



Te Wharekura o Maniapoto

*“Ko te waka ko te Rangimaarie
Ko ngaa hoe o runga ko te aroha”*



WHAANAU INDUCTION HANDBOOK



HE MIHI NAA TE TUMUAKI

Kei aku nui aku a rahi, teenaa koutou katoa.

Nau mai, haere mai ki Te Wharekura o Maniapoto.

It is with great pride that I welcome you and your whaanau into our kura. We acknowledge the journey you have taken to choose a kaupapa Maaori pathway for your tamariki, and we value the opportunity to walk alongside you in nurturing their learning, identity, language, and cultural connections.

At Te Wharekura o Maniapoto, our kura is built on the foundations of **whakapapa, whanaungatanga, and the treasures handed down to us by our tuupuna**. Our mission, “**Kia tangata whenua ngā taonga tuku iho o Maniapoto i roto i ngaa piiori,**” reflects our commitment to ensuring our tamariki stand confidently in their Maniapoto identity and carry forward the knowledge, values, and traditions of our people.

We believe that education is a partnership between tamariki, whaanau, kaiako, and the wider community. Through strong relationships and shared commitment, we create an environment where our students can grow as confident, capable, and connected young people.

This induction handbook provides an introduction to our kura, our systems, our expectations, and the ways we work together to support our tamariki. We encourage whaanau to become actively involved, ask questions, share their knowledge, and contribute to the ongoing growth of our kura.

We look forward to building a strong and meaningful relationship with you and your whaanau as we continue this journey together.

Ngaa mihi nui,

Denise Marshall

Tumuaki

Te Wharekura o Maniapoto



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ABOUT OUR KURA

KO TE PUTAKE (MISSION)

Kia tangata whenua ngaa taonga tuku iho o Maniapoto i roto i ngaa Piiori.

Our Piiori are confident in the treasures of Ngaati Maniapoto me oonaa hapuu maha.

KO TE WAWATA (VISION)

Kia tuu kahika ki te pae kawau.

To develop and nurture aspirations of the iwi for our Piiori.

NGAA RAUTUKUTUKU (VALUES)

Ko te tuapapa o te whare ko te **Aroha**

Ko ngaa pakitara o te whare ko te **Kiritau**
me te **Kauuanuanu**

Ko te poutokomanawa o te whare ko te
Whanaungatanga

Ko te taahuu ko te **Kahikatanga**

Ko **Te Pua o Maniapoto** e taumarumaru nei
i too maatou nei kura.



Aroha	Hosting visitors, kindness, compassion
Kiritau	Self-worth, self-respect
Kauuanuanu	Honour and respect others
Whanaungatanga	Positive relationships
Kahikatanga	Leadership through positive and respectful influence
Te Pua o Maniapoto	Awakening and nurturing of the holistic well-being of our piiori

HISTORY OF THE KURA

Te Wharekura o Maniapoto is situated within the rohe of **Ngaati Kinohaku**, with **Oparure Marae** serving as the local marae. The kura enjoys a strong and enduring relationship with the hau kaainga, whose support has been invaluable to the kura and the wider iwi of Ngaati Maniapoto.

The land on which the kura stands was generously gifted by **Te Mihinga Joseph** for the purpose of establishing a school.

The school was founded in 1906 as a Native School and later became a mainstream primary school in the 1920s. In 1991, it became the first mainstream school in Aotearoa to transition to a Kura Kaupapa Maaori and was named **Te Kura Kaupapa Maaori o Oparure**. As the kura continued to grow and expand its provision to secondary education, it became known as **Te Wharekura o Maniapoto**.

Today, descendants of Te Mihinga Joseph and members of the local hau kaainga continue to play an active role in kura life. Through regular whaanau hui and representation on the Board of Trustees, including a mandated mana whenua representative, the kura remains committed to partnership, consultation, and shared decision-making with its community.

KURA SPECIAL CHARACTER

Te Wharekura o Maniapoto is an iwi-focused kura and a member of **Nga Kura aa Iwi**. Our curriculum is grounded in the taonga tuku iho, histories, values, and aspirations of Ngaati Maniapoto me oona hapuu maha.

We are committed to teaching our mokopuna the connections to their whenua, whakapapa, history, and tuupuna, strengthening their sense of identity and belonging.

Te Kawenata o Maniapoto (1903) reflects the aspirations of our Maniapoto tuupuna and continues to guide our kura today.

Te Pua o Maniapoto represents the flourishing of Ngaati Maniapoto—our people, language, culture, and future generations.

