



**GLENFIELD  
INTERMEDIATE  
SCHOOL**

**PROSPECTUS**



**INSPIRE, CHALLENGE AND EMPOWER**



# Vision / Mission / Values

## *Our School Vision*

Inspire, Challenge and Empower

## *Our Mission*

To create a safe and caring learning community that empowers learners to strive for personal excellence in an ever changing world

## *Our 4 R's:*

Respect, Responsibility, Relationships and Resilience





# Principal's Message

The early adolescent years are a crucial time in a young person's life.

At Glenfield Intermediate we acknowledge that adolescence is a time characterised by significant physical, social, emotional and intellectual change for young people. We provide a clearly distinctive learning programme that suits this special time in their development.

We are passionate about students achieving personal excellence and ensuring that they succeed as individuals. This means focusing on the whole child and ensuring their academic, emotional, social, and cultural wellbeing. By developing positive relationships with students, the staff provide opportunities for your child to discover more about themselves so they can develop the skills and attributes to succeed in an ever changing world.

At Glenfield Intermediate we provide an innovative learning environment that all students will find engaging and stimulating. We focus on using and accessing all available resources to inspire, challenge and empower students to work collaboratively, which promotes student progress and holistic wellbeing.

We value community involvement and see the home/school partnership as an essential element in ensuring that all students succeed. We invite you to be fully involved in your child's two years with us as they progress through these challenging but rewarding times.

The staff and I look forward to working with you to meet the needs of your child and the community.

Mark Whitford  
Principal

## ERO QUOTE:

*Respectful learning relationships between students and teachers, provide learners with a sense of wellbeing, and valuing of their cultural and individual identities.*





# Learning and Achievement

The Glenfield Intermediate curriculum provides all students with a range of innovative learning opportunities with a strong focus on high levels of progress to attain personal success. This is achieved by providing personalised learning programmes aimed at meeting the individual needs of all students. Students have agency over their learning and take ownership of what their next learning steps are and how they will progress. The students are very proud of the accelerated progress that they make during their time at our school.

Glenfield Intermediate encourages deep learning through a context based curriculum. Mathematics and literacy skills are taught independently as they are the foundation of the learning that occurs at Glenfield Intermediate. Our 4 R's are targeted within each context and reinforced continually throughout the year. Digital technologies are used to support authentic and collaborative learning. Glenfield Intermediate provides all students with access to a range of digital technologies to personalise and support their learning.

Sharing of students learning occurs in many and varied ways throughout the year. This enables parents to be informed and involved in their child's learning journey.

BYOD: Students are able to bring a mobile digital device to school. Students are encouraged to use their own device to support learning in the classroom and at home. While at school the internet and the school's online environment can be accessed via the schools WiFi system.

## ERO QUOTE:

*School achievement information shows that many students make accelerated rates of progress by the time they leave Glenfield Intermediate.*





# Gifted and Talented

We offer a range of gifted and talented programmes at Glenfield Intermediate. We encourage our students to achieve success in all walks of life.

We cater for many different types of gifted and talented abilities including academic, leadership, performance, The Arts and sports. These include but are not limited to:

- Enrichment Classes
- Computer coding
- Mathex
- Otago Problem Solving Challenge
- North Harbour Science and Technology Fair
- Afterschool sporting opportunities
- Robotics
- ICAS Examinations
- Literature Quiz
- APPA and Rotary Speech competitions
- Sports Camp



## ERO QUOTE:

*The school curriculum is integrated, and clearly focused on effective teaching and learning.*





# Specialist Teaching

At Glenfield Intermediate we offer a specialist programme based around The Arts and Technology learning areas.

The vision of The Arts is to provide learning opportunities for all students through each of the disciplines: Music, Drama, Dance and Visual Art. Through movement, music and image, The Arts transform student's creative ideas into expressive works that communicate meaning.

The aim of 'Technology Education' is for students to develop a broad technological literacy that will equip them to participate in society as informed citizens and give them access to a vast number of technology related careers. They will learn practical skills as they develop models, products and systems. Glenfield Intermediate provides a range of technologies for students including Food Technology, Hard Materials and Textiles.

