Challenge = Motivation

Relevance + Inquiry = Making Connections

Caring + Supervision = Positive Emotional Environment

Problem Solving + Reflection = Independence

Partnership + Support = Community

Making a difference through 'creating confident, resilient lifelong learners' who are 'excited about learning and aiming for excellence'.

# Our vision and leadership

## **Boulcott School Community** **Excited about learning, aiming for excellence**

Te kura whanui a tangata o Boulcott  
Kei te whakaongaonga mo nga mahi ako kei te whai, kia hiranga

### ● **Our Mission**

We are a learning community. Our students are empowered through high quality teaching and learning experiences designed to excite, engage and encourage them to be confident, successful learners who aim for excellence. The home/school partnership is critical to the success of students' progress, achievement and wellbeing and is highly valued. Boulcott School models the values from the New Zealand Curriculum and in consultation with our school community, has identified the following ideals as our primary values:

**Confidence • Honesty • Excellence • Enthusiasm • Respect**  
***C H E E R***

### ● **Board of Trustees**

The Board is made up of five parent representatives, a staff representative and the Principal. The Board focuses on strategic leadership rather than administrative detail and recognises a clear distinction between Board and management roles. The Board has delegated all authority and accountability for the day-to-day operation of the school to the Principal. It concentrates on the future, whilst monitoring the present and is pro-active rather than reactive.

The Board has a notice board in the corridor between the staffroom and the library to keep the community updated. Please check this out as it has our current goals, targets, meeting minutes and agenda displayed. You can also visit the school's website for further details on our Trustees.

### ● **ERO Report**

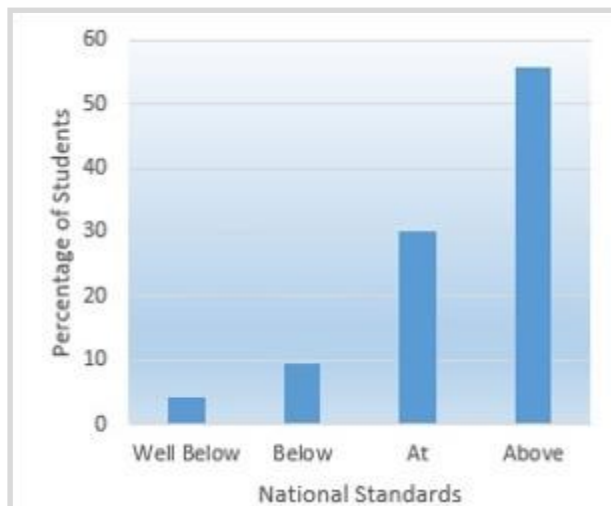
It is pleasing to have ERO recognise the high quality of teaching practice evident at our school. If you would like to view our current school report by the Education Review Office please visit the website (below) or see the school office for a copy.

<http://www.ero.govt.nz/Early-Childhood-School-Reports/School-Reports>

### ● **Achievement Results**

Our recent school-wide achievement in reading was particularly pleasing. This included all students, including those with special needs and individual learning programmes.

Once children are able to read they have better access to the wider curriculum.



# Curriculum

Our curriculum encompasses what we do with, and for, our students to prepare them to be global citizens for the 21<sup>st</sup> century. It is on-going and responsive to the wishes of the students, the community and global events. It is evaluated against student achievement and engagement.

## ● **Information and Communication Technology (ICT)**

We are committed to working with ICT. Teachers are constantly gaining valuable ICT skills which they use to improve students' learning and achievement through e-learning. Having children using and creating with ICT is an integral part of our teaching and learning programmes.

## ● **Learning Assistance**

We have a Special Needs Co-ordinator (SENCO) who caters for individuals with specific learning concerns or other identified requirements. Literacy needs are met through a variety of programmes, teacher aide assistance and using professional advice from outside agencies. The needs of our lower achieving students are also met by adapting class programmes and providing learner-friendly environments. We constantly strive to keep up to date with current knowledge and trends for all students with special needs. Individual education plans are provided for those students with identified concerns.

## ● **Gifted and Talented Children**

We recognise that some children have abilities and talents way beyond their years. Our planning methods ensure instructional programmes are pitched at the correct level for children, so most often their needs are met within the class programme. Extension programmes are also offered to groups of students with similar talents. We actively seek to extend all learners.

## ● **Sports**

We aim to promote the enjoyment of sports, new skills, good sportsmanship and co-operation within our sports programme. We welcome parents' support and participation with coaching, managing and watching our various sports. All parents and students are asked to sign a Code of Conduct when participating in our sports programme.