At Te Wharekura o Maniapoto, we are committed to ensuring that the legacy of our tuupuna remains alive through the learning, growth, and success of our piiori.



TE TOHU O TE WHAREKURA O MANIAPOTO

Our kura logo was designed in 1999 by a former piiori of Te Wharekura o Maniapoto. The tohu reflects our connection to our whenua, whakapapa, and the generations who have shaped and will continue to shape our kura.



The symbolism within the logo includes:

- **The koru eye at the centre** represents **Papatuuaanuku**, embraced by **Ranginui**, symbolised by the blue surrounding it. Together they acknowledge the origins of life and our connection to the natural world.
- **The larger outer koru** represents our **tuupuna**, whose wisdom, strength, and legacy continue to guide us.
- **The smaller koru throughout the design** represent our **future generations**, reflecting growth, learning, and the continuation of our whakapapa.
- **The colour blue** represents the local **puukeko**, renowned for its brilliant feathers, which were often incorporated into traditional korowai and kaakahu. This acknowledges the beauty and uniqueness of our local environment.
- **The harakeke** acknowledges the significant contributions of **Dame Diggeress Te Kanawa** and **Rangimaarie Hetet**, who were renowned for revitalising and preserving the traditional art of raranga. Their legacy continues to inspire the nurturing of maatauranga Maaori and cultural excellence within our kura.

ENROLMENTS

We welcome all whaanau who wish to enrol their tamariki at Te Wharekura o Maniapoto.

Enrolment forms are available for the Tari and can also be requested electronically. To complete the enrolment process, whaanau will be asked to provide:

1. A completed enrolment form
2. NZ Birth Certificate or NZ Passport.
3. Immunisation Certificate; and
4. Emergency contact details
5. Any relevant medical or learning information
6. Student's most recent school report (if transferring from another kura).

Whaanau are encouraged to meet with kura staff during the enrolment process to learn more about our special character, expectations, and programmes.



PRE-ENROLMENT

The wharekura keeps a register of koohanga and preschool tamariki in the area. Where possible we ask parents/caregivers of future new entrants to pre-enrol tamariki at the wharekura office well before their fifth birthday. This assists the office with class placements.

ENROLMENT PROCEDURES

- Fill out the enrolment application online or via a printed enrolment form. Submit the form along with the required documentation.
- Contact the office (07 8786884) to arrange an appointment with the Tumuaki and Kaihautuu.
- We encourage parents to bring their child with them. This enables the Tumuaki to get to know the student and whaanau, and how we can support your child and you with the learning at Te Wharekura o Maniapoto.

TRANSITION SESSIONS

Transition sessions are periods in the classroom which we encourage your tamaiti to attend before they turn five years of age.

While visiting, you and your tamaiti will be encouraged to take part in class activities so that you and your tamaiti can meet the kaiako and piiori in the classroom, become familiar with the environment as well as breaktime procedures, and ask any questions you may have.

TRANSITION DAYS

- Between weeks 4 - 8, Mon, Tues, Wed of any term.
- Time 9:00 - 12:30 pm. 3 x half day sessions required with whaanau support.
- For more details, phone or email the office; 07 878 6884

KURA HOURS

Our kura tari is open from **8:30am to 3:00pm** on school days. During these hours, our tari staff are available to assist with enquiries, attendance matters, student information, and general support. We encourage whaanau to contact or visit the tari within these times if any assistance is required.



MENINGA/ASSEMBLIES

Assemblies are an important part of kura life and provide opportunities for piiori, staff, and whaanau to come together as a learning community.

Assemblies are held regularly in **Maniapoto** as a whole kura Monday mornings and Friday afternoons, to celebrate achievements, share learning, recognise excellence, and communicate important kura information.

POOWHIRI/ MIHI WHAKATAU

Every term we have a formal welcome for any new piiori and whaanau to our community. This is by way of a poowhiri or mihi whakatau directly after 9:30 am. This process includes mihi (speeches), waiata (songs), followed by kai (food).

WAATAKA/DAILY TIMETABLE

08:50am – 9:00am	Karakia/Meninga
9:00am – 10:30am	Wahanga Ako Kura Pootiki
9:00am – 11:00am	Wahanga Ako Kura Maataamua
10:30am - 11:00am	Waa Moko Kura Pootiki
11:00 - 11:30am	Waa Moko Kura Maataamua
11:00am – 12:30pm	Wahanga Ako Kura Pootiki
11:30pm – 1:30pm	Wahanga Ako Kura Maataamua
12:30pm – 1.00pm	Waa Tina Kura Pootiki
1:00pm - 1:30pm	Waa Tina Kura Maataamua
1:00pm - 2:50pm	Wahanga Ako Kura Pootiki
1:30pm - 2:50pm	Wahanga Ako Kura Maataamua
3:00PM	KUA OTI TE KURA



ATTENDANCE EXPECTATIONS

The Ministry of Education expects all school-aged tamariki to attend school regularly and participate fully in their learning. Regular attendance is a key factor in supporting positive educational outcomes, wellbeing, and achievement.

