



# Kerikeri High School



# Pepehā o te kura



**Tū mai tōku maunga ko Pōkākā  
E rere atu nei te awa o Te Wairoa**

**Standing majestically is my mountain Pokaka  
Where the stream of Te Wairoa flows down**

**Raro nei i te mana o ngā tūpuna  
Ko Hongi, ko Rewa, ko Tāreha**

**Entering into the river of chiefs  
Swirling at the base of Kororipo Pā**

**Te marae ko Te Pou o Manakō  
Te kura ko Te Kerikeri  
Tihewa mauri ora**

**The ancestral fortress of Ngāpuhi  
Immortalised by Hongi, Rewa and Tāreha**

**Riporipo tau ana ki Te Awa o ngā Rangatira  
Tiro kau atu ki te pā o Kororipo**

**Our marae is Te Pou o Manakō  
Embraced by the school of Te Kerikeri**

## Our School Vision

**Empowering lifelong learners in the pursuit of personal excellence  
Ako tonu kia pūmau te hiranga o te tangata**

*Nau mai, haere mai ki Te Kura Tuarua o Te Kerikeri.*



We are proud of our warm and caring school, where we work hard to serve our diverse and kind-hearted community. We believe strongly in personal excellence and achievement at its highest levels, and in students participating fully in all aspects of school life across the Four Cornerstones of a balanced education

- Academic
- Sporting
- Cultural
- Leadership with Service

Our students become positive, connected and successful lifelong learners and they thrive in our busy environment.

Our school sets and expects high standards, and as a PB4L (Positive Behaviour for Learning) School, we explicitly teach and positively reinforce our expectations and values, in our school expressed by the acronym WAKA:

**We are Learners - Whaia te Matauranga**  
**Act with Respect - Manaaki te tangata**  
**Keep Ourselves Safe - Tiaki tangata**  
**Always Proud - Kia manawanui**

We enjoy a close and strong connection with our local hapu, Ngāti Rēhia, and we recognise them as kaitiaki of our rohe. We strive to make our school a bicultural setting where all our students feel a sense of whanaungatanga and belonging.

We know that the best learning comes from a close relationship between home and school.

There is something for everyone in our inclusive and rich environment.

We look forward to having you and your child as a part of our school community and we look forward to a positive partnership with your family.

Welcome once, welcome twice, welcome three times to Kerikeri High School.

A handwritten signature in blue ink, which appears to read 'M. Clent'.

Mr Mike Clent  
Principal



## PROSPECTUS

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# Our Shared WAKA Behaviour Expectations for our School



Be open to learning and seize opportunities  
Show commitment to learning  
Arrive on time  
Have the right equipment to learn



Take responsibility for your actions  
Use respectful language with and towards others  
Be a respectful learner



Think before you speak and act  
Use equipment safely and appropriately  
Use electronic devices safely and appropriately



Represent yourself, your whānau and your school with pride  
Wear the dress code correctly  
Treat property with respect



# School Policies and Procedures

All Kerikeri High School policies and procedures are available for reading through our School website. This is managed by SchoolDocs via the following login details:

Username: kerikerihigh

Password: waka

## Four Cornerstones of a Balanced Education

We believe strongly in achievement at its highest levels, and in students participating fully in all aspects of school life across the Four Cornerstones of a balanced education. At Kerikeri High School, the Four Cornerstones are a foundational philosophy that guides our approach to providing a holistic education. These Cornerstones are:

**Academic:** Emphasising high academic achievement both in the classroom and across a range of extracurricular academic opportunities to prepare students for future success.

**Sporting:** Encouraging participation in a wide range of team and individual sports to foster teamwork, physical wellbeing, and competition.

**Cultural:** Promoting cultural awareness and involvement through various creative activities such as music, drama, the visual arts, debating, and kapa haka to name a few.

**Leadership with Service:** Developing leadership skills and encouraging service and contribution for the greater good.

These Cornerstones are designed to help students become well-rounded individuals by engaging in a variety of activities that enhance their personal growth and development. Through the Four Cornerstones our students become positive, connected, and successful, and they thrive in our busy environment. Our school values, expressed through the acronym WAKA, support this philosophy by emphasising Learning, Respect, Safety, and Pride.



# Academic

Kerikeri High School is committed to providing excellence in education, recognising the individual needs of our students, and to fostering pride among our students and in the community. We offer education to students from Year 7 to Year 13.

Kerikeri High School is accredited by the New Zealand Qualifications Authority under the provisions of the Education and Training Act 2020 to provide education and training for school subjects and vocational courses.

All students study the New Zealand Curriculum in the Junior School and will be offered a range of subjects, and greater specialisation will take place in the Senior School where a very wide range of courses is offered.

The school is unstreamed throughout. This system has proven its worth. Students will be encouraged to take courses which suit their abilities and with individual course counselling we aim to develop an educational pathway for each student.

A Learning Enrichment Network exists to identify and support students with significant learning needs. Students may receive assistance from a Learning Enrichment Teacher or Teacher Aide in the classroom or in a special programme. Parents will be involved in developing individual educational programmes for students with special educational needs.

Students who will benefit from enrichment and extension are also identified and a range of opportunities are provided for them.

We offer a very large number of courses as listed in the Junior and Senior Curriculum Guides. The viability of some courses will depend on the number of students wishing to study the course.

## The Junior School

Each child will be placed in a Form Class. These classes are given the code name of their Form teacher.

In Years 7 and 8 the class will do all their subjects together. In addition to the compulsory core subjects, the students will study Technology, Music and Art. We aim to provide all students with skills to enable them to cope effectively with information technology.

In 2027, Years 9 and 10, in addition to the compulsory core subjects, students will select at least two Technology and one Arts subject and one additional option making a total of four options.

The courses offered in the Junior School are fully described in the [Curriculum Guides](#).



## The Senior School

Kerikeri High School offers a full range of courses as detailed in the Senior Curriculum Guide.

These senior courses include:

Agricultural and Horticultural Science, Automotive, Biology, Business Management, Business Studies, Calculus, Chemistry, Design and Visual Communication, Digital Technologies, Drama, Economics, English, Entertainment and Event Technology, Fashion Design, Geography, Health Studies, History, Hospitality, Mathematics and Statistics, Music, Outdoor and Environmental Education, Physical Education, Physics, Pathway Studies, Sciences (General, Life & Environmental, Biochemical, Physical and Chemical), Spanish, Te Reo Māori, Te Ao Haka, Technology (Metal, Wood), Tourism, Visual Arts (Design, Painting, Photography).

The courses offered in the Senior School are fully described in the [Curriculum Guides](#).

We have a strong academic record, and we are very proud of the academic achievements of our students.

As at junior levels, we aim to provide the education appropriate to your child's needs and abilities. Students may study courses at more than one level, and we will support students with information and course counselling to put together the most appropriate course for them. We offer a full range of NCEA and Scholarship subjects. Other qualifications are also available in some subjects.

We strongly believe that Kerikeri High School should provide a balanced education for students, and a range of life skills and recreational courses are offered at senior levels. Students are placed in Form Classes in the Senior School according to Year Level.

## Academic Opportunities

The school has outstanding facilities, and we acknowledge the support of the Kerikeri community in providing such a fine learning environment. We look forward to showing you around the school on our Parent and Whānau Evenings.

The academic opportunities for students at Kerikeri High School include achievement in the National Certificate in Educational Achievement (NCEA) and in addition, competitions such as the Top Energy Science and Technology Fair, Mathex competitions, Australasian and other Academic competitions. The school offers enrichment opportunities to identified students. Academic achievement is recognised at Kerikeri High School at Celebration Assemblies and Prizegivings.

The elite academic awards of Dux and Proxime Accessit are presented to Year 13 "Top Scholar" students who, in addition to achieving at the highest level academically, are also achieving at an outstanding level in other areas across the Four Cornerstones.



# Sporting

## Sporting Opportunities

To build student confidence and self-esteem, to teach respect for others and to develop skills and abilities, Kerikeri High School places great emphasis on its wide range of sporting opportunities. This is reflected in the enthusiastic participation of students across a very wide range of activities.

