

Samuel Marsden Collegiate School
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Welcome to School 2016

Samuel Marsden Collegiate School



SAMUEL
MARSDEN
COLLEGIATE SCHOOL

Welcome to 2016!

It is January, the beginning of another year. It is January, named for the Roman god, Janus: the god of beginnings and transitions, gates and doorways ... and of young people's transition to adulthood. All of which are so relevant to Marsden and our community.

We welcome those for whom 2016 is a beginning: putting on their Marsden uniforms for the very first time, as nervous as they are excited. By the end of day one, they will already be starting to feel part of the Marsden family. Welcome, too, to those making a transition: from Preschool to Primary, or from Primary to the Upper School. Every threshold we cross is a marker on life's journey and so filled with anticipation for what's to come.

As you know, 2016 is a year of transition — of gates and doorways — for us all, as we anticipate the completion of our new Main Block in Term 2. If you have ever

renovated a house, you will know how much you look forward to the day when the builders have finished, everything is cleared away and it becomes — at last — your new home.

When a building is in progress, the details consume us. What sort of hinges do we want? What should the handles be? It is only when it is completed that we can properly appreciate the whole and reconnect with its purpose. Philosopher Alain de Botton writes that “The significance of architecture is premised on the notion that we are different people in different places and that it is architecture's

task to render vivid to us who we might ideally be.” We may have shaped our new building, but it, undoubtedly, will shape us.

And so, a new year, a new building, and a new beginning. Appropriately, then, a New Year's resolution: a renewed commitment by everyone in the Marsden family to help our young people make the transition to adulthood; a resolution by us all to help them render vividly who they might ideally be.



Jenny Williams
Principal



Head Girls Committee 2016, back row left to right: Molly McDouall, Laura Albiston, Betty-Alice Orr-McFaull, Caitlin Cresswell, Maya Duckworth (2016 Deputy head Girl), Nina Richardson (2016 Head Girl), Alexandra Buchanan. Front row, left to right: Eleanor Schwer, Tessa Dalgety-Evans, Megan Flannery, Tamara Warmerdam.

2016 at Marsden

Week 1 at Marsden

Primary School students Years 1 - 6

Primary School students go to their classrooms at 8.45am on Wednesday 3 February 2016. Please go to the Primary School office if you are unsure of the location of your classroom.

Year 10 students

Year 10 students will be at the Hillary Outdoors Education Centre for the week from Sunday 31 January. Students are to meet at the School Vera Street entrance on Sunday 31 January at 12.15pm.

Year 7 – 9 and Year 11 - 13 students

All Year 7 – 9 and Year 11 - 13 students start school at 8.25am.

The timetable for Years 7 – 9 and Year 11 – 13 students on Wednesday 3 February - Friday 5 February is as follows:

- Periods 1 and 2 will be spent with their form teacher or tutor
- Periods 3 and 4 will be academic lessons
- Periods 5 and 6 will be activities with buddies in House groups
- Year 9 students will have leadership activities on Thursday (periods 5 and 6) and Friday (periods 1 and 2).

Year 13 students

Year 13 Students will be at Silverstream Retreat from Thursday lunchtime to Friday lunchtime.

International Students

Marsden welcomes new international students from China, Japan, Korea and Singapore.

If there are any other details you would like to discuss before coming to school please contact the school office on (04) 476 8707.

Term 1

Wednesday 3 February – Friday 15 April

Term 2

Monday 2 May – Friday 8 July

Term 3

Monday 1 August – Friday 23 September

Term 4

Tuesday 10 October – Thursday 8 December

Absences

It is very important that parents please notify the School by 8.30am of their child's absence or lateness. Please email absences@marsden.school.nz or call (04) 476 8792. Messages may be left 24 hours a day using either of these services. Parents are asked not to request leave or time out of school for students during the term unless absolutely necessary.

If an absence is required the request should be made well in advance, in writing, to the Principal. Dental and medical appointments and driving lessons should be made outside school hours.

Staff

We begin the year fully staffed with teachers who are all highly committed to the learning and care of their students. Our staff members are the key to the successful programmes at Marsden. Please do not hesitate to contact them when necessary. Names of key contacts can be found on our website and email addresses of all staff can be found by going to MyMarsden Karori.