At Te Wharekura o Maniapoto, we expect all tamariki to attend kura every day unless they are unwell or there is a justified reason for their absence. Maatua and caregivers play an important role in ensuring their tamariki arrive at kura on time and are ready to learn.

To meet Ministry of Education attendance expectations, whaanau are encouraged to:

- Ensure their child attends kura every day.
- Notify the Tari if their child is absent. Phone: 07 878 6884 and leave a message
- Or email office@maniapoto.school.nz
- Or use the School App NZ - Te Wharekura o Maniapoto
- Support punctuality and regular attendance habits.
- Work collaboratively with kura staff if attendance concerns arise.
- Inform the kura of any barriers affecting attendance so that appropriate support can be provided.

The kura monitors attendance regularly and follows Ministry of Education guidelines for recording, managing, and responding to absences. Where attendance becomes a concern, the kura will work alongside whaanau to identify solutions and support improved attendance outcomes.

KURA PAHI AND WHENE

The kura currently has a bus run from Te Kuuiti and Ootorohanga. A van also covers our piiori that travel from Kihikihi into kura.

We also have a kura van to cater for piiori living in the outer regions such as Piopio, Benneydale, Waitomo and other rural areas that do not have bus transport.

Transport is available for all piiori of our kura. The kura has 3 vans that are used to assist in transportation for events, school excursions and off-site learning program activities.

All piiori who travel by bus to and from school are subject to kura rules at all times. These rules also apply to piiori who travel by kura van.

Bus drivers are to be treated as staff members of the school.

TWkoM buses are operated by Ammon Motors.



TEACHING AND LEARNING

TE REO MAAORI AND OUR UNIQUE EDUSCAPE

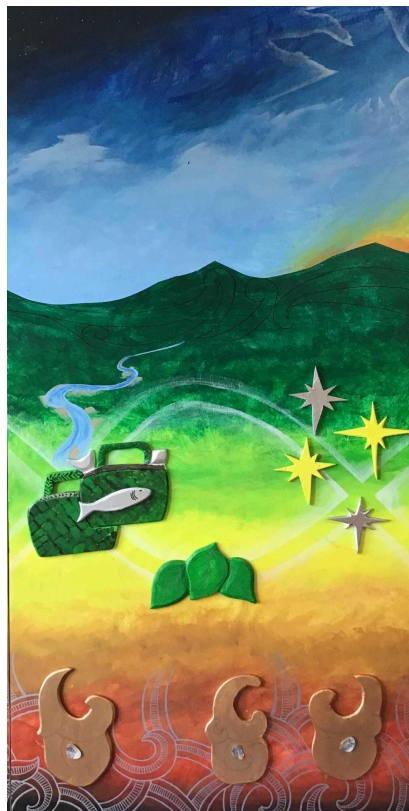
Te Reo Maaori is the principal language of instruction and communication at Te Wharekura o Maniapoto. As a Level 1 Maaori-medium kura, between 80% and 100% of teaching and learning is delivered through Te Reo Maaori.

As part of our commitment to Ngaati Maniapoto taonga tuku iho and **Te Pua o Maniapoto**, our curriculum reflects the unique histories, landscapes, whakapapa, and aspirations of Ngaati Maniapoto me oona hapuu maha.

This place-based approach to learning is known as our **Eduscape**, where mokopuna learn through the stories, knowledge, and significant sites of our iwi. Through this, they develop a strong sense of identity, belonging, and connection to their whenua, whaanau, hapuu, and iwi.

MARAU A KURA

Our Marau aa-Kura is centred on Maniapoto and his siblings. Their stories, whakapapa, journeys, and connections to the whenua provide the foundation for learning at Te Wharekura o Maniapoto, strengthening the identity, knowledge, and sense of belonging of our mokopuna.



ASSESSMENT AND REPORTING

Assessment and reporting are important parts of supporting mokopuna learning and achievement. Whaanau receive a written report twice a year and are invited to meet with kaiako to discuss their child's progress, achievements, and next learning steps.

KURA SPACES

The names of our kura spaces reflect our commitment to the history, geography, and whakapapa of Ngaati Maniapoto.

