

William Colenso College School Expectations

➤ **UNIFORM:** Must be worn correctly at all times (*please refer to uniform booklet*).

➤ **CELLPHONES / VAPES / EAR BUDS / HEADPHONES / AIR PODS:**

Year 13: Self-management of cell phone use.

Years 7 – 12: Cell phones, Vapes, ear buds, air pods or Bluetooth headphones are **NOT** to be used in classrooms or school buildings eg: Library, Te Whanau Ora, Gym etc for ANY reason ie: **phones cannot** be used as calculators, to check the time, to listen to music, to do research or for any other reason. Students are **NOT** permitted to take phone calls during class. If a parent / caregiver needs to contact students (for urgent matters only), please contact the front office. Cell phones must be on silent while in classes. Phones may be accessed before and after school and during breaks.

The process if a phone is out during class: The phone will be confiscated.

The phone will be delivered to the front office where a student can pick the phone up after school (3 chances only). If a phone is collected more than 3 times, a parent / caregiver will be required to collect the phone from the front office.

Refusal to comply: If a student refuses to hand their phone over to staff, a parent / caregiver will be required to attend a conference. The student will also lose the privilege of bringing a phone to school until the end of the school term. Continual issues or concerns with cell phones could result in the student being referred to the Board Of Trustees.

VAPES: The school **does not allow vapes**. They will be automatically confiscated and will only be handed over to a Parent / Caregiver.

➤ **BIKES:** Students are expected to ensure the safety of their own bike by using **their own bike lock**. There is a bike stand available for students to store their bikes.

➤ **STUDENT CARS:** Are to be parked off school site

➤ **SKATEBOARDS AND SCOOTERS:** **Are not** to be ridden in the school grounds. Students must negotiate with their teachers to store them in the classroom or storage area.

- **HAIR:** Long hair must be tied back when students are in workshops.
- **SCHOOL BELL** rings at 8.35am to indicated students need to start making their way to classes and a bell sounds at 8.40am for class to start. Students are to get to their classes promptly. The school day finishes at 3pm.
- **LEAVING THE SCHOOL GROUNDS:** Only Yr13's are permitted to sign out of school at lunch time. ***Yr7-12 are not permitted to leave school unless a parent/caregiver has contacted the Attendance Office or written a sign out note.*** This must be shown to their Form Teacher and then taken over to the Attendance Office.
- **CONFLICT:** Our school uses a 'restorative justice model' to resolve conflict. This can be as simple as students saying sorry to each other through to full meetings between families, school and sometimes Police representatives. The aim of this process is to acknowledge any wrongdoing, apologise and atone, allowing all parties to move forward positively.
- **STUDENT ID CARDS** can be ordered from the Front Office. Payment of \$11.00 must be received before order is placed.
- **HEALTH CLINIC:** The school has a Doctor and Nurse based over in the Student Support Centre. They are available to see students for medical conditions.
- **SOCIAL WORKER:** A SWIS Social Worker is also available to students.
- **GUIDANCE COUNSELLOR:** Available to all students .
- **CANTEEN:** The school has a canteen operated by Libelle, who are the providers of our Healthy School in Lunch Programme. A free nutritious lunch is available to all students at interval break at 11am. Students are welcome to bring their own food to school, we ask that fizzy drinks and lollies are not brought to school.
- **SCHOOL COMMUNICATION:** A school newsletter is sent our digitally (via email) placed on our school facebook page and school app every fortnight. All communications about school events will be placed on our school facebook page, school app and sent out via email. **School App:** On your Apple or Android cellphone (device) search for "School Apps NZ" and install the app with that name. Once installed please open the App and search for "William Colenso College" to get connected.