The sports that are offered at Kerikeri High School include Adventure Racing, Athletics, Badminton, Basketball, Chess, Clay Target Shooting, Cricket, Cross Country, Croquet, Equestrian ODE, Dressage and Show Jumping, Football, Futsal, Golf, Hockey, Inline Hockey, Mountain Biking, Netball, Rugby, Rugby Touch, Rugby Sevens, Sailing, Squash, Stand Up Paddle Boarding, Surfing, Swimming, Tennis, Table Tennis, Ultimate Frisbee, Volleyball and Waka Ama. We want all of our students involved in the wider life of the school.

We endorse Sport New Zealand's initiative on Fair Play which recognises the school's commitment to ensuring that Kerikeri High School students participate in a sport with integrity, sportsmanship and honesty. Balance is better.

The school has a recognised Smokefree and Vape-free status both in the sporting sense and within the entire school campus.

Through the assistance of Sport New Zealand funding, the school has the services of a Sports Co-ordinator and Sports Administrator. This ensures that the quality of the Sports programme offered is continually high and available to all students.

Sports equipment is available for students to use at lunchtimes. Physical Education staff open the Physical Education store each lunchtime to offer a variety of equipment for students to use at that time.

Students are recognised for long term Senior Sporting Commitment after two years of commitment to a school team or individual representation.



# Cultural

## Cultural Opportunities

Students are able to take part in Drama, Public Speaking, Auctioneering and Debating. Our music groups include our Rock groups.

Instrumental tuition is available to students in a variety of instruments. There is a charge to cover materials.

The Kapa Haka groups practise and perform regularly, representing the school with mana, dignity, and strength.

## Te Kotahitanga

Te Kotahitanga is a mātauranga Māori concept that refers to unconditional and relentless commitment to oneness of purpose, togetherness, solidarity, and collective action. At Kerikeri High School, Te Kotahitanga is our culturally responsive and relational pedagogy.

Our kaupapa is to set some basic expectations for teaching and learning at Kerikeri High School. The rationale is to reduce as much as possible the variation between classrooms and create the expectation that teachers will use high impact teaching strategies to engage our students in successful learning. The expectation for teachers is that a consistent lesson structure is followed with as few exceptions as possible.

## Arts

The Kerikeri community has a strong interest in the Arts. This is reflected in our school which has a strong reputation locally and nationally in the Visual Arts.

The Performing Arts based in our modern Performing Arts complex adjacent to the Auditorium provides the opportunity for students to participate in curricula and extra curricula drama and music. Kerikeri High School has a strong reputation in the Performing Arts and is one of the few schools to offer Entertainment and Event Technology. Students have the opportunity to participate in major drama and musical performances.



# Leadership

## Student Leadership Opportunities

Students at Kerikeri High School are given, and capably assume, leadership responsibilities in many ways.

All Year 13 students are eligible to apply to be a Kerikeri High School Prefect. The successful Prefects are given leadership training and make a strong and positive contribution to the running of the school. A Head Boy, Head Girl and Deputies are also selected. Prefects work with Class Representatives and the Dean of each Year Level, take a leadership role with the elected Student Council, and initiate and support activities for the benefit of all students. Prefects are positive role models and foster pride in our school.

The Student Council, chaired by the Head Girl and Head Boy, meets regularly so that students can have an input into the running of the school. A Class Representative is selected for each Form Class and through their Year Level Prefects or directly, they are represented at the Executive Student Council table.

Peer Support is a programme where senior students are trained to lead small groups of junior students in weekly activities throughout the first term. These links are very important between our senior and junior students, and we appreciate the contribution our senior students make to Junior School camps and tutorial activities.

The KERI Reading Programme, and coaching sports and teams such as Debating provide other opportunities for our senior students to develop their leadership potential and for their skills and abilities to be used for the benefit of others.

There are a range of Te Ao Māori Leadership roles at Kerikeri High School. Kaitātaki wahine and Kaitātaki tane lead our Roopū Kapahaka, Te Pou o Manakō.

During Pōwhiri and Mihi Whakatau, students can represent our School as Kaikaranga, Kaikarakia, Kaikōrero and Kaitaki.



## Education Outside the Classroom

Kerikeri High School offers an extensive education outside the classroom programme. In Term 1, Year 7 students, with their Year 13 Peer Support Leaders, enjoy a Peer Support Camp. Year 8 students participate in a 1 day team and relationship building trip and Year 9 students attend a 2 day, 1 night team building camp.

The Year 13 students participate in a Leadership Training Camp.

Field Trips are subject based. Field studies are an essential part of many subjects including History, Geography, Science, and Social Studies. In English, Music, and Performing Arts trips are made to see films, plays and stage shows. Visiting groups often perform for students at school.

In addition, students are also offered many opportunities to visit tertiary institutions.

Other opportunities include those provided through week-long courses at the Hillary Outdoors Centre in Turangi.

## International

We are pleased to host in our award-winning International Department, fee-paying overseas students who come for a unique cultural experience of living and studying in New Zealand as well as participating in our leading Sailing Academy and Academic Plus programmes. Students come from Europe, Asia, North and South America. We welcome exchange students from many parts of the globe.

New Zealand students have the opportunity of being Kiwi Buddies to the new International Students to help them integrate into school and Kerikeri life. Lifetime friendships often start with the contact between our overseas students, New Zealand students and homestay families.

International students are happy to share their culture with your family. If you are interested in becoming a host family and join our fun and caring host family community, please contact our International Department on 09 407 0163 or email [accommodation@kerikerihigh.ac.nz](mailto:accommodation@kerikerihigh.ac.nz).



# Excellence and Innovation

## Specialist Facilities

Kerikeri High School has modern learning environments with welcoming classrooms, Auditorium, a large vibrant Library, Gymnasium, and the use of a swimming complex which includes a diving pool. We have a huge range of specialist facilities, a modern Performing Arts Complex, including Music facilities and a high-tech Technology and Arts Complex. Other facilities include a Learning Enrichment Centre to cater for individual student needs, our Whare Hui, Te Pou O Manakō, and extensive playing fields and gardens.

Kerikeri High School has extensive computer access for students including specialist information technology classrooms and learning commons, as well as a state-of-the-art School-wide Wi-Fi Network. We also have an increasing number of portable sets of Computers On Wheels, or COWS, which are Chromebooks. Teachers can access these for class use.

## Sailing

Kerikeri High School and the Kerikeri Cruising Club have produced winning sailors in national, inter dominion and world regattas.

Kerikeri High School has won the New Zealand Secondary Schools' Teams Racing Yachting Championships sixteen times since 1993, going on to contest the Inter Dominion Teams' Racing Yachting Championship against the top Australian secondary school.

Kerikeri High School students and past students have won World Teams' Racing Titles, and many Kerikeri High School sailors have competed successfully at world level, including at the Olympics and Americas Cup campaigns.



# High Standards

## Our Expectations

Students at Kerikeri High School are given, and capably assume, leadership responsibilities in many ways.

Our happy and successful school observes high standards of behaviour. We strive to base all behaviours on our WAKA values.

**We are Learners**  
**Act with Respect**  
**Keep Yourself Safe**  
**Always proud**

Whāia te mātauranga  
 Manaaki te tangata  
 Tiaki tangata  
 Kia manawanui

We aim to develop self-respect, a pride in the school and a pride in appearance. We actively seek to promote a 'culture of care' for all in our school.

Theft, bullying, intimidation and violence will not be tolerated. The school will apply discipline to students involved with alcohol, drugs, smoking and vaping at school. Stand Down, Suspension or Exclusion may well result.

## Respect for Environment

We encourage all students to protect the school environment. Students are encouraged to report any damage seen, to keep the school environment clean by not dropping litter and to assist us by picking up litter. We have very little vandalism but if students cause damage to school property, they may be required to pay for it. Students can join our SAVE group (Saving All Valuable Environments), helping both the school and community.

## Smokefree and Vapefree

Kerikeri High School is proud to be Smokefree and Vapefree. Smoking and vaping is forbidden at school and when a student is in school uniform. Our policy includes all students, staff members and visitors to the school. We are setting a good example for the young people. Please help us to enforce this policy.