Our classrooms are named after local streams and rivers, acknowledging the significance of the waterways that have shaped our rohe and connect us to our environment.

The main office is named in honour of **Te Mihinga Joseph**, whose generous gift of land made it possible for a school to be established on this site. This acknowledges her enduring contribution to education and the future of our mokopuna.

Our hall, where we gather for assemblies, celebrations, performances, and other significant kura events, is named **Maniapoto**. As the central gathering place of our kura, it recognises the mana and legacy of our eponymous ancestor and serves as a place where our kura community comes together.

Other offices and administrative spaces are named after Maniapoto siblings, acknowledging their importance within our iwi history and their central place within our Marau aa-Kura.

Through these names, our kura environment reinforces a sense of identity, belonging, and connection to the stories and places that are significant to Ngaati Maniapoto.

Ingoa	Description	Tau
Waipatootoo	He manga	1
Makahinga	He manga	2-3
Mapauriki	He manga	4
Mangawhitikau	He manga	5-6
Mangapuu	He awa	7-8
Mangokewa	He awa	9-10
Puniu	He awa	11
Waipaa	He awa	12
Waitomo	He awa	13



Ingoa Tupuna	Whakamaramatanga	Tari
Te Mihinga	Tupuna Whaea who gifted land that kura is on.	Reception Area
Rereahu	Rangatira of Ngaati Raukawa. Father to Te Ihingarangi and Maniapoto and his siblings.	Tumuaki Tari
Te Rongorito	Ancestor who was a healer. Ability to reconnect broken bones and stop bleeding. As well as the knowledge of sacred karakia in this healing process.	Tari
Kahuariari	Ancestors that had gifts in being able to heal and care for people especially expected mothers and tamariki. Midwife	Sick bay
Kinohaku	Kinohaku had a range of skills and knowledge. Two gifts that she is renowned for are in relation to Water and Flax. Kinohaku was a practitioner of traditional protocols in relation to waters and food gathering from the sea and rivers.	Staffroom
Maniapoto	Renown to be the warrior ancestor, versed in skills of weaponry and warfare. A strategic thinker. Protector of his siblings and lands.	Hall
Te Io Waananga	Te Io Wānanga was the celestial ancestor who could read the night skies, the moon and stars. He could also use the stars and night sky to navigate.	Science Room
Tuu Rongo Tapu aa rau	Like other siblings Tuurongo-tapu-aarau was an expert in making natural remedies for healing as well as knowing and preparing natural foods to maintain healthy living.	Technology Room

POUMARUMARU/BOARD OF TRUSTEES

The Board of Trustees is responsible for the governance of the kura. The board works to ensure the educational success and wellbeing of all learners.

The Board works in partnership with the Tumuaki to ensure the kura remains focused on achieving positive outcomes for all mokopuna while upholding the special character, values, and aspirations of Ngaati Maniapoto.

The Tumuaki is responsible for the day-to-day management and leadership of the kura, supported by the leadership team and staff.



Whaanau play an important role in kura governance through participation in whaanau hui, consultation processes, Board elections, and ongoing engagement with kura activities and decision-making.

Regular whaanau hui provide opportunities for whaanau to share ideas, contribute to discussions, and help shape the future direction of the kura.

Poumarumarū Member	Poumarumarū Member
Hina Tupaea	Kaihono, All Kaahui
Denise Marshall	Tumuaki All Kaahui
Pania Turner-Hughes	Attendance, Property, Curriculum & Employment
Stella Stewart	Attendance
Jaimee Tamaki	Policy
Amiria Wehi	Finance, Health & Safety, Wellness
Miria Rotana	Property, Health & Safety, Wellness, Curriculum & Employment
Pianika Waugh	Kaituhituhi
	Piiori Tautoko
	Mana Whenua Rep

SENIOR MANAGEMENT TEAM

Supports curriculum leadership, staff development and school operations.

Kaahui Kaiaarataki	Kaimahi
Denise Marshall	Tumuaki
Layelin Stewart	Tumuaki Tuarua
Te Aroha Papa	Kaihautuu Kura Maataamua
Kahuipani Rangiawha	Kaihautuu Kura Pootiki

KAIAKO

Deliver quality teaching and learning programmes.

