



# MATAKOHE SCHOOL

*Grow together, learn together*

**Wednesday 4<sup>th</sup> February 2026**

## **Kia Ora Whānau & Friends**

Welcome back to the 2026 school year and a big Matakohe welcome to Sarah-Lee, Jaymee, Liam and Whaea Sarah and your whanau. We are excited to have you join our school. We start with 36 students. 23 in Ponga and 13 in Koru. Whaea Sarah will be teaching on a Monday, Tuesday and Wednesday morning in Ponga, I will continue Wednesday from 11.30 for the rest of the week. Whaea Stephanie is teaching in Koru all week.

I hope you got to enjoy some lovely summer days with your family and friends over the break. It probably was not the summer we were all hoping for with the wild weather playing havoc with so many people's plans.

Over the break we had work done at the school including;  
Roofing/spouting repaired or replaced and clearlite replaced.

The heat pump/air conditioning units were replaced.

New carpet laid in the library and office spaces at the back of the hall.

...and our fabulous sign by the school office that reminds us of our values.



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Our student graduate profile is something we aim to achieve with our students by the time they move on to college.

Our overarching theme :

"When I leave Matakohe School I will be able to contribute in a positive way".

Focusing on the areas of : Citizenship - I am a community minded citizen

Growth - I accept and appreciate diversity

Learning - I am a confident and reflective learner

This year all schools have to monitor student attendance. Families have a legal obligation to ensure their children attend school (Education and Training Act s24). We have a policy in place and are obliged to do something about absences of concern. **We can report as of today we have had 2 days out of 3 with 100% attendance, well done everyone.**

Our Behaviour Management Plan is in place so everyone comes to a school where they feel physically and emotionally safe. Therefore when children behave in a way that affects others we will be dealing with it as per our plan. A copy of this is attached.

Please fill in all the forms that have come home today. It is important that we know if your child can be photographed, that your contact details are up to date and you give permission for them to use the devices. If any child misuses the devices they will lose the privilege of being able to use them.

#### **To look forward to:**

In week 3 we will be assessing the students. This is a very important process we go through so teachers have evidence of where children are at and what their needs are.

In week four we are having a 'meet the teacher/pool party' evening. I hope you can all attend to hear about the direction Matakohe School has for the year and then find out what each class has planned for the term ahead. Pencil in : **Wednesday 25th February at 5.00 p.m.**

At 5.00 p.m. we will all meet in the school hall, then at 5.10 p.m. Whaea Stephanie will talk to parents of the students she has while Whaea Young and Whaea Sarah will supervise the children in the pool. At 5.30 p.m. Whaea Young and Whaea Sarah will talk to parents of the students they have while Whaea Stephanie and Mrs H. supervise the children in the pool. The children will get out of the pool in time for a 6.00 p.m. dinner of hamburgers which the school will provide.

Please bring along a plate of sweets for dessert. We look forward to seeing you all at our first school function.

The Paparoa A & P Show is on this Saturday (7th) and I'm excited to take a walk down memory lane amongst the sideshows, games, food stalls, animal exhibits and to see our school entries in the interschool art and flower show competition. We will be entering our "Mavis Dahlias" and photographs also.

Our school camp is an overnight stay at Waipu Caves. Thursday 12th and Friday 13th March. We are keen to get a list of names of those adults who wish to attend ASAP as we need to carry out police vetting in order for parents to accompany us, as per the EOTC policy.

We will be staying in tents and would appreciate the use of tents you may be able to offer us for the night. Please ensure these are functional beforehand and have all the pegs they

require. If you are able to help in any way please fill out the attached form at the end of this newsletter and return to school.

## **2026 Staff**

This year we have 2 rooms;

Year 1 - 4 : Koru class with Whaea Stephanie teaching each day.

Year 5 - 8 : Ponga class with Whaea Young and Whaea Sarah teaching half of the week each.

Teacher Aide : Mrs H will continue her work meeting the needs of some of our target students as well as helping alongside classroom teachers.

Mrs Blythen : Is continuing her busy role as office administrator.

Mr John Burgess : Is our caretaker

Mrs Natalie Rowe : Our cleaner

Kelly Sturgess : Our Cook

## **Swimming**

Daily swimming has already started. Please ensure your child has togs, towel, (cap and goggles if needed) every day in a swimming bag. Also please make sure all gear is named. Children are taught water safety skills and what to do if they ever find themselves in a situation where they or others are in trouble. It is important to us that all children become involved in this programme. Kirsty Hamlin once again is our lead teacher, she started yesterday and will be in each Tuesday until the programme is completed. Swimming lessons are a combination of water safety and swimming skills in preparation for swimming sports which will be held on **Wednesday 04th March**. Keep this day free to come and watch our swimmers. Those who qualify will go on to the Southern Zone and Northern Wairoa competitions. No dates yet for these.