## Learning Languages

We also have a purpose built 'Confucius Classroom' where all students learn about the Chinese language and culture. This programme is taught by Mandarin Language Assistants with support from the classroom teacher.

*ERO QUOTE: Students experience success through inclusive class programmes and the provision of specialist teaching programmes.*





# Positive Behaviour for Learning

At Glenfield Intermediate we promote a school culture where positive behaviour and learning thrive. We achieve this by explicitly teaching students what is expected in all facets of school life. This programme is based around our 4 R's (RESPECT, RESPONSIBILITY, RELATIONSHIPS and RESILIENCE).

Key strategies used:

- Teaching values and appropriate behaviour as a part of the curriculum
- A consistent approach to dealing with student behaviour whilst recognising individual student needs
- A focus on positive incentives including: STAR Cards, Badges, Principal's Honours Roll, and Principal Certificates
- Fostering 'student agency' by encouraging students to take ownership and make decisions around the school

## Pastoral Care

The pastoral care of our students is an important element at Glenfield Intermediate. The school assists in the overall personal development of our students but also recognises that we need a strong home/school relationship to achieve our collective goals.

Our pastoral care involves:

- Clear guidelines and high expectations which allow students to learn and teachers to teach
- The 'Learning Hub' which is a designated learning space where students receive support to meet their academic, behavioural, emotional or social needs
- Counselling services for students
- Strong links with outside community agencies to support our students and their families

ERO QUOTE:

*A positive school culture that enables students to be confident and independent learners.*





# Transition Process

We make every effort to ensure our students move from primary school to Glenfield Intermediate with confidence and without anxiety. The following steps are taken to assist children in moving from their primary school.

1. Our senior leaders visit each of the primary schools and hold open meetings for parents to ask questions.
2. Our senior leaders, student prefects and other groups visit each of the primary schools and give a presentation to the Year 5/6 students.
3. Parents and their children are invited to attend
  - our school tours in term two
  - information evenings for prospective parents and students in term three
4. All Year 6 students from our contributing schools spend half a day at Glenfield Intermediate working in our specialist classrooms.
5. We ask your child's Year 6 teacher to complete a profile form. All the information gathered helps us to understand each child's academic needs as well as their personal qualities.
6. We try to place your child with someone else from their last school based on recommendations from the Year 6 teachers, and special parental requests.

## ERO QUOTE:

*Parents affirm that the common language of learning between schools (in the Kāhui Ako) and within the school enhances their children's transition points and learning.*





# Uniform

The Board of Trustees' requires that all students are in school uniform. It is expected that students will care for their uniform and maintain a good standard of personal hygiene. All items must be clearly named. Students must arrive at school and leave from school in full school uniform.

All items of uniform except footwear are available from the school's uniform supplier, NZ Uniforms. The NZU store is located at Unit F, 19 Orbit Drive, Albany, North Shore. You can find further details as well as purchase online at [glenfieldintermediate.nzuniforms.com](http://glenfieldintermediate.nzuniforms.com)





# Beyond the Classroom

Physical health and wellbeing is a focus at Glenfield Intermediate. The programme includes regular fitness and physical education lessons. A special part of the programme is the integration of the 'GIS Bike Track.' The track is used during learning time as well as at lunchtime. This is an amazing facility for our students.

Glenfield Intermediate offers a wide range of co-curricular activities in sport, the performing arts and cultural groups to develop personal skills in an individual or team situation.