# Confidentiality

We have a Personal Information Procedure that applies the principles of the Privacy Act to Kerikeri High School. Information is disclosed as required, to appropriate Government agencies, for example, to enable our students to be enrolled for examinations with the New Zealand Qualifications Authority.

We require information from parents and contributing schools to assist with our enrolment process.

Further information can be found on our school website under [Kerikeri High School Enrolment Privacy Statement](#)

Please contact the school if you do not wish us to disclose any information to external health providers, e.g. dental services.



# About Us

## Parent/Caregiver Handbook



Our school crest depicts aspects of life in the Kerikeri area.

The stylised fern frond (LH) represents growth and the unfolding of knowledge through education.

The stylised blue and white plough (bottom RH) recognises the importance of the area in food production and retains this major feature of past school emblems.

The white ripples and blue waves (top RH) depict the serene Bay of Islands and open surf coast of the area.



# Personnel

## Senior Leadership Team

Principal  
Deputy Principal  
Deputy Principal  
Deputy Principal  
Deputy Principal  
Deputy Principal  
Assistant Principal

Mike Clent  
Dana Boisen  
Daniel Wise  
Jezena Gilmore  
Renae Rakena  
Tom Davison (new appointment for 2027)  
Rolf Weight

## Deans 2027

Year 7  
Year 8  
Year 9  
Year 10  
Year 11  
Year 12  
Year 13

Paul Boardman  
Beth Clarke  
Jess Lowe  
Roz Clent  
Jordan Westerlund  
Seth Brown  
Davina Derecourt

## Student Wellbeing

Careers Adviser  
Gateway Coordinator  
Guidance Counsellor/Student Support

Eileen Crawford  
Elaine Davidson  
Fleur Kelaher, Leonie Rumble

## Leaders of Learning

Art  
Business Economics  
Careers  
Drama Shared  
Drama Shared  
DTC  
DVC  
English  
Geography  
History  
Hospitality  
Learning Enrichment (LEC)  
Mathematics  
Māori  
Music Shared  
Music Shared  
Physical Education and Health  
Science  
Social Studies  
Technology

Emma Wise  
Kate Dickson  
Eileen Crawford  
Kelly Bowers  
Bridget Crooks  
Steve Clark  
Kate Crawford  
Rebecca Sharp  
Andy Willis  
Jane Jarman  
Neil Brazier  
Maria Halliday  
Dianne Robson-Clark  
Huia Kingi  
Cath McGlinchey  
Kathryn Thomson  
Arran Richards  
Jackie Robertson  
Brett Nugent  
Sarah Kelly



# School Uniform



## Uniform for Years 7 to 12

Kerikeri High School is a school where school uniform is expected to be worn neatly and completely at school, travelling to and from school, and at school functions.

New students must be in full school uniform before they can start at Kerikeri High School. Please contact your Year Level Dean if you are experiencing any financial or supply issues before you start school.

We encourage students to wear sunscreen, sunglasses and hats when outdoors especially during Term 1 and Term 4.

Jewellery is discouraged for safety reasons and because expensive items can get broken or go missing. If you are concerned about jewellery, hair colour and/or make up, please talk with the Year Level Dean.

If there is a good reason why some item of uniform cannot be worn, a note must be brought from home to Te Puna Waioira prior to 8.40am and a short-term exemption may be issued or the problem may be followed up in some other way.

If you are in doubt about any uniform item, please ask an Assistant or Deputy Principal.

Uniform can be purchased through our uniform supplier, The Uniform Shoppe, either online or at their retail shop located at State Highway 10, Waipapa. Their opening hours are currently:

- Monday 12-4pm
  - Wednesday 2-5.30pm
  - Saturday 9-12noon
- Phone: 027 336 0660
- Email: [kerikerishop@sas.co.nz](mailto:kerikerishop@sas.co.nz)

Extended hours during the busy back to school season will be available.

Online ordering is available at [www.theuniformshoppe.co.nz/location/kerikeri](http://www.theuniformshoppe.co.nz/location/kerikeri), please be aware that delivery is usually 3-4 days at peak times.

Some second-hand uniform will be available for purchase via our Reception.



## Year 13 Dress Code

The Year 13 students also have a Dress Code. They may wear tidy daywear, provided that they present themselves well. As for other students at school, we expect Year 13 students to be neat, clean and to take a pride in their appearance. Jandals, scuffs, work boots and socks, beachwear, collarless T-shirts, non-School beanies and skimpy clothing e.g., showing bare midriffs, and clothing with large advertising logos are not permitted.

Kerikeri High School is our Year 13 students' place of work. As for our staff we expect a smart casual standard of dress that is appropriate for their workplace.



## The Kerikeri High School uniform consists of:

- School jade or white polo shirt
- School shorts
- School trousers
- School skirt – length will be just above the knees
- School navy sweatshirt, or School navy jersey (no longer available to purchase)
- School hoodie, (student initials and cornerstone achievements may be embroidered.
- School jacket may be worn in classes except in laboratories and workshops
- Physical Education regulation shorts and t-shirt. This uniform will also be used while representing the school at interschool sporting events during a school day.
- Cap/bucket hat may be worn outdoors
- Sunglasses may be worn outdoors
- School scarf may be worn in classes except in laboratories and workshops
- School beanie may be worn outdoors
- Black shoes - Any flat, low soled black leather or black canvas lace up shoes. High tops are not permitted.
- Black sandals - Any black, flat soled sandal (no jandals, scuffs or crocs). No socks are to be worn with sandals. Black 'Birkenstock' style sandals may be worn.
- Socks - Plain white, navy and/or black socks may be worn. Navy tights can be worn in winter if preferred with skirt. Socks and tights cannot be worn together.



# Student Bus Transport

The main school bus service in the Kerikeri schools' area is provided by the Ministry of Education (MOE), to assist eligible students to travel from their home to school. For some years funding provided has been managed by the Kerikeri Schools' Transport Network (KSTN), who contract Clarks Coachlines to provide the service. Clarks Coachlines provide us with an extremely efficient service, with a modern, well-maintained and impeccably presented fleet of buses.

## Eligibility for School Transport Assistance

Each school has a Transport Entitlement Zone (TEZ) surrounding it, with the outer boundary being the mid-point between it and the next similar school.

Students may be eligible for a place on a KSTN bus in one of two ways:

1. If they attend the closest school available and reside at least 3.2km for Year 7 and 8 or 4.8km for Year 9 to 13 from that school, they are "Eligible" students.
2. If they attend a school that is not the closest available to them and reside more than 3.2km/4.8km from their closest school, they are designated "Transfer of Eligibility" students.

Students not meeting either of these criteria are "Non-eligible" students.

## Using the bus

"Eligible" students have a place on the school bus on a route determined by KSTN.

"Transfer of Eligibility" students have a place on the school bus from a scheduled stop within the school's TEZ on the shortest route to the school. That stop must be more than 3.2km/4.8km from the school. Families must arrange to transport the student to/from that stop.

Non-Eligible students have no right to a place on any KSTN school bus. However, under certain conditions it may be possible to use a network bus by paying a fare.

## Passenger Fares

Where space is available, the KSTN allows non-eligible student passengers who must pay a fare. Schools have details of the fares which are set by the contractor. This service is very limited and not guaranteed, as the eligible user numbers vary day-by-day, and will not be available if there are any standing passengers. Unfortunately, because of loadings, no space is available on any bus serving Waipapa so students are not able to use the buses to travel to sports practices at Waipapa.



## Students Conveyance Allowance

In many cases, buses do not travel to the TEZ boundary. This may be because there is no suitable terminus, or there are few eligible students, or the road is unsuitable. Students are expected to make their own way for up to 2.4km to the terminus bus stop. Where the distance is greater than 2.4km parents may apply for a conveyance allowance to assist with costs. The application form is available at [parents.education.govt.nz/primary-school/your-child-at-school/school-transport-assistance/#apply](https://parents.education.govt.nz/primary-school/your-child-at-school/school-transport-assistance/#apply)

Caregivers should apply for the allowance in Term 1 to ensure the full annual allowance is received. The allowance is paid in retrospect at the end of each term. Once approved, the allowance remains active until the student leaves school or changes their address. A new application must be made as soon as a student changes address.