Senior Management Team

Members of the Senior Management team are:

Jenny Williams, Principal
Margaret Adeane, Academic Director
Anne Field, Director of School Pastoral
Nev Gajadhar, Business Director
Celia McCarthy, Director of Marsden Primary, Preschool
Anne Winnall, Director of Marsden Whitby

Deans

Wendy Carroll, Dean Years 7 - 10
Jane Hazelton, Associate Dean with responsibility for Year 8
Anita Stark, Associate Dean with responsibility for Year 10
Year 7 and 9 parents please use Wendy Carroll as your contact.

Anne Field, Dean Years 11 - 13
Carolyn Towell, Associate Dean with responsibility for Year 11
Pam McConchie, Associate Dean with responsibility for Year 12
Year 13 parents please use Anne Field as your contact.

Sarah Harvey, Dean of International students.

New Staff

We warmly welcome new Physics and Science Teacher Richard Kleingeld, and farewell Karen Wang, Mike Savage and Richard Larsen.

Police Vetting

The school endeavours to provide the safest possible environment for students. Staff are police checked and the school requires any adults with responsibility for, or contact with, students to agree to a police check or to sign a self-declaration form.

This includes parents who volunteer to coach or manage a sports team or cultural group, who accompany a school field trip, accompany camps etc. The staff member involved with the activity will provide the appropriate forms to volunteers or these can be obtained directly from Marcella Burke, marcella.burke@marsden.school.nz.

The names of all adult volunteers will be made available to the parents of all students participating in any trip, excursion, sports or cultural activity or camp. This may be via a further letter or email to parents if a first letter is sent seeking volunteers. If a parent has concerns about the suitability of any volunteer (from a student safety perspective) they should raise this with the staff member arranging the activity.



Your Child's Safety

Civil Defence and Emergency

In an emergency the school will look after all pupils until they can be collected. Please note that in a civil defence situation, only caregivers or those people you have specifically named as emergency contacts can collect your daughter or son from school.

This applies to all students from Preschool to Year 13. Each year you are asked to check your contact details and the emergency contacts you have provided. Please take the opportunity to update this information with the school so that it is accurate in case of a civil defence emergency.

Safety around cars

Please do not drive in the school grounds when delivering or collecting children. Pupils must be dropped outside the school grounds at all times, unless special arrangements have been made. As there have been a number of 'close calls' involving cars and students, the Vera Street entrance is closed from 3.00pm – 4.00pm and the Donald Street entrance is closed from 8.00am – 4.00pm for safety reasons.

Please respect our neighbours and avoid turning into their driveways whenever possible. Some of our neighbours have reported damage to their drive and surrounding grass edges. We also ask that drivers observe all yellow 'no stopping' lines.

The Main Block rebuild will continue throughout Term 1. Please observe the parking restrictions that are in place at this time. We also ask that students do not use the back driveway to walk to and from class during this time.



Emergency Food Supplies

The school makes provision for emergency situations but relies on parental assistance for food supplies. Food is required to feed the entire school population for a minimum of three days.

We never know when an emergency might occur so we would appreciate all items be delivered to the school by Wednesday 17 February 2016. If food is not received by this date there will be a small charge to your account to cover the purchase of such items by the school. The expiry date on the food should show a date later than December 2016. The exception to this expiry date is long life milk but please try for a distant expiry date there too.

Students are asked to take the food to their class teacher (Marsden Primary) or Form / Tutor Teacher (Years 7 - 13). Each student should bring at least two items of food (but any extra supplies will be gratefully received). Students are also asked to bring one box of tissues please. These are used as multi-purpose hygiene products.

Each year group is asked to bring something different to ensure there is variety of food available. Please bring the following:

Preschool	Ready-to-eat meal (does not require water).
Year 1	Ready-to-eat meal (does not require water).
Year 2	Canned spaghetti
Year 3	Unsweetened canned fruit
Year 4	Canned vegetables e.g. corn, beetroot, carrots
Year 5	Canned meat or fish
Year 6	Baked beans
Year 7	Breakfast cereal
Year 8	Canned vegetables e.g. corn, beetroot, carrots
Year 9	Canned bean or potato salad
Year 10	Canned meat or fish
Year 11	Long-life milk (not milk powder)
Year 12	Unsweetened canned fruit
Year 13	Muesli/snack bars, cracker packs e.g. Le Snaks.