## Sport

At Glenfield Intermediate we provide many different sporting opportunities. This includes:

- Whole school events
  - cross country and athletics
- Interschool day competitions
  - softball, cricket, dance sport, orienteering, cross country, football, rugby, rugby league, netball, badminton, table tennis, basketball, hockey, volleyball, touch, athletics
- Afterschool competitions
  - basketball, netball, water-polo and touch
- Sports Camp at Totara Sports Christian Camp in Matamata
  - This involves a week long camp competing against 7 other schools in 30 different sporting codes







### Cultural and Performing Arts

- Kapa Haka
- Pasifika Group
- Bollywood
- Rock Band
- Ukulele
- Marimba Group
- Percussion Group
- Choir
- Dance Sport

### Leadership Opportunities

- Student Prefects
- Class Captains
- PB4L Ambassadors
- Bike Track Committee
- Radio Station Team
- Environmental Group
- Road Patrol
- Librarians

### ERO QUOTE:

*Students enjoy a wide range of cultural and sporting opportunities, including opportunities to explore robotics and to learn Mandarin.*





# Enrolment Information

To enrol your child at our school you are asked to:

1. Complete the last two pages in this prospectus. Please note that we do not have a zone.
2. We will need photocopies of the following:
  - a. Your child's birth certificate or passport;
  - b. If you are not a New Zealand citizen we must have a copy of the Visa from the passport;
  - c. A photocopy of your child's mid-year Year 6 report (or end of Year 5 report if your school does not give out mid - year reports)

**NB.** Payment of donations and fees **ARE NOT** due with the enrolment forms.



# Daily Life

School Day

- School starts at 8.45am and ends at 3pm
- Students should be at school by 8.30am to organise themselves for the day
- We have three learning sessions during the day with breaks at 10.30am (30mins) and 12.30pm (60 minutes)
- Buses
  - o Birkenhead Transport operate two buses in the mornings and afternoons
  - o They cover the Bayview, Beach Haven and Windy Ridge areas
  - o Please refer to the Auckland Transport website for route details







# Glenfield Intermediate School      **ENROLMENT FORM**

## PERSONAL STUDENT DETAILS

*Please provide: a) birth certificate/passport - if born in New Zealand, b) passport - if not born in New Zealand*

First name: \_\_\_\_\_ Surname: \_\_\_\_\_  
Preferred name: \_\_\_\_\_ Previous school: \_\_\_\_\_  
Gender: ☐ Male / ☐ Female Date of birth: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Year level : 7 / 8 Address: \_\_\_\_\_  
Mail to whom: \_\_\_\_\_

## ETHNICITY

☐ NZ European Country of birth: \_\_\_\_\_  
☐ NZ Maori Iwi ☐ Asian (please specify) \_\_\_\_\_  
☐ Pasifika (please specify) \_\_\_\_\_ ☐ Other (please specify) \_\_\_\_\_  
(Tick more than one if applicable)

First language learnt/spoken from birth : \_\_\_\_\_ Main language currently spoken at home: \_\_\_\_\_

## NATIONALITY (if **NOT** a New Zealand Citizen - please complete the following and provide passports)

Country of Citizenship: \_\_\_\_\_

1) **Visa Type (Parent)**  
Work / Student / Permanent Resident / Other \_\_\_\_\_ Visa expiry date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Parent's passport number: \_\_\_\_\_

2) **Visa Type (Student)**  
Student / Permanent Resident / Other \_\_\_\_\_ Visa expiry date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Student's passport number: \_\_\_\_\_

## STUDENTS NOT BORN IN NEW ZEALAND

Refugee (please circle)      Yes      No

Date of entry to New Zealand: \_\_\_\_/\_\_\_\_/\_\_\_\_ Date first started school in NZ: \_\_\_\_/\_\_\_\_/\_\_\_\_

Total years of schooling overseas: \_\_\_\_\_ Total years of schooling in NZ: \_\_\_\_\_

## CAREGIVER 1

Relationship to student: \_\_\_\_\_

Title: \_\_\_\_\_ Family name: \_\_\_\_\_ Occupation: \_\_\_\_\_

First name: \_\_\_\_\_ Workplace: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile phone: \_\_\_\_\_ Work phone: \_\_\_\_\_

## CAREGIVER 2

Relationship to student: \_\_\_\_\_

Title: \_\_\_\_\_ Family name: \_\_\_\_\_ Occupation: \_\_\_\_\_

First name: \_\_\_\_\_ Workplace: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile phone: \_\_\_\_\_ Work phone: \_\_\_\_\_

*Please complete reverse side*

## OFFICE USE ONLY

TECH	HOUSE	ETAP	ENROL	ENROLMENT NO.	ROOM NO.