## Bus Loading

Our aim is to have all students seated. Some routes do require some students to stand. However, no bus has been overloaded, and all drivers have strict instructions to not ever exceed the legal loadings. Most buses are licenced to carry around 20 standing student passengers.

We expect a high standard of behaviour from our students who are travelling on buses. Sensible behaviour is absolutely essential to the safety of students who travel by bus.

## Bus Bay

Loading the large number of students efficiently and safely onto buses at the end of the day is a challenge. The twenty buses will not all fit in the bus bay, so they arrive at set staggered times. If even a single car is parked in the bus bay the process is considerably slower, leaving buses on Hone Heke Road unable to enter the bay and blocking all road traffic. Please do not park in the bus bay between the times displayed on the signs.

## Queries

All queries regarding the bus services need to be made to the school. The contractors are not able to make decisions about routes, or casual passengers.

## Private Buses

In addition to the KSTN bus service, there are Clarks Coachline buses serving the Paihia, Opua, Kaikohe and Matauri Bay areas, and Stewarts serving Kaeo. All these are fare-paying services.



## Kerikeri High School Transport Entitlement Zone (TEZ) Boundaries

### Inner Boundaries

| Year 7 and 8 Eligible Addresses<br>(numbers included)<br>Students must reside more than 3.2km from<br>the school by the shortest route. These internal<br>boundaries are: | Year 9 - 13 Eligible Addresses<br>(numbers included)<br>Students must reside more than 4.8km from<br>the school by the shortest route. These<br>internal boundaries are: |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Inlet Rd greater than >223                                                                                                                                                | Inlet Rd greater than >390                                                                                                                                               |
| Blacks Rd >20                                                                                                                                                             | Rarere Tce >60                                                                                                                                                           |
| Kotare Heights >20                                                                                                                                                        | SH10 <1380 and >1500                                                                                                                                                     |
| Kerikeri Rd >483                                                                                                                                                          | Wiroa Rd >50                                                                                                                                                             |
| Access Rd >43                                                                                                                                                             | Waipapa Rd >308                                                                                                                                                          |
| Maraenui Dr >25                                                                                                                                                           | Karaka Dr >8                                                                                                                                                             |
| Waipapa Rd >140 and 30-45                                                                                                                                                 | Waitotara Dr >45                                                                                                                                                         |
| Silkwood Ln >40                                                                                                                                                           | Puriri Park Lane >30                                                                                                                                                     |
| Blue Marlin Dr >40                                                                                                                                                        | Kapiro Rd/Landing Rd corner                                                                                                                                              |
| James Kemp Place 1, 5, and >10                                                                                                                                            | Newton Watts Dr >14                                                                                                                                                      |
| Mission Rd, 23A, odd 25-37, >38                                                                                                                                           |                                                                                                                                                                          |
| Landing Rd odd >53, even >100                                                                                                                                             |                                                                                                                                                                          |
| Kendall Rd 1A and >3                                                                                                                                                      |                                                                                                                                                                          |

**Outer Boundaries** – defined by the mid-point between Kerikeri High School and the next closest school a student could enrol at.

|                                                                                                                                      |                                             |
|--------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|
| SH10 between 1165 and 2930 (Oromahoe, Whangaroa)                                                                                     | SH10 between 201(BOIC) and 2930 (Whangaroa) |
| Waimate North Rd <895 (Oromahoe)                                                                                                     | Oromahoe Rd >1311 (BOIC)                    |
| Wiroa Rd <754 (Okaihau)                                                                                                              | Puketona Rd <363 (BOIC)                     |
| Lodore Rd <290 (Okaihau)                                                                                                             | Old Bay Rd >222 (Okaihau)                   |
| Puketotara Rd <934 (Okaihau)                                                                                                         | Te Ahu Rd >641 (Okaihau)                    |
| Mangakaretu Rd <620 (Okaihau)                                                                                                        | Waimate North Rd <1070 (Okaihau)            |
| Pungaere Rd <1212 (Whangaroa)                                                                                                        | Wiroa Rd <754 (Okaihau)                     |
| Also Purerua Rd <20                                                                                                                  | Lodore Rd <290 (Okaihau)                    |
| Stanners Rd <360 but by agreement with BOIIA the KSTN transports students residing in the Purerua area outside these two boundaries. | Puketotara Rd <934 (Okaihau)                |
|                                                                                                                                      | Mangakaretu Rd <620 (Okaihau)               |
|                                                                                                                                      | Pungaere Rd <1212 (Okaihau)                 |

As the KSTN serves primary students also, the wider KSTN TEZ may include some students slightly outside the Kerikeri High School boundaries. However, students within the defined Kerikeri High School TEZ boundaries are the only Kerikeri High School students with full eligibility to transport by the KSTN. Please be aware that the Kerikeri High School TEZ differs slightly from the Kerikeri High School Enrolment Zone.

### School Addresses

- Pakaraka Primary School; 6810 SH 1, 1 SH 10
- Oromahoe School; 48 Oromahoe School Rd
- Whangaroa College; 4134 SH 10.
- Okaihau College; 58 Settlers Way



## Morning Bus Routes - Scheduled Times

Routes generally have 10 - 15 stops, which must all comply with the NZTA Guidelines for the Safe Siting of School Bus Stops. These are the scheduled times for some selected stops on the routes.

**Please note:** They are subject to change as required.

### **KK1 Pungaere**

7.50am Pungaere Road/Waiare Road Intersection  
8.05am Onekura Road/Daroux Drive Terminus  
8.20am Waipapa Road/The Lakes Drive

### **KK2 Takou Bay**

7.40am Te Ra Road Settlement  
7.45am 356 Otaha Road  
7.55am 394 Takou Bay Road Bus Turns  
8.18am Kapiro Service Station

### **KK3 Inlet Road**

7.40am Wharau Road  
7.55am Edmonds Road  
8.04am Inlet Road/Blacks Road

### **KK4 Te Tii**

7.55am Te Tii Village  
8.10am Keridowns Road  
8.14am River Drive

### **KK5 Stanners Road**

7.55am 139 Sandys Road - Bus shelter  
8.00am Stanners Road  
8.08am Stanners Road/Somerville Road Terminus  
8.22am Palm Drive

### **KK6 Puketona (Connects to KK11)**

7.30am 1188 State Highway 10  
7.36am Puketutu Drive  
7.38am Lily Pond Lane  
7.40am Halyard Loop Road  
7.43am Retreat Road  
7.56am Oromahoe Road transfer  
8.15am KKHS

### **KK7 Waimate**

7.40am Crossroads – Wiroa/Waimate North Road  
7.53am Te Ahu Ahu Road/Waimate North Road  
8.05am Te Ahu Ahu Road/SH 10  
8.12am SH10 Campbells Copters

### **KK8 Opito Bay**

7.50am Opito Bay by Park Bench  
8.00am 203 Rangitane Road  
8.12am Redcliffs Road/TeKowhai Road

### **KK9 Puketotara**

7.40am Puketotara Road  
7.50am Mangakaretu Road  
8.00am Tyree Road  
8.15am Mawson Avenue

### **KK10 Waipapa West**

7.40am Cnr SH10 & Waipapa West Roads  
7.45am Ness Road (turnaround)  
7.50am Kapiro Road/Conifer Lane

### **KK11 Oromahoe**

7.35am 500 SH10  
7.40am Wakelin Road  
7.56am Oromahoe Road transfer

### **KK12 Triangle**

7.55am 87 Pungaere Road  
8.05am Riverstream Drive  
8.14am 1878 SH10 South of Bridge  
8.17am Blue Gum Lane

### **KK14 Airport**

7.47am Lodore Road/Ricker Road Intersection  
7.51am Lodore/Wiroa Road Intersection  
8.00am 20 Waimate North Road  
8.25am Inlet Road to Reinga Road (Primary only)  
8.30am Darwin Road (Primary only)  
8.35am The Lookout Terminus (Primary only)

### **KK3a Airport (Primary School only)**

8.10am Ranui Avenue  
8.20am Valencia Lane  
8.26am Springbank School

### **KK10a Waipapa West (Primary School only)**

8.10am Waipapa Road opposite Mawson Avenue  
8.18am Ness Road/Shirley Road Terminus  
8.23am Kapiro Road/Conifer Lane  
8.32am Riverview School  
8.42am Kerikeri Primary School



# Community

## Parents and School

Parents and caregivers are always welcome at Kerikeri High School. If you are coming to school, please come to Reception for assistance. Reception is open from 7.45am - 4.00pm during the term and the School Newsletter will advise you of the opening hours during the school holidays.