The food will be given to the City Mission in December if unused in 2016.

Technology

School App

Marsden School is introducing a School App in Term 1. This will allow for efficient and timely communications of school information. It will be compatible with Apple and Android devices. We will let you know when it is available to download from the App store.

Care Monkey

This year we are introducing 'Care Monkey', an automated system to collect medical and emergency information, permission slips and forms that we need from parents. It will save time and provides a convenient system and secure way to share information as required by the school for various events.

MyMarsden

MyMarsden (also known as Ultranet) is where you can find all the day to day bits of information to help with life at Marsden e.g. staff email addresses, school calendar, school news (student and school achievements), exam information, career information, uniform shop hours etc.

The Karori and Whitby campuses each have their own MyMarsden. You can access MyMarsden from the top right hand corner of our website marsden.school.nz. The direct link to MyMarsden Karori is marsden.ultranet.school.nz/Home/. Please feel free to scroll through the menu on the left hand side to familiarise yourself with the school information available there.

It is also a meeting place for our Alumni and our Parents' Association.

BYOD

The 'bring your own device' (BYOD) programme has been very successful in the last two years and is now a compulsory requirement for Years 7 - 13 students. Learning is changing and students need to have access to their own device. All students are to bring their device to school for lessons.

We are very excited about this opportunity to enhance learning and you can find more details about our strategy, recommendations for a device, and the possibilities of integrating eLearning on our website. You can access this from the MyMarsden, Marsden i-SITE, Digital Devices <http://marsden.ultranet.school.nz/WebSpace/4749/>

Staying up to date

School newsletters and notices

Marsden School will send out a weekly newsletter with a message from the Principal, administrative notices and upcoming dates. The school newsletter is the best way to keep up to date with information and events at school, which apply to your child.

The newsletter will be sent via email, and through the School App once available, every Friday. The first newsletter is due out on 29 January 2016.

There will be links from your email/ App newsletter to the school calendar and relevant school notices pages on MyMarsden Karori: Preschool / Primary, Years 7 - 10 and Years 11 - 13.

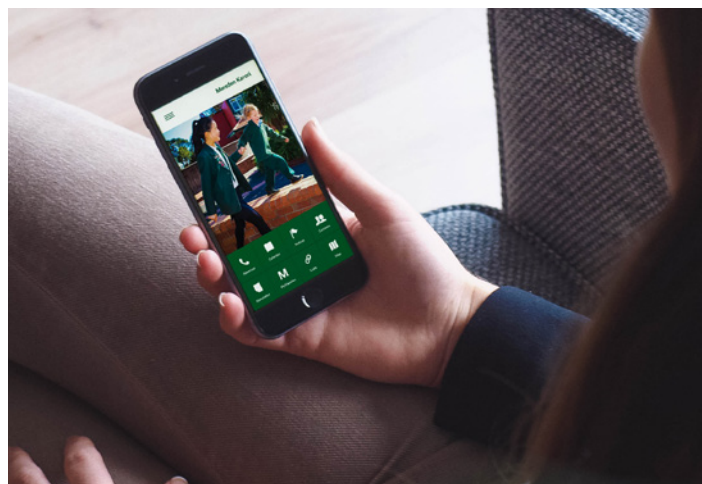
When the School App becomes available you will be able to join relevant groups e.g. Preschool, Primary, Form class, sports teams, co-curricular groups etc. Staff may then send notices specific to your groups via the School App as required.

Note: if you cannot open links from the school newsletter on your mobile device please check whether you have the latest operating system, or try opening in another browser e.g. Google Chrome.

2016 School Calendar

The 2016 calendar is available on MyMarsden Karori www.marsden.ultranet.school.nz/Home/. There will be a link to this from the school newsletter each week, and through the School App when it becomes available.

Where applicable, entries will show the year groups they relate to.



Marsden School App

Uniforms & Stationery

School Stationery

Stationery lists for 2015 are available on the website www.marsden.ultranet.school.nz/WebSpace/4030/. We also offer a simple online purchase option through the OfficeMax MySchool website. To use this service, go to the stationery page on the Marsden website and click on MySchool. This takes you to the Marsden Karori page on their site. Please enter your daughter's name and details and select her subjects. Orders over \$57.50 qualify for free delivery to your home or workplace. In Years 1 - 6 exercise books are provided by the school.