**EMERGENCY CAREGIVER 1** (other than parents/caregivers)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Relationship to student: \_\_\_\_\_

**LEARNING SUPPORT:** Does your child have learning needs? **YES / NO**

Please State: \_\_\_\_\_

\_\_\_\_\_

**CUSTODY ISSUES** *Note custody issues here. Attach copy of Court Order, etc*

**MEDICAL INFORMATION:** To help us care for your child in any illness or emergency situation, would you please answer the following questions. This information will be strictly confidential (Privacy Act 1993) and will only be revealed to necessary staff members to ensure the safety of your child. If you wish to discuss any health concerns further, contact the School First Aider on 4446582 ext 802.

1. **Medication:** I give permission for Panadol to be administered if required. ☐ Yes ☐ No

2. **Existing Medical Conditions** (eg Asthma, Diabetes, Epilepsy, Rheumatic Fever, Hepatitis A, B, or C, HIV, Glandular Fever, Migraines, Heart Conditions, ADHS, Nose Bleeds, Skin condition) \_\_\_\_\_

\_\_\_\_\_

3. **Asthma Sufferers Only:** Reliever: \_\_\_\_\_ Preventer: \_\_\_\_\_

Has your child been hospitalised with Asthma? \_\_\_\_\_ Does your child have an Asthma Plan? \_\_\_\_\_

If "yes", please give a copy of the Plan to the school office.

4. **Allergies:** \_\_\_\_\_ **Treatment** \_\_\_\_\_

Does your child have an Anaphylaxis Plan? \_\_\_\_\_ If "yes", please give a copy of the Plan to the school office

5. **Family Doctor:** \_\_\_\_\_ **Phone No:** \_\_\_\_\_

**PARENT/CAREGIVER UNDERTAKING**

- ☐ I will support the school to ensure that my child will (a) be punctual; (b) wear correct uniform (clearly named); (c) obey school rules
- ☐ Where my child damages school property I will make some form of restitution.
- ☐ I agree to pay the technology/specialist levies
- ☐ I give permission for the personal and educational data collected relating to my child to be stored and used as defined in the Privacy Act 1993 and disclosed to the next school my child attends
- ☐ I will advise the school office of any change of address or contact telephone numbers
- ☐ I will also advise the school office in the event of any custody changes that may affect access to my child
- ☐ If a child requires special medication at school, a Medical Consent form must be filled out. Medication must be labelled clearly and instructions explicit. Medication will be kept in the Health and Well-being Room.

Signature : \_\_\_\_\_ Date: \_\_\_\_\_





# Glenfield Intermediate School

## Student Digital Technology and Internet Use Agreement

### Terms and Conditions

#### 1. I understand that:

- i. the only purpose for Digital Technology resources is to support teaching and classroom learning
- ii. the school will do its best to keep me safe while I use global information systems such as the computer and the Internet. (Glenfield Intermediate School currently uses N4L, as a form of protection. This stops users accessing a wide range of unsavoury sites.
- iii. I know that I am not permitted to access material through the Internet that is offensive (eg. pornographic), dangerous, inappropriate at school, or illegal. I am forbidden to pass on such material by copying, storing or printing it
- iv. If I use e-mail at school, I am not permitted to send any messages that are offensive, dangerous, inappropriate at school, or illegal
- v. I may use the Internet or e-mail at school only if there is a teacher supervising me
- vi. I am not permitted to download any software on school computers. This includes music, movie and game files.
- vii. I may be charged for excessive and unauthorised use of ICT resources, including Internet time.