Ingoa Tahī	Ingoa Whaanau	Tuuranga	Wāhi Ako	Tau
Kahuipani	Rangiawha	Kaiako	Waipatootoo	1
Kahuipani	Rangiawha	Kaiako	Makahinga	2-3
Roberta	Kaiwai-Paterangi	Kaiako	Mapauriki	4
Rangiaho	Leevey	Kaiako	Mangawhitikau	5-6
Tamara	Te Tuhi	Kaiako	Mangapuu	7-8
Stella	Stewart	Kaiako/Poumauri	Kura Maataamua	9
Hine	Stewart	Kaiako/Poumauri/SENCO	Kura Maataamua	10
Paige	Tuheke	Kaiako/Poumauri	Kura Maataamua	11
Te Awhina	Anderson	LAT/Poumauri	Kura Maataamua	12
Te Aroha	Papa	Kaiako/Poumauri	Kura Maataamua	13
Jaimee	Tamaki	LAT	Kura Maataamua	9-13
Lloyd	Keung	Specialist Maths	Kura Maataamua	11-13



SUPPORT STAFF

Provide administrative, learning support and operational services.

Ngaa Kaiaawhina

Hineaupounamu	Rotana	Kaiaawhina	Waipatootoo	1
Sharon	Raerino	Kaiaawhina	Makahinga	2-3
Tsonyah	Seymour	Kaiaawhina	Mangawhitikau	5-6
Matariki	Hughes	Kaiaawhina	Kura Pootiki	
Kia	Te Tuhi	Kaiaawhina	Mangapuu	7-8
Eru	Taane	Kaiaawhina/Sports Co-ordinator	Kura Maataamua	

Kaimahi Tari

Gaylene	Green	Kaitiaki Puutea Finance Administrator	Te Mihinga	
Tiana	Hapi	Kaiwhakahaere Office Assistance Attendance Officer	Te Mihinga	

Kaitaraiwa Wheene

Armagh	Putaranui	Van Driver	Piopio/Te Kuuti	
Himeona	Heke	Van Driver	Kihikihi	
Hina	Tupaea	Relieving Van Driver		

Kaiwhakapai Kura

Justine	Cribb	Kaiwhakapai kura		
Armagh	Putaranui	Kaiwhakapai whenua		



STUDENT WELLBEING AND SUPPORT

Te Wharekura o Maniapoto is committed to supporting the health, wellbeing, and success of all mokopuna.

BREAKFAST CLUB

The kura provides breakfast daily for all piiori. This programme is proudly sponsored by Fonterra and helps ensure piiori begin the school day well-nourished and ready to learn.

SCHOOL FRUIT PROGRAMME

The kura provides fresh fruit for all piiori through the School Fruit Programme. Fruit is delivered to the kura on **Mondays and Wednesdays** as part of the Ministry of Health's **Health Promoting Schools** initiative.

LUNCH IN SCHOOL PROGRAMMES

The kura participates in the **Lunch in Schools Programme**, which provides lunch for all piiori each school day. Lunches are provided at no cost to whaanau and are designed to meet the nutritional needs of growing learners.

KURA DOCTOR

Our kura doctor visits the kura weekly to provide health support for piiori. Whaanau will be informed of any appointments or referrals, and appropriate consent processes will be followed where required.

MOBILE DENTAL CLINIC

The Mobile Dental Clinic visits the kura annually to provide dental care and oral health services for all our piiori. Whaanau will be notified when the clinic is on site and of any follow-up treatment that may be required.

SOCIAL WORKER IN SCHOOLS (SWIS)

The Social Worker in Schools service, provided through **Marae PACT**, supports mokopuna and whaanau with social, emotional, and wellbeing needs.

EASEUP COUNSELLING

Counselling support is available through **EaseUp Counselling**, providing additional emotional and wellbeing support for mokopuna when needed.



WHAKAKAPI/CLOSING MESSAGE

We thank you for choosing to join our kura whaanau and look forward to working alongside you in supporting the learning, wellbeing, and success of your tamaiti/tamariki.

Together, we share the responsibility of nurturing confident, capable, and culturally grounded learners who are connected to their whakapapa, whenua, whaanau, hapuu, and iwi.

We encourage all whaanau to become actively involved in kura life through hui, celebrations, learning opportunities, and community events. By working together, we strengthen our kura and help ensure that the aspirations of our tuupuna continue to flourish through future generations.

Aaku mihi

Te Wharekura o Maniapoto

CONTACT INFORMATION

Te Wharekura o Maniapoto

 **Address:**
308 Oparure Road

Te Kuuiti 3985

 **Phone:**
07 878 6884

 **Email:**
office@maniapoto.school.nz

 **Website:**
<https://www.maniapoto.school.nz/>

 **Facebook:**
<https://www.facebook.com/groups/220088998088471>

Office Hours:
8:30am – 3:00pm