Boulcott is represented at a number of interschool and inter-zone events. Sports include netball, soccer, hockey, tennis, basketball, miniball, tiniball, flippaball, touch rugby, swimming, athletics, gymnastics, jump rope for heart, cross-country, jump jam, and rugby.



# Curriculum

## **Camp**

A school camp for the Senior School (Years 5/6) is held every second year. The emphasis is on trying new experiences and building friendships in a new environment.

## **Extra-Curricular Activities**

These include Kapahaka, chess club, choir, guitar, keyboard, tennis, badminton, ICAS (International Competitions and Assessments for Schools), orchestra, talent quest, drama, French and Art Splash.

Involvement in these activities sometimes incurs a cost.

## **Swimming Programme**

All students are expected to participate in an annual Kiwi Swim Safe Programme held at a Hutt City pool. While the Board of Trustees subsidises much of this programme, parents are expected to pay the balance.

## **Environmentally Friendly School**

Boulcott School is an EnviroSchool. This means we are actively involved in thinking about all areas of sustainability and looking after our environment. Growing fruit and vegetables, trees and flowers is fun and makes our school an attractive and relaxing place to be.

We look after a worm farm and have compost bins, using the bi-products to help fertilise our gardens. We respect our school and make a big effort to keep the grounds and classrooms clean and tidy. We practise recycling and conserving energy as much as possible. We think being green is awesome!!

## **Education Outside The Classroom (EOTC)**

School policy encourages visits to a variety of institutions and places of educational interest. Parents are advised of the destination, costs, date and reason for the excursion. The total cost to parents is always considered when planning trips.

## **Religious Education**

The religious education programme is provided each Friday morning for each syndicate according to the availability of providers. This includes lessons that help children to: reflect on, and make sense of their experiences of life; expand their Christian religious knowledge and experience; and gain an introduction to the Christian faith, while at the same time respecting the child's own faith position.

Resource materials used in the classroom are available at the school office. Participation is not compulsory and alternative arrangements can be made.





# Reporting

At Boulcott School we highly value the development of, 'a sense of achievement', in our children, and the ability to persevere to gain success. As each child is unique and has different strengths and abilities, we do not expect all children to achieve at the same level. The pursuit of excellence is one of our objectives and we seek your support in this.

## ● Reports

Each child will receive two goal setting and one summative written reports a year. The timing of the reports your child receives in their first three years will depend on when their birthday falls. As required by National Standards each child receives a report following their first full year of school. In Year 4 this then moves from the child's anniversary date to a year end report.

## ● 3 Way Conferences

These are held in Terms 1 and 3. This is a time where you, your child and their teacher have the opportunity to review progress and set goals for the coming months.



# General Information

## The School Day

The school day is from 8:55am - 3pm, Monday to Friday. School is officially open from 8:30am and children are welcome in classrooms from that time. Children are not permitted to leave the school grounds during the school day unless arrangements have been made with the office.

## Voluntary Donation

Parents are encouraged to support our school's family donation scheme. These funds go towards funding extra staff, establishing resources, equipment and the on-going running of the school. Without the generosity of parents, our ability to provide these programmes would be **significantly reduced**. Donations can be paid at the office and instalment arrangements can be made. School donations are tax deductible. To find out more visit [www.ird.govt.nz](http://www.ird.govt.nz)

## Absence and Lateness

We expect all children to be regular and punctual in attendance. Please leave a message on the absence line (5663058 – Option 1) before 8:55am if your child is sick or will be late. You will be contacted if there is an unexplained absence.

## Health and Medication

If your child is sick please keep them at home. If your child requires medicine during the day a medication form will need to be completed with the office. We will contact you or a nominated adult if your child becomes unwell at school.

## Assembly

All students attend fortnightly assemblies. They are held in the hall at 2pm on Friday. All family members are welcome to attend

# General Information

this special time of sharing. Younger siblings are welcome, however it is their parents responsibility to keep them seated and quiet so the students remain the focus of the assembly. All students are required to wear the school polo shirt at assemblies.

## Cyber Safety

When your child starts at Boulcott School we ask you to sign the Cyber Safety Agreement. This agreement stays in force during your child's time at Boulcott School.

## Expectations

We take a common sense approach to behaviour and use most situations as learning opportunities. From time to time we need to use a more structured discipline programme. We have purposely endeavoured to keep our rules to a minimum and all are based on thoughtfulness towards others and safety.

## First Aid at School

In the case of accidents or illness at the school, essential first aid is carried out and if necessary, parents contacted. We ask parents to inform us of any child's health concerns so that we can make arrangements to meet their health needs.

## Fundraising

The Home and School Committee organises fundraising activities for additional school equipment not funded by the Government. We have a very active Home and School Committee which regularly purchase and

provide items and resources for the school. Please let the school office know if you want to be involved; working towards a fundraising venture is a great way to get to know other parents and it can be good fun too.