#### 2. I agree to:

- i. take care of Digital technology resources
- ii. be careful with equipment and furniture
- iii. respect the copyrights on software that prohibit copying
- iv. use only school software on school computers
- v. be considerate of other users
- vi. share available equipment
- vii. be careful not to waste computer resources such as paper, etc
- viii. avoid disruption of the running of any computer or network
- ix. take care not to scan or display graphics, record or play sounds, or type messages which could cause offence to others
- x. remove immediately from the screen any material that would not be allowed at school which I may accidentally come across, and advise the teacher immediately
- xi. **not use any discs or CDs from home on school computers**

#### 3. I understand I need to be responsible for privacy and security

- i. I will not give anyone on the internet, information about myself or anyone else. This includes addresses, phone numbers, photographs and/or credit card information
- ii. I will advise the teacher if I come across a virus or security problem

**Student:** I understand and will abide by the above agreement. I accept that if I violate any of the above terms or conditions in this Agreement, school disciplinary action may be taken and/or legal action may be taken.

Student's Name (in full)

Student's signature

#### Parent/Caregiver Undertaking

As parent/guardian of this student I have read the Terms and Conditions for Internet access. I understand that this access is designed for educational purposes and that Glenfield Intermediate School has taken available precautions to eliminate controversial material. **(Glenfield Intermediate School subscribes to N4L who block unsuitable sites for our users).** However, I also recognise it is impossible for Glenfield Intermediate School to restrict access to all controversial materials and I will not hold the school or its staff responsible for any material acquired on the network.

I further understand that access to this service may be denied if the terms and conditions of the Agreement are breached.

Parent / Caregiver signature

Date





## Glenfield Intermediate School

### Online Publication of Student Images

#### Rational

The school uses a range of learning technologies to enhance student learning. These include electronic mail (email) and the Internet. From time to time, we publish on the school's Internet website, material for educational purposes, to share the results of learning within the school community, and to promote the school within the wider community. This may include examples of students' schoolwork and images of students and groups of students in activities at the school. Images of students may include scanned, digital, or video images of them taking part in school or class activities.

#### Purpose

There are three main reasons the school publishes student material online:

- to educate the student in accordance with the national curriculum, including the role and use of technology in society;
- to encourage the student to be part of and participate in the school community; and
- to promote the school in the wider community.

#### Guidelines

- The school will publish the material only on its own website and New Zealand based websites endorsed by the Ministry of Education.
- The school acknowledges that it cannot control who accesses the website on which students' images or material is published or the copying, by visitors to these websites, of images of the students and their work.
- The school will identify students on the websites only by their first name and year at school. Students' surnames, home addresses and telephone numbers will not be available on the websites.
- The school will not publish material online that may defame anyone, be objectionable from a human rights point of view, be obscene, or infringe the copyright of third parties. All the student material published online will be subject to an editing process, which will include the correction of spelling and grammatical errors.
- The school has a designated privacy officer who is available to answer any enquiries from parents or students about the operation of the school's policy for the online publication of student images and work.

### Parent Permission, for the Online Publication of a Primary Student's Image and Work

I \_\_\_\_\_ *name of Parent /Legal Guardian*  
have read and understand Glenfield Intermediate School's policy on the Internet publication of student images, student work and student name, and the guidelines contained in the policy.

As the Parent or Legal Guardian of \_\_\_\_\_ (*full name of Student*)

I authorise Glenfield Intermediate School to publish

☐

images of the student on the Internet,

☐

work that he or she may create at school

☐

student's first name and last name initial eg. Sam P and year at school

in strict compliance with the school's policy for the online publication of student images, work and name, and the associated guidelines. I agree that this consent shall continue until I withdraw my consent by notice to the school or until the student ceases to be enrolled in the school, whichever occurs first.

I confirm I have the necessary authority to give this permission.

Date: \_\_\_\_\_

*Signature of Parent or Legal Guardian*

I **DO NOT** give consent for the above.

\_\_\_\_\_  
*Student's name*

\_\_\_\_\_  
*Signature of Parent or Legal Guardian*

Date: \_\_\_\_\_





# Glenfield Intermediate School

## Blanket Consent for EOTC

Education Outside The Classroom (EOTC) is the name given to all events/activities that occur outside the classroom, both on and off the school site. This includes sport.

Our school believes in using a range of environments and experiences to enhance our students' learning.