School Uniform

Now is the time to check that school uniforms are ready to go for the first day of school. Please ensure uniforms are clean and pressed.

Uniform Shop

Second hand clothing may be dropped off to the Uniform Shop between 9am – 10am on Wednesday 27 and Thursday 28 January 2016.

You can also leave clothes at the main school office before this time. A uniform 2nd hand sales form can be found on the school website (<http://marsden.ultranet.school.nz/WebSpace/4741/>) and this must be completed at the time of depositing clothing. Please note we cannot accept any clothing without a completed form. Blazers, skirts and pinafores must be dry cleaned and in a fit condition to sell. All other clothing must be laundered.

The Marsden Uniform Shop is located at 153 Karori Road in Marsden Village, with access from the car park in Marsden Village. The shop will re-open for general purchases on Monday 1st and Tuesday 2 February between the hours of 9.00am – 3.00pm.

Over the Christmas/holiday period Sonja Braddock can be contacted by email on sonja.braddock@marsden.school.nz.

Uniform shop hours for 2016 are:

Mondays	8.00am – 9.00am 12.00pm – 5.00pm
Wednesdays	12.00pm – 5.00pm

Sun smart policy and hats

Students are required to wear a school hat or cap when outside during Terms 1 and 4 between 11.00am and 3.30pm. Hats/ caps are available at the uniform shop and should be worn during lunch, sport, excursions and other outdoor activities.

Cafeteria services

Alliance catering (Spotless Services) will continue to operate our School Cafeteria. The Cafeteria will be open on Wednesday 3 February and run from 8.00am – 1.30pm during the term. The Cafeteria provides a range of healthy and nutritious food and operates on a cash or EFTPOS system.

Parent/teacher coffee evenings and BBQs

The Parent/ Teacher Coffee evenings are an opportunity for you to meet the Deans and Form Teachers and particularly to meet parents of other students in your daughter's class.

The coffee evening for parents of Year 7 – 13 students will be held on Wednesday 10 February at 7.00pm. Please meet in the School Auditorium, followed by a cup of tea or coffee in the Cultural Centre.

The Primary School Year 1 – 6 Parent coffee evening will be on Wednesday 17 February at 7.00pm. Please meet in the Primary school vestibule. The Preschool is running a Parent BBQ on Tuesday 8 March at 3pm.

There will be a welcome BBQ for all new and current international students and their host families on Wednesday 3 February in the school Cafeteria and Cultural Centre at 6.30pm. Please contact the International Students Dean Mrs Sarah Harvey sarah.harvey@marsden.school.nz to confirm your attendance.



Winter Uniform

Sports and Culture

Sports Programme

At Marsden, we believe that sports teaches students about sportsmanship, teamwork, courage and healthy physical activity. We want the girls to be gracious winners and good losers. We'd like all girls to take up a sport in 2016. All sports' information, registrations and other details can be found on the Samuel Marsden Collegiate School Sports website.

Girls participate in activities which range from rowing, badminton and table tennis to our highly competitive hockey, netball, cricket and football teams. We have 70 Marsden teams competing in over 25 different sports around the region, one of the highest participation rates in the country. Girls can also join the school gym - there's something for everyone!

We are lucky to have the energetic support of parents in all our sports. The Friends of Netball, Friends of Hockey and Friends of Rowing are particularly strong social and fundraising groups within the school.

All information regarding codes, annual events and online registrations will be available from Monday 18 January. If you have any queries please contact the school on (04) 476 8707, and your query will be passed onto the appropriate staff member.

Cultural Programme

Marsden offers a wide range of cultural activities and there are many opportunities for your daughter to get involved.

Playing and enjoying music at Marsden opens the door to a life-long appreciation of the performing arts. We have choirs, orchestras, rock bands, flute ensembles and hand bell ringing, as well as the academic Music curriculum which includes our fun and innovative Year 7 Band programme. Specialist teachers are available during the school day for students to have private tuition in the instrument of their choice.

Our Composer-in-Residence programme gives music students the very real opportunity to experience a composer at work. During their residency, the composer takes workshops with the girls and composes a unique piece of music for Marsden.