Parents and caregivers are required to enrol their children personally and we require you to make an appointment to do this before the starting date for the student. This enables us to ensure that the Dean is available and makes your child's transition to a new school go much more smoothly.

We encourage parent involvement. Parents can be involved in many ways:

- Going with the class on field trips
- Coming to school sporting events
- Coming to our Drama and Musical Evenings
- Offering to coach or manage a sports team
- Offering to assist, for example, in the Library
- Offering to be a Reader/Writer
- Offering to assist with the Kapa Haka or other cultural groups
- Attending Board and Parent Teacher Association meetings
- Attending our Open Evenings, Year Level Evenings and Report Evenings.

## Police Vetting - Overnight Education Outside the Classroom Activities

The Kerikeri High School Board of Trustees requires that to be considered as a volunteer for overnight EOTC activities such as school camps, parents and caregivers may be police vetted. Please note that the final selection of volunteers remains at the school's discretion.



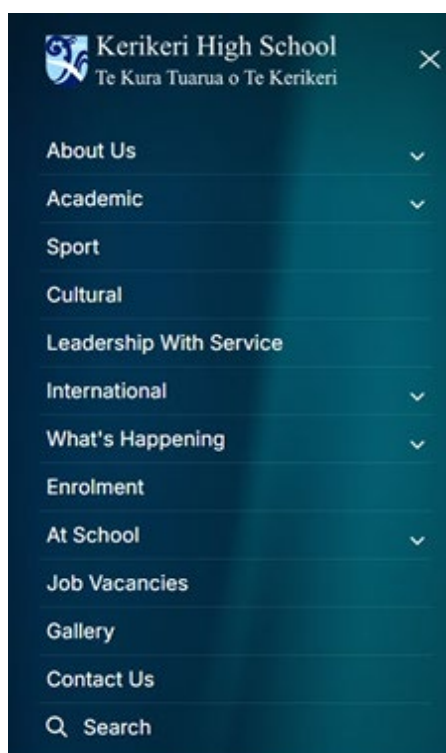
# School Communication

Please do not hesitate to contact the school if your child is having issues or you are concerned about something at school, there are a range of people you can contact. For curriculum issues, the best first contact is your child's teacher, and/or the Leader of Learning for the subject. For issues to do with interactions with other students, your child's Form Teacher and/or Year Level Dean are the best points of contact. For issues that are significant and urgent, the Assistant and/or Deputy Principal will be the best people to contact.

Where email contact is made with teachers, our expectation is that teachers will reply within 5 working days.

Communications may be sent from the email [noreply@kerikerihigh.ac.nz](mailto:noreply@kerikerihigh.ac.nz) so please make sure this is a trusted email or check your junk folder.

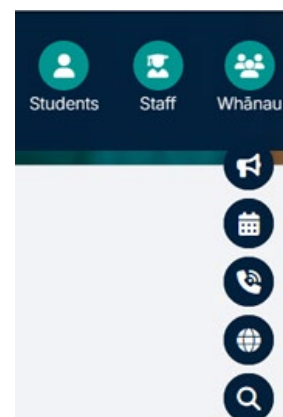
## Kerikeri High School Website



Our school website is a great place to find helpful information for students and whānau. We encourage you to take some time to explore the site and make use of the resources available. The menu on the left-hand side includes additional drop-down options to help you easily navigate to what you need.

The School logo takes you back to the Home Page which has a lot of links to pages within the website and also features School News which is updated regularly and highlights students' activities and achievements throughout the year.

The Whānau Quicklinks icon on the right-hand side takes you easily to the most used links including FACTS, Daily Notices, Newsletters, Prospectus/Parent Handbook, Uniform and Stationery Lists.





## Newsletters

We email Newsletters home on a regular basis and for those without an email address, a copy is posted to you. These are dated and are also available on the School's website [www.kerikerihigh.ac.nz](http://www.kerikerihigh.ac.nz).

If your Newsletter arrives in the post this means we do not have your email address. Please phone Reception on 407 8916 or send an email to [enquiries@kerikerihigh.ac.nz](mailto:enquiries@kerikerihigh.ac.nz) so we can get you on the list for faster communication.

Daily Notices are also available on our website on the [What's Happening](#) page.

## FACTS Parent/Caregiver Logins

Kerikeri High School uses **FACTS** as our Student Management System. Authorised caregivers are given access to **FACTS** to view information about their current child/ren: This includes:

- Student and caregiver details
- Timetables and school calendar
- Subjects, teachers and results
- Progress reports
- Attendance records in real time
- Four Cornerstones participation
- Financial charges



You can also use FACTS to advise us of absences and make online bill payments. In the near future, you will require a FACTS login to give your permission for trips and events via an eform and to book interview slots with your student's teachers.

Caregivers who have signed up to receive correspondence or account information will receive instructions and an activation email from our ICT team. Once your account is live, you'll be able to sign in to FACTS any time using your own email address and password. Please take the time to activate your account, sign in and check your details are correct. If you have any questions, please email [facts@kerikerihigh.ac.nz](mailto:facts@kerikerihigh.ac.nz).



## Kerikeri High School 'App'

**Download the App** from the Apple Store or Google Play Store for free to:

- Send student absentee notifications
- Check Daily Notices
- Keep up to date with School News and events
- Receive notifications that are useful to you and your student via alert subscriptions
- Check Revision Classes
- Includes handy links for students to access their School office 365 account and curriculum resources and more
- Search for SchoolAppsNZ in the app store to install



## Student Accounts

On enrolment, a Family School Account will be created, which will include a Family Key. Please use this Family Key as a reference for any payment you make online to ensure this is assigned to the correct family.

Our School bank account for payment is 12-3091-0120756-00.

Statement of Contributions will be sent on a regular basis.

If your child participates in optional events or trips during the year, further information including a permission slip will be provided and the cost will be added to your account. It is the expectation of the School that any optional trips and events are paid prior to the event happening. Where this proves difficult to pay, we welcome automatic payments to spread the cost over the year. This can be arranged through your bank.

The School has processes in place to ensure all students can access the curriculum and if Parents and Caregivers are encountering financial difficulties please contact your child's Deputy Principal.

## Stationery

Stationery lists are available from Kerikeri High School Reception and are also available on the school website [www.kerikerihigh.ac.nz](http://www.kerikerihigh.ac.nz). Stationery items can be ordered from a range of online and local suppliers including [OfficeMax MySchool](#) and [NZ School Shop](#).



## Reporting to Parents and Whānau

Reports will be produced and emailed to parents and whānau up to three times per term.

- In Terms 1, 2 and 3 all students will receive three reports - at the end of week 3, 6, & 9
- In Term 4, Year 11 - 13 students will receive one report at the end of week 3. Year 7 – 10 students will receive three reports, at the end of weeks 3, 6 & 9.

The front page of the report will include information about attendance taken from class rolls, as well as grades for Learning Progress and Attitude and engagement.