We have ready access to the beach, rivers, mountains, and the bush in our area and beyond. We are also close to various built environments in our community. These areas are rich learning environments for our students both in and out of school. They need to learn how to be safe. Our school also values the concept of providing students with opportunities. Thus some of the learning for students occurs beyond the school site and this document is seeking your consent for your child/ren to participate in such learning.

The Ministry of Education's **EOTC guidelines** identify four EOTC activity types, each with recommended types of parental/caregiver consent. In brief they are:

Type of event	Description	Type of consent
<b>A</b>	On site- in the school grounds (i) Lower risk environments (ii) Higher risk environments*	(i) <b>No consent</b> sought or <b>blanket consent</b> (ii) <b>Separate consent</b> for each event or programme
<b>B</b>	Off-site events in the local community occurring in school time (e.g. class trips, sports events) (i) Lower risk environments (ii) Higher risk environments*	(i) <b>Blanket consent</b> at enrolment. (ii) <b>Separate consent</b> for each event or programme
<b>C</b>	Off-site events - finishing after school finishes (e.g. rock band competition, robotics etc) (i) Lower risk environments (ii) Higher risk environments*	(i) <b>Blanket consent</b> at enrolment. (ii) <b>Separate consent</b> for each event or programme
<b>D</b>	Off-site residential overnight events (e.g. camp, overseas trips) (i) Lower risk environments (ii) Higher risk environments*	(i) <b>Separate consent</b> (ii) <b>Separate consent</b> for each event or programme

\*Involves risk assessed to be greater than that associated with the average family activity.

**All EOTC activity categories** require staff to undertake an analysis of the risks, and identify the management strategies required to eliminate, isolate and minimise the risks. Emergency procedures are also in place.

## BLANKET CONSENT

I/we agree to the participation of \_\_\_\_\_ In *lower risk* category **A, B** and **C**  
EOTC events while a student at Glenfield Intermediate School

I/we have provided the school with up to date medical, supervision and learning information through the enrolment form and will make every endeavour to keep this information current.

**Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_







# Starting at GIS.....



"The first day I walked in, I was scared and nervous, but there was no reason to be. Everyone is so kind and helpful. The first day I sat down in my seat, I only knew one person, until I started talking to others. Now I have many, many friends and I make more every day. The staff and teachers are all so helpful, with learning and sport. I love everything about G.I.S and wouldn't change a thing, nothing. I love GIS."

**Cayley, Year 7**



"When I first started at Glenfield Intermediate, I had no clue what it was going to be like. I was sad at first because all my other friends had gone to different schools. But on the first day I found new friends that included me in games and sports, and there were so many opportunities - cricket, water polo, road patrol, basketball and heaps more. I enjoy TECH a lot because you get to do food, art, music and hard tech. I enjoy GIS, so you will too."

**James, Year 7**



"I was worried that people wouldn't like me or let me join their games, or would make fun of me if I was struggling with my work. I didn't need to worry though because everyone was really friendly and helped me with my learning. I made lots of friends and the teachers are really nice and help me with my learning."

**Keenan, Year 7**

"I started intermediate nervous. I barely knew anyone in my class and was separated from my primary buds, but within two days I had made some awesome friends and was opening up to my teacher. GIS is full of opportunities to express yourself, and so far I'm involved with the choir, a netball team, production, the Literacy Quiz group, and I've enjoyed all of it. All in all, GIS is an amazing school."

**Emma, Year 7**



"On the first day of intermediate I was definitely feeling really nervous because I didn't know anyone in my class but I soon came to realise that everyone was really kind and it was really easy for me to find friends. My teacher is super helpful and in just one term I have already learnt so much. I have really been enjoying Glenfield Intermediate especially tech (performing arts, art, food and hard tech) as well as Diversity which is our school choir."

**Hiba, Year 7**



"When I first came to GIS I was really nervous, but because it was such a warm and welcoming environment it was easy for me to make new friends. I love how GIS gives everyone a chance to express our cultures and our talents. It is such a great school and I'm glad I decided to come here"

**Leah, Year 7**





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