We encourage our girls to join the School Production or Stage Challenge which run on alternate years. Performing as a team in front of an audience builds confidence and great camaraderie. For those not seeking the limelight we offer lighting workshops alongside the school production.

There are opportunities to perform in the Sheilah Winn Shakespeare Festival, debating, or take Speech and Drama lessons from our specialist tutors.

Junior Production 2016

The Junior Production for 2016 will be 'Seussical the Musical'. The show dates will be 10 – 12 May 2016. Auditions are open to all Year 7 – 9 students and will be held on Sunday 31 January from 1.00 – 4.00pm. Registrations for all students wishing to audition for leads and chorus will need to be submitted to Ms Smith by Friday 29 January. Please download a registration form from the school website <http://marsden.ultranet.school.nz/WebSpace/4973/> and submit by email to dianne.smith@marsden.school.nz

2016 Cultural Book

The 2016 Cultural Book contains information on the range of activities at Marsden and can be found on MyMarsden Karori at www.marsden.ultranet.school.nz/WebSpace/4736/ from the end of January, along with the online registration form. If you have any questions, please email the Cultural Coordinator, Miss Sarah Wilson on (04) 476 8792, extension 844.

It is really important to us to recognise the success of our students in cultural activities. Please email sarah.wilson@marsden.school.nz if your daughter has achieved something that should be celebrated. If you have any queries please contact the school on (04) 476 8707, and your query will be passed onto the appropriate staff member.



Preschool and Primary School

The staff of Marsden Primary and Preschool are very much looking forward to having the children back at school again and to meeting all our new students. The Preschool day runs from 8.30am until 3.30pm. The Primary School day begins at 8.45am and finishes for all students from Year 1 - 6 at 3.15pm.

Parents of girls in Year 1 – 6 will have received an email during the holidays, letting you know who your daughter's class teacher is for 2016. As usual, the school has been a hive of activity as teachers busily prepare their programmes for the new term.

A warm invitation is extended to all parents to come along to our Primary school coffee evening on Wednesday 17 February at 7.00pm. This will begin in the Primary vestibule for parents to meet the specialist teachers and to hear about their daughter's class programme. Tea and coffee will be provided after the class meetings and this will be an opportunity to meet other parents. This event is always well attended

and takes no more than about one and a half hours. We look forward to seeing you there.

The Preschool invites all parents to a barbeque on Tuesday 8 March at 3.00pm.

The Primary School runs a number of parent/ student events throughout the year, as well as Open Days, School in Action and Discovery/ Bring a Friend Days. Towards the end of Term 4 it was wonderful to have so many girls and their parents visit us on Bring a Friend/ Discovery Day. We also had several opportunities for our choirs and music groups to share their talents in the second half of Term 4 last year – at the Homewood (British High

Commissioner's residence) Save the Children fundraiser; the Midland Park fundraiser for Wellington City Mission; and the Botanic Gardens children's concert where we took part in a concert at the Soundshell.

We very much look forward to seeing you all on the first day of school, Wednesday 3 February.

Ad summa!

Celia McCarthy
Director of Marsden Primary

“
Each term Preschool children choose one or two topics and explore them through art, drama, construction and imaginative play. As teachers we are excited when we see the children enthused and engaged, creating, cooperating and inspiring each other”

Anne Cave
Head of Preschool



From our Chaplain

Kia ora whānau,

As Samuel Marsden is an Anglican school, you may be interested in the Anglican Church's core values.

The Anglican Church is a global community, found in most places on earth. Globally we have identified five 'Marks of Mission' which are:

- To proclaim the good news of the Kingdom of God
- To teach, baptize and nurture new believers
- To respond to human need by loving service
- To transform unjust structures of society
- To safeguard creation and sustain and renew the life of the earth

In 2014 the Wellington Diocese was involved in facilitating a national discussion on child poverty and in 2015 our

parishes committed themselves to organizing our response to the refugee crisis.

With the new building at Marsden set to be completed by April, we are looking forward to re-planting our vegetable garden (for use in food technology and at the Wellington City Mission), and getting our composting system up and running again. Also under way is a school-wide plan for comprehensive recycling.

Our prayer is that the whole school community will get on board with these initiatives through joining the garden club, and playing their part in recycling, both at school and at home.



Sarah King
Marsden Chaplain



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