## **Year 7/8 Manual Training**

Tech. for our Yr 7 & 8 students starts on Friday 13th of February. They will go to Ruawai College by bus and they spend the morning experiencing cooking, sewing, or woodwork over the course of the year, starting with Woodwork. They must wear covered shoes for safety. Please ensure they bring them to school every Friday.

## **Stationery**

Please ensure you have the necessary stationery that your child requires. You can get your stationery packs from our school office.

## **Cyber Safety/Media Permission Forms**

It is a school's responsibility to make sure that all students and families are aware of the rules associated with the use of I.C.T. The school's computer network is to be used for educational

purposes appropriate to the school environment. Matakohe School monitors the use of our devices and we are notified of any child who is trying to access sites or information we have blocked on our network. Any inappropriate use of our school equipment will result in students not being able to access our I.C.T. resources. A Cyber Safety Form is attached. This must be read, discussed and signed by a parent/guardian and your child then returned to school before a child is allowed to use the school devices. Also included is the permission form for the Media Permission for signing and returning.

### **Mobile phones**

The rules around mobile phones at schools have been set and students Year 0 - 8 are not allowed mobile phones at school. We would appreciate your support on this. If your child has the need to bring a phone on occasion, it must be handed into the office for safekeeping and collected at the end of the day.

### **Lunches in schools**

School lunches continue to be served up each day and the guidelines we follow ensure they are healthy meals. Please let us know if your child will be bringing their own lunch to school. Children need to bring their own morning tea to school each day and a drink bottle containing water.

### **Clothing reminder**

Just in line with our school policy, no singlets or strap dresses/tops please. This is a sunsmart issue so your help in this area is much appreciated. Also please remember to name all clothing and footwear.

### **Toys at school reminder**

Children are not to bring toys to school, these cause distractions and the risk of being lost and causing problems. If your child brings toys they will be held in the office for collection at the end of the week.

If they are bringing something special for news they can hand it in to their teacher for safe keeping.

### **Contacts update**

Attached is our annual updating of your contact details. Please fill this in and return to school by Friday 20th Feb to go in the draw for a box of chocolates.

### **Buses**

Please be aware that the way you behave on the school bus has an impact not only on the bus driver, but other students on the bus. It is important that you stay seated, talk quietly and sensibly, and a thank you to the driver as you depart would be a kind gesture. If any student is misbehaving on the bus it can put all those aboard in a vulnerable situation. The school has the right to withdraw those students not abiding by the rules.

### **BOT meeting**

All are welcome to attend the first board meeting for the year, Monday 23rd February, 4:30pm in the library.

**Dates this term**

Monday 2nd February : Day 1 for students

Tuesday 3rd February : Kirsty Hamlin starts our Water Safe Programme each Tuesday

Friday 6th February : Waitangi Day (Public Holiday)

Saturday 7th February: Paparoa A & P Show

Friday 13th : Manual Training begins at Ruawai College for Years 7/8

Mon 16th - Fri 20th February : Assessment week

Monday 21st February: BOT meeting, 4.30pm

Wednesday 25th February : Meet the teacher/Pool party 5.00 pm

Wednesday 04th March : Matakohe School Swimming Sports

Wednesday 18th February : Vision and Hearing testing at school.

Thursday 12th / Friday 13th March : Waipu Caves Camp

Thursday 02nd April : End of term assembly / School triathlon / Shared Lunch

**Principal**

**Robyn Young**

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**Waipu Caves Camp** - Please fill in and return to office

**Name** \_\_\_\_\_

1. I wish to stay overnight      Yes/No

Number staying overnight \_\_\_\_\_

2. I wish to stay for dinner on Thursday night      Yes/No

Number for dinner \_\_\_\_\_

3. I can transport **equipment** on Thursday      Yes/No

I can transport **equipment** on Friday      Yes/No

I have a ute or trailer

4. I can transport children to the camp on Thursday 12th March and or home from the camp on Wednesday 12th March. I have a current license, WOF and registration.

Thursday -      Number I can transport \_\_\_\_\_

Friday -      Number I can transport \_\_\_\_\_

5. I have a tent to lend, it will sleep \_\_\_\_\_ people



# MATAKOHE SCHOOL

## BEHAVIOUR MANAGEMENT PLAN