## Homework

Children in the Junior School bring home reading books and spelling words. Parents are expected to read with their child and take a keen interest in their school activities.

Children from Year 3 – 6 are expected to undertake homework activities. As many of our pupils are heavily committed with out-of-school activities, we have made our homework flexible over a series of weeks. Homework includes reading, spelling, basic facts revision and topical activities.

## Library

The school library is an important feature of the school. We are continually upgrading it and encourage its intensive use, urging children to read as widely as possible. Each class has regular visits to the school library. A parent section is also available. You are welcome to join our library from the time your child's enrolment is accepted.

## Lost Property

We ask that all items brought to school are clearly marked so if lost the owners can be easily identified. Should personal belongings be lost, please check the lost property cupboard in the corridor beside the hall. If unsuccessful, please notify the teacher or school office. If lost property is named it is





# General Information

returned to the child. All unnamed lost property is given away at the end of each term.

## Lunch Orders

Lunch orders are only available on a Thursday, from Wholly Bagels. Please place your order form in the *lunch order box* in the foyer, with the correct money, before school starts (no orders accepted after 8:55am).



## Cell phones

Students are discouraged from bringing cell phones to school for private use (see Cybersafety Agreement).

However, in the near future children will be invited to bring internet compatible devices, including itouches to school to support their studies. Bringing this expensive equipment will be at your own risk, however all care will be taken.

## Newsletters

Newsletters are emailed fortnightly (our preferred option) on a Wednesday or sent home with the eldest child of each family. We consider them very important communications and urge all parents to read them in order to remain fully informed about school events, activities and requests.



## School Uniform

The following items are compulsory for students and must be named.

Polo Shirt. Worn for school outings and events (where House colours are not used). It is worn on Uniform Day which is every assembly Friday.

Sun Hat. In Terms 1 and 4 children need any wide brimmed hat to use at break times and for outdoor activities.

Sports Top. For all students that participate in a sports team - worn with navy shorts.

We expect a reasonable standard of cleanliness and suitability of dress and encourage children to take a pride in their appearance and grooming.



# General Information

## Stationery

Stationery is not sold at the beginning of the year, but replacement stock is available through the school office. Information regarding stationery is provided at the end of the year, with an online facility available. New Entrants receive their stationery packs with an invoice on their first day of school.

## Sun Protection - Shady School

There are sheltered areas within the school grounds and shade is provided at sporting and other outdoor events. We encourage parents to provide SP30+ broad-spectrum water-resistant sunscreen for their children during the high-risk months. Please liberally apply sunscreen before sending your child to school. Broad brimmed hats must be worn in Terms 1 and 4. No hat - No play.



## Transport

**Bikes:** bike stands are available for all bikes brought to school. We suggest bikes are locked to the stands. Bikes (and scooters) are to be walked in the school grounds between 8:30-8:55am and 3-3:30pm.

The Police recommend children under 10 years be supervised when riding to and from school. The School takes no responsibility for the security of any bikes or scooters brought to school.

**School Bus:** travels to and from Harbourview/Tirohanga via all Lower Hutt schools. It drops children to school at 8:25am and collects them at 3:05pm.

**Walking School Bus:** If you would like to set up a walking school bus in your area, contact the school office who will assist you in seeking others who may be interested.



# Enrolment Material

## Enrolling at Boulcott School

You don't have to live in a certain geographical area to send your child to Boulcott School. Simply complete the Enrolment Application Form included with this prospectus and return to the School Office.

## CHECKLIST

### *For all students*

- ◇ All sections of the Enrolment form must be completed. Please mark N/A where information is not applicable.
- ◇ Certified copy of New Zealand Birth Certificate or current passport. (We will photocopy this for you).
- ◇ An immunization Certificate completed by your doctor. Please inform us if you have elected not to immunize.

### *For students born outside New Zealand*

- ◇ NZ Citizens: Certified copy of New Zealand passport or citizenship certificate.
- ◇ If not a NZ Citizen: Current student visa.

If you have any questions or need some help, please do not hesitate to call the School Office on 566 3058 or email [info@boulcott.school.nz](mailto:info@boulcott.school.nz). We are looking forward to seeing you at Boulcott School. We know you will enjoy learning with us.





*We are looking forward to seeing  
you at Boulcott School. We know  
you will enjoy learning with us.*



## **Boulcott School**

Boulcott Street, LOWER HUTT 5010

Phone: (04) 566 3058 or Fax: (04) 566 3006

[info@boulcott.school.nz](mailto:info@boulcott.school.nz)

[www.boulcott.school.nz](http://www.boulcott.school.nz)

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