**Kerikeri High School**  
**2023 Progress Report Term 4**

XXXXXX YXXXXX 12QWE  
Overall Attendance Rate (Year to Date): **85%** (13 October 2023)

| Subject                                              | Teacher                                                                                | Week 3 | Week 6 | Week 9 |
|------------------------------------------------------|----------------------------------------------------------------------------------------|--------|--------|--------|
| <b>Biology - Miss L. Bates</b>                       | <a href="mailto:LBates@kerikerihigh.ac.nz">LBates@kerikerihigh.ac.nz</a>               | 2      |        |        |
| Term 4 Learning Progress                             |                                                                                        | 4      |        |        |
| Term 4 Attitude and Engagement                       |                                                                                        | 1 / 12 | 0 / 12 | 0 / 12 |
| Lessons Attended                                     |                                                                                        | 0      | 0      | 0      |
| Late to Class                                        |                                                                                        |        |        |        |
| <b>Chemistry - Mrs J Robertson</b>                   | <a href="mailto:jrobertson@kerikerihigh.ac.nz">jrobertson@kerikerihigh.ac.nz</a>       | 4      |        |        |
| Term 4 Learning Progress                             |                                                                                        | 4      |        |        |
| Term 4 Attitude and Engagement                       |                                                                                        | 2 / 11 | 0 / 12 | 0 / 12 |
| Lessons Attended                                     |                                                                                        | 0      | 0      | 0      |
| Late to Class                                        |                                                                                        |        |        |        |
| <b>English - Miss B Hawkins</b>                      | <a href="mailto:BHawkins@kerikerihigh.ac.nz">BHawkins@kerikerihigh.ac.nz</a>           | 5      |        |        |
| Term 4 Learning Progress                             |                                                                                        | 5      |        |        |
| Term 4 Attitude and Engagement                       |                                                                                        | 2 / 11 | 0 / 12 | 0 / 12 |
| Lessons Attended                                     |                                                                                        | 0      | 0      | 0      |
| Late to Class                                        |                                                                                        |        |        |        |
| <b>Geography - Miss D Boisen</b>                     | <a href="mailto:dboisen@kerikerihigh.ac.nz">dboisen@kerikerihigh.ac.nz</a>             | 4      |        |        |
| Term 4 Learning Progress                             |                                                                                        | 5      |        |        |
| Term 4 Attitude and Engagement                       |                                                                                        | 2 / 11 | 0 / 12 | 0 / 12 |
| Lessons Attended                                     |                                                                                        | 0      | 0      | 0      |
| Late to Class                                        |                                                                                        |        |        |        |
| <b>Mathematics - Mrs D Robson-Clark</b>              | <a href="mailto:drobson-clark@kerikerihigh.ac.nz">drobson-clark@kerikerihigh.ac.nz</a> | 5      |        |        |
| Term 4 Learning Progress                             |                                                                                        | 5      |        |        |
| Term 4 Attitude and Engagement                       |                                                                                        | 2 / 11 | 0 / 12 | 0 / 12 |
| Lessons Attended                                     |                                                                                        | 0      | 0      | 0      |
| Late to Class                                        |                                                                                        |        |        |        |
| <b>Physical Education - Advanced - Mr A Richards</b> | <a href="mailto:arichards@kerikerihigh.ac.nz">arichards@kerikerihigh.ac.nz</a>         | 5      |        |        |
| Term 4 Learning Progress                             |                                                                                        | 5      |        |        |
| Term 4 Attitude and Engagement                       |                                                                                        | 2 / 11 | 0 / 12 | 0 / 12 |
| Lessons Attended                                     |                                                                                        | 0      | 0      | 0      |
| Late to Class                                        |                                                                                        |        |        |        |
| <b>Tutorial - Miss L. Anderson</b>                   | <a href="mailto:LAnderson@kerikerihigh.ac.nz">LAnderson@kerikerihigh.ac.nz</a>         | 4 / 17 | 0 / 18 | 0 / 18 |
| Lessons Attended                                     |                                                                                        | 0      | 0      | 0      |
| Late to Class                                        |                                                                                        |        |        |        |

1 - Needs improvement   2 - Developing   3 - Meets Expectations   4 - Very Good   5 - Outstanding

**Date report issued**

**Overall attendance to date.** Being present includes school activities. Green 90%+, Orange 80-89%, red less than 80%

**Reporting period.** Reports will be issued at the end of each of these weeks

**Learning Progress:** Teacher judgement on student progress this reporting period. Represents individual student progress, relative to themselves

**Attitude and Engagement:** Teacher judgement on attitude and engagement with class work this reporting period

**Lessons attended in the reporting period.** Student was present in class.

**Periods marked late to class**

**Scale for Attitude and Engagement, Learning Progress**



# Information Technology

At Kerikeri High School we recognise the value of information technology in enhancing teaching and learning. Kerikeri High School operates a state-of-the-art School-wide Wi-Fi Network, with a secure, filtered ultra-fast broadband connection. There is a well-developed computer network with filtered internet access that plays an integral part in curriculum delivery.

## Microsoft 365

All students at Kerikeri High School are provisioned with a school network and Microsoft 365 Account. This provides students with a Kerikeri High School email address, access to Microsoft Office Online, including cloud storage and access to apps such as Word, PowerPoint and Excel online, as well as the ability to install Microsoft Office on up to 5 personal devices, including Windows PCs, Macbooks, iPads and Android devices for free. More information is available on our website.

## Bring Your Own Device

Students are encouraged to bring their own device to School to support their learning as appropriate. We believe that devices can be a powerful tool in teaching and learning, however, are only one of a range of tools that may be used in the classroom. Students are able to access the curriculum whether they have their own device or not. We recognise that students and their families may already own or want to have a choice in the type of device that is brought to school, and so the School will not be stipulating that students are required to have a particular device as some schools have. This will allow for a range of devices and prices.

In addition to computer labs throughout the School, we provide as many Chromebooks for student use as shared devices as possible, however students having a personal device to use has many advantages for continuity of work, personal storage as well as personal preference for device type.

BYOD Devices should meet the following minimum specifications:

- Battery                      A minimum of 6 hours of battery life
- Browser                    Devices must have a modern internet browser such as Chrome, Edge, Safari or Firefox
- Screen Size                11 inches minimum for Laptops and Chromebooks
- Input Device               Permanent or removable external keyboard



The School recommends that Students use either a Windows or MacOS/iOS based device. Chromebooks may also be used. As an Office 365 School, Windows or IOS is our preferred operating system. Minimum versions should be:

- Windows 10 or above
- MacOS - v11 or above
- IOS - v15 or above
- Chrome OS - Upgradeable to the latest version

Please treat these recommendations as a minimum specification – some, particularly specialist senior subjects, may have recommendations for device specifications that exceed these if students are considering using their own devices. Examples may include Photography and Art Design.

Looking ahead, if your student is considering bringing a digital device to School, below are some points you should consider:

- It is our advice that devices brought to School should be stored and transported in a protective bag or sleeve to minimise potential damage.
- All devices are required to have a password, lock pattern or some other sort of security protection to prevent unauthorised access.
- Devices should be brought to School fully charged – there will not be charging facilities for students' devices.
- The security of devices brought to School will be the responsibility of the student. While reasonable efforts will be made by the School to ensure the safety and security of devices brought to School, no liability for the loss or damage of a device will be held by the School. Insurance of devices is the responsibility of families. Devices and their accessories should be clearly labelled, and serial numbers recorded in a safe place in case of loss.
- All internet use is filtered and monitored by our N4L (The Network for Learning) to ensure that students are not able to access inappropriate content on their devices via the School Network.

As technology moves and develops, so will these device specifications and recommendations. We look forward to working with our School community to make this successful and accessible for all students and their families.



## Cybersafety Acceptable Use

All students sign the Cybersafety Acceptable Use Declarations when they enrol. A culture of safe and appropriate use of technology is promoted. As responsible users of Information and Communication Technologies (ICT), students are expected to keep themselves and others cybersafe as follows:

Students can only use the School's ICT equipment for schoolwork and must not:

- Access, or attempt to access, inappropriate, age restricted, or objectionable material.
- Download, save or distribute such material by copying, storing, printing or showing it to other people.
- Make any attempt to get around or bypass security, monitoring and filtering that is in place at school. This includes the use of VPNs. If students accidentally access inappropriate material, they should not show others, immediately turn off the screen or close the window and report the incident to a teacher straight away.

## Username and Passwords

- Students will be issued with a unique network username and given the opportunity to set their own password. They are required to keep their password secure and not share it with anyone else.
- Students must only log on to the network with their own Username and Password and must log off when finished.
- Students must not share their password with anyone and must not let anyone else use a computer that they have logged on to. Students will be held responsible for anything done using their Username and Password.

## Private Equipment Is Included

- These policies also apply to any privately owned ICT equipment or devices such as mobile phones, USB flash drives, digital cameras or personal music players that students bring to school or to a school-related activity.
- Any images or material on such equipment or devices must be appropriate to the school environment.

