



# Ellerslie School

EST 1877

"To be the best we can be."

## SCHOOL REMINDERS

Term Two | Week 1 | Monday 28 April, 2025 | [www.ellerslie.school.nz](http://www.ellerslie.school.nz) | [www.facebook.com/ellerslieschool](https://www.facebook.com/ellerslieschool)

### TERM 2 2025 REMINDERS AND MESSAGES

*Tena Koutou Parents and Caregivers,*

#### **WELCOME TO NEW STAFF AND FAMILIES**

Term 2 has arrived - welcome back! The school would like to extend a warm welcome to all new members of staff and new families who are starting with us for the first time. Welcome to staff members:

- Linda Sperring - Year 1 Teacher - GG27
- Sophie Atkinson- Year 1 Teacher - GG25 (starting Week 4)

We hope you have all had an enjoyable holiday with whānau and friends.

#### **NEW WIRELESS UPGRADE**

The school is having all its wireless hardware upgraded in Term 2. This is a government initiative through N4L which all schools are receiving. The upgrade involves installing new switches and new wireless access points (boxes) around the school. This will mean the network will be more reliable, faster and safer for all users. The upgrade is taking place between Tuesday 06 and Friday 09 May. From Tuesday (06 May) the internet will be down at the school so teachers will not be able to respond to emails until the network is back up and running which should happen during the week. Parents and caregivers can still ring the school on the normal school phone.

#### **EZ LUNCH**

There will be no sushi orders available for Tuesday 06 May. The EZ Lunch service will be available on this day and can be ordered on Kindo as usual.

#### **2025 ELLERSLIE SCHOOL DATES**

- **Term Two - Wednesday 30 April to Friday 27 June** (Holidays - King's Birthday 02 June, Matariki 20 June)
- **Term Three - Monday 14 July to Friday 19 September**
- **Term Four - Monday 06 October to Wednesday 17 December** (Holiday - Labour Day 27 October)

#### **ATTENDANCE**

Last term, 80% of students at Ellerslie attended school for at least 90% of the time. This was 5% higher than for Term 1, 2024. While this is a pleasing result and reaches the government's target, we can continue to improve on this. The focus now is to ensure we reach 80% of regular attendance in Term 2. In Term 2, 2024, 70% of students attended 90% of the time. Let's continue to work together to lift our attendance rates as we all know the importance of students attending school, everyday. Thank you for your support and please contact your child's guardian teacher if you require support with improving your child's attendance.

#### **SCHOOL TIMETABLE**

The school is continuing to operate a 4 session timetable. This structure will ensure we meet the government's requirements of providing an hour of Reading, Writing and Mathematics everyday. In the first week of the term teachers will talk to the students about the best way to manage their food and water intake during each day.

8.30am Bell	Learning areas are open for all students.
Block 1	8:50am - 10:00am

<b>Snack Break</b>	<b>10:00am-10:10am</b>
Block 2	10:10am - 11:20am
<b>Morning Tea Break</b>	<b>11:20am - 11:40am</b>
Block 3	11:40am - 12:50pm
<b>Lunch Break</b>	<b>12:50pm - 1:35pm</b>
Block 4	1:35pm - 2:45pm
2:45pm	School finishes for all students.

#### **BEFORE AND AFTER SCHOOL CARE**

Kelly Club continues to provide the school's before and after school care service. Their location will once again be in GG18 which is in the main two storey building downstairs in the Kauri Team area. To book your child into Kelly Club please contact Saskia Van Dijk at [ellerslie@kellyclub.co.nz](mailto:ellerslie@kellyclub.co.nz) or phone 02102639944.

#### **MEDICATION AT SCHOOL**

If your child requires the school to hold any medical equipment such as asthma inhalers or epi pens, please deliver these to the school office with a completed medical form, which can be found on the Ellerslie School website under "Forms and Info".

#### **PLAYGROUND SAFETY and SUPERVISION - PLEASE READ**

Please remember the school is not responsible for the supervision of any students using the playgrounds or outdoor facilities between 2.45pm-8.30am during the weekdays or any time on the weekends. Please be aware that no Ellerslie School staff will be supervising students after 2.45pm each weekday. This is due to staff being involved with professional development meetings and other commitments. **Students are required to leave the school site after the 2.45pm bell unless they are with caregivers, attending Kelly Club or engaged in a supervised activity such as sport training.**

Ngā mihi nui  
Nick Butler - Principal  
'To be the best we can be'

## **IMPORTANT DATES**

#### **UPCOMING SCHOOL EVENTS FOR YOUR DIARY - SAVE THE DATES**

Week 1: Wednesday 30 April - Term 2 begins  
 Week 2: Monday 05 May - Maths-a-thon starts  
 Week 3: Monday 12 May - Friday 16 May - Pink Shirt Week  
 Week 4: Friday 23 May - Matai Movie Night  
 Week 5: Friday 30 May - Maths-a-thon Day  
 Week 6: Monday 02 June - King's Birthday (public holiday- school closed)  
 Week 7: Monday 09 June and Tuesday 10 June - School Photos  
 Week 8: Matariki Celebrations- Friday 20 June - Matariki (public holiday-school closed)  
 Week 9: Monday 23 June - Mid Year Learning Summary available to families

*More events will be added to the school calendar once dates are confirmed. Please refer to the calendar on the school website or the school app for the most up to date information. (Dates can also be found under "Calendar" on the Ellerslie School App, and can be downloaded to your own diary.)*

## REMINDERS

### ABSENCES

If your child/ren are going to be away from school, please do one of the following **BEFORE 9:00 am** each morning:

- call the school (579-5477), press option 1 and leave a message on the answer phone
- use the Absence submission template on the Ellerslie School App
- send an email to [office@ellerslie.school.nz](mailto:office@ellerslie.school.nz)
- use the Absence submission form on the school website

Please clearly state your child/ren's name, Guardian Group and reason why they are absent.

### ATTENDANCE

If your child is away for 5 continuous days or more, please note that you are required to either:

- Before Travel - complete an "Application for Student Extended Leave Form" - [link](#)
- Illness which is not Covid-19 related - provide a Medical Certificate.

### LATE TO SCHOOL

If your child is late to school, please ensure that they report to the office immediately on arrival to sign in and collect a late slip to give to their teacher. These are issued at the **back desk** of the office, entry through the door between Rimu Pods 1 and 2.