## No Bullying, Harassment or Breaches of Privacy

- Students will avoid any involvement with any material or activities that could put at risk the safety, security or privacy of any member of the school community. This applies both at school and off campus.
- Students must not at any time use ICT to upset, offend, harass, threaten or in any way harm anyone connected to the School or the School itself.
- Students must not give out any personal information about any other person without that person's permission. Personal information includes names, addresses, email addresses, phone numbers, and photos.



## Take Care of the School's Equipment

Students must treat all ICT equipment and devices with care and respect. This includes:

- Not intentionally disrupting the smooth running of any of the School's ICT systems. Not attempting to hack or gain unauthorised access to any system.
- Following the School's cybersafety policies and procedures and not joining in if other students choose to be irresponsible with ICT.
- Reporting any breakages or damage to a staff member immediately.

The School monitors traffic and material sent, received or stored using the School's computer network. The School uses filtering systems to restrict access to Internet content and services.

The School audits its computer network, internet access facilities, computers and other School ICT equipment/devices and may commission an independent forensic audit if required. Auditing of the above items may include any stored content, and all aspects of their use, including email.

## Routines

### The School Day

- |                                |                 |
|--------------------------------|-----------------|
| • <b>Start of the Day Bell</b> | 8.35am          |
| • Form Time                    | 8.40 - 8.50am   |
| • Period 1                     | 8.55 - 9.55am   |
| • Period 2                     | 10.00 - 11.00am |
| • <b>Interval</b>              | 11.00 - 11.20am |
| • Period 3                     | 11.20 - 12.20pm |
| • Period 4                     | 12.25 - 1.25pm  |
| • <b>Lunch</b>                 | 1.25 - 2.05pm   |
| • Period 5                     | 2.05 - 3.05pm   |



## Office Helper

For many years Kerikeri High School has operated a “Service to School” system where students are given an opportunity to show responsibility by participating in school service activities. One of these activities is Office Helper. Year 7 students are introduced to this service in Term 3 each year and will continue for Term 4 and the first term of the following year. Each class is timetabled into the programme for a two-week period.

## Library Books

Library books are issued free to students, and we ask that they be well looked after. Students will be charged for lost or damaged books. The Library has a computerised catalogue and book issuing system.

## School Canteen and Lunches

Our canteen provides a range of healthy food for our students and staff. We encourage students to order their lunch online via our website or [Tuckr Home - Tuckr](#)

## Student Vehicle Transport

Students may bring vehicles to school but only under strict conditions. Sensible driver behaviour is insisted upon, and student drivers must not take passengers other than those approved by the students’ parents and the School. Students must stay within the parameters of their Restricted Licences at all times. In the interests of student safety, we will withdraw the permission for a student to bring a vehicle to school if these rules are ignored. Students can get a Vehicle Permission Form from Te Puna Waiora which clearly details all conditions and are requested not to bring a vehicle until permission is granted.

Students will be required to conform to school rules regarding vehicle travel and parking.

## Cycle Helmets

Cycle safety helmets are compulsory by law. We insist that students wear their cycle safety helmets cycling to and from school and encourage parents to enforce this safety measure. Bike racks are provided by the Library and are monitored by CCTV Cameras. Electric scooters are not permitted to be stored in school buildings.



# Te Puna Waiora

Te Puna Waiora is our student centre which assists students. Te Puna Waiora staff are available to provide town leave passes (with a note from home), to assist with lost property, care of student property, urgent telephone calls, school information and the whole host of things that students might need to help their day at school go more smoothly. It is easy to contact each Year Level Dean as the Deans have offices in Te Puna Waiora. Te Puna Waiora also administers the attendance of students, including students who are late or out of class for some reason.

## Attendance

Full attendance is very important. Students cannot achieve at school without good attendance, and we encourage parents to think very carefully before scheduling family events during term time. Prior permission from the Principal is required for absence other than sickness and bereavement.

All absences should be accounted for and can be explained by parents and caregivers through your Caregiver Login, the School App, by emailing [attendance@kerikerihigh.ac.nz](mailto:attendance@kerikerihigh.ac.nz) or by a note from the parent or caregiver to the Form Teacher when the student returns to school. If the student is likely to be absent longer than three days, we encourage parents to ring Reception or Te Puna Waiora and in cases of illness we can assist with work that can be done at home. A doctor's certificate should be obtained for absences of more than five days.

Students must sign out at Te Puna Waiora if they leave during the school day for an appointment. They must have a note or an appointment card. Similarly, they must sign in, with a note, if they arrive after 9.00am.

## Medical

A sick or injured student at school must report to the St John Centre, in Te Puna Waiora.

We have First Aid staff to assist students requiring attention. It is most important that parents and caregivers keep the school informed of any changes to address, email and contact details, so we can immediately contact you in case of an emergency.

Only when a parent or caregiver has been contacted will the student be released from the school to go home unwell. Unwell students must be collected by an adult and cannot be sent home unaccompanied.



## Public Health Nurse

A Public Health Nurse is available onsite at various times to assist with a range of health needs, skin issues, injury, sexual health and contraception, etc.

Nurse visits are free and confidential. No pre-appointments are required, and the nurse can be contacted confidentially via text, as advertised regularly through our Daily Notices.

## Students' Property

It is absolutely essential that all property brought to school is named, including all school uniform items. The School will not accept responsibility for items such as skateboards, cellphones or jewellery and students are strongly discouraged from bringing any valuable items to school.

We will make every effort to find lost articles that are named. Lost Property is handed in to Te Puna Waiora, and students are contacted for the return of all named property.

At Kerikeri High School, the teachers can request the surrender of an item and retain or dispose of the item. Teachers can request the surrender of items that they have reasonable grounds to believe will endanger safety, detrimentally affect the learning environment, or be harmful. In most cases, surrendered items are available for collection at the end of the day following a phone call from the Teacher.

## Students' Personal Phones - Phones away for the day

Students' phones are not permitted to be used in class, unless specifically required by a teacher, or at interval or lunch time. All phones must be off or on flight mode and kept in students' bags during the day. Students are not permitted to leave classes with their phone.

## Telephone

There is a telephone available for student use in Te Puna Waiora.

## Town Leave

Town leave at lunchtime will be granted to Year 7 to 12 students at the discretion of the School for reasonable reasons. Students are required to take a note describing the request, with reasons, from their parent or caregiver to Te Puna Waiora before school. Permission will not be given for the purchase or eating of food in town.



# Emergency Lockdown/Evacuation

In case of an Emergency Lockdown Kerikeri High School will communicate both by the school app and on our website notifying we have been directed to go or gone into Lockdown because of an incident nearby or at the school.

We will take all steps to ensure the safety of all our students and staff.

We will do our best to keep you updated through our school app and website as the situation develops, and we will notify everyone through the school app and website as soon as the Lockdown is lifted.

Please do not attempt to contact your child during any Lockdown; students will have been advised by staff to turn mobile devices off.

Once we have been advised that the Lockdown is concluded, students will be able to use their phones to contact parents if they want to.

For everyone's safety, we also ask parents, whānau and caregivers to not come to or attempt to enter the school during the Lockdown.

If required, information about School buses will also follow.

## Wellbeing

From time to time everyone needs some information, advice or a listening ear. Our School provides a number of people you can talk to. The Form Teacher is often the teacher you know best and can either help sort out difficulties or put you in touch with someone else.

You may also wish to contact the Year Level Dean, one of our School Counsellors, or the Careers Adviser.

The Assistant Principal or Deputy Principal for your child's Year Level will also be more than willing to help you with any problems.



# Student Enrolment

## Enrolment Scheme

Kerikeri High School has an Enrolment Scheme that meets the legislative requirements to ensure that overcrowding, or the likelihood of overcrowding, is avoided at Kerikeri High School. The Enrolment Scheme protects automatic entry for those living within the Home Zone and enables some Out-of-Zone access.

Confirmation of Automatic Entry for in zone students is by completion of the formal application procedure.

## Kerikeri High School Enrolment Zone, Description of Boundaries

All students who live within the Home Zone described below shall be entitled to enrol at the School.

The home zone includes addresses on both sides of the boundary roads mentioned in the description, and all no-exit roads off the boundary roads are included in the zone unless otherwise stated.

Starting from the corner of Pungaere Road and Waiare Road, the zone travels east along Pungaere Road, and turns north into SH10. It continues travelling up the highway to the intersection with Takou Bay Road. All streets and roads connecting to Pungaere Road and SH10 from the intersection with Pungaere Road up to Takou Bay Road are in-zone.

The zone travels along Takou Bay Road (properties on both sides of the road are in-zone) to the coast, and then travels south along the coast to Kaipatiki Rise (all properties to the West are in zone).

The zone then travels south-west through the Opua forest to where it meets Oromahoe Road, just to the east of number 938 Oromahoe Road. From here the zone travels south to include McDonald Road addresses and then continues south/south-west to include McIntyre Road addresses up to number 437 McIntyre Road (404 McIntyre Road is not included in-zone).

From here the zone travels west to cross SH10 at number 269 and from here continues to travel west to cross Old Bay Road at number 202 and then travels north to number 667 Te Ahu Ahu Road. The zone then travels across country to number 995 Waimate North Road. From here the zone travels north along Waimate North Road up to the intersection with Wiroa Road. Arthur Taylor Place and Flax Grove addresses are included in-zone.

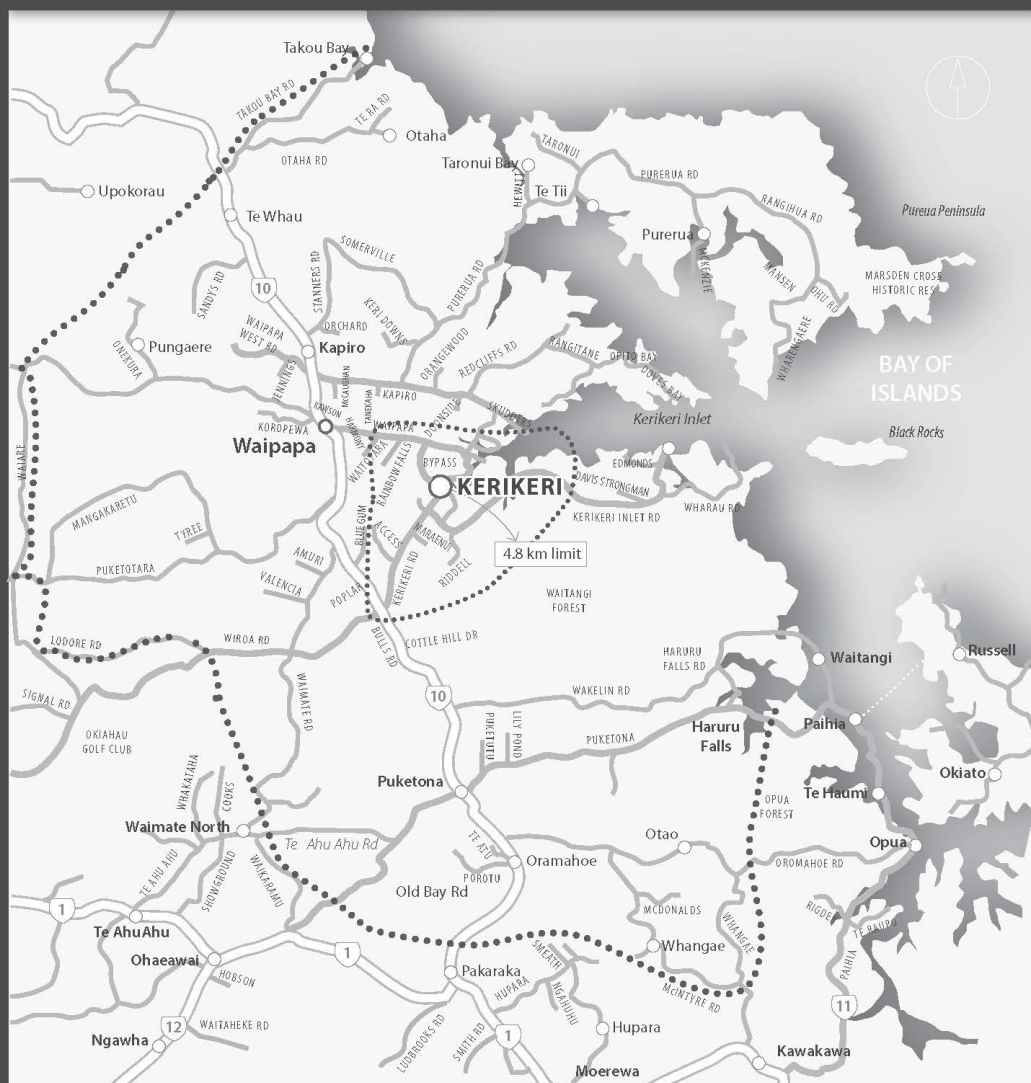
The zone travels west along Wiroa Road and then onto Lodore Road. The zone continues along Lodore Road until reaching the intersection with Waiare Road. The zone then travels in a north-west direction to the intersection of Puketotara Road and Waiare Road. Note that Waiare Road addresses from numbers 934-1220 are not included in the zone. The zone then follows Waiare Road north from the Puketotara Road intersection back up to the intersection with Pungaere Road.



Kerikeri High School

# Enrolment Zone

INDICATIVE ONLY – PLEASE REFER TO THE DESCRIPTION OF BOUNDARIES FOR EXACT DETAILS



Inside the dotted line is the Kerikeri High School Enrolment Zone. ....

All bus students are expected to walk up to 2.4 km.





## Student Applications

We welcome your interest in enrolling your child at Kerikeri High School.

### In-Zone Applications

Your child has an absolute right to attend Kerikeri High School if you reside permanently in the Kerikeri High School home zone. To confirm automatic entry, you are required to complete an In-Zone application with documentation to prove your residential address. Please note that “reside permanently” means that the student lives permanently with their parent/s or legal guardian/s within the Kerikeri High School home zone.

Please ensure the completed In-Zone application is returned to Kerikeri High School Reception as soon as possible to enable timetable planning to begin for next year and help determine the number of Out-of-Zone places we can offer next year.

Enrolments forms are available for completion on our website below or a manual form can be collected from Reception. Links and information will be automatically sent to parents of contributing Primary Schools.

[Enrolment | Kerikeri High School](#)

### Out-of-Zone Applications

If you live out of the Kerikeri High School home zone, as per the zone description of boundaries, you must complete an Out-of-Zone application for commencement at the beginning of the next academic school year. Please contact Reception or check our website in August to view the dates these applications will be open for consideration.

The exact number of places available for Out-of-Zone students will depend on incoming student numbers who live within Kerikeri High School’s home zone, and overall student numbers in current year levels. If there are more applications received than places available at any Year Level the allocation of Out-of-Zone places will be by ballot within the priorities outlined below.

Applications from Out-of-Zone students will be processed in the following order of priority:

- First Priority                      this priority category is not applicable because the school does not run a Special programme approved by the Secretary of Education
- Second Priority                  will be given to applicants who are siblings of current students
- Third Priority                    will be given to applicants who are siblings of former students
- Fourth Priority                  will be given to applicants who are children of a former student
- Fifth Priority                    will be given to applicants who are children of Board employees
- Sixth Priority                    will be given to all other applicants



## Important Dates and Enrolment Information for Parents

### **New Students & Whānau Evening – 17 September 2026 Kerikeri High School Auditorium**

Meet the Principal, the Deputy Principal, the Assistant Principal, the Dean of Year 7 and the 2026 Prefects to find out what is offered to students at Kerikeri High School.

### **Enrolment Evening – 15 October 2026 Kerikeri High School Library – no appointment necessary**

This is your opportunity to tell us about your child and to learn about some of the school structures. Staff from The Uniform Shoppe will be in attendance and you will also be offered a tour of the school accompanied by a student.

### The First Day

Students should bring writing materials and wear correct uniform. The Year Level Dean, staff and senior students will help guide new students. Students will spend the first morning of the new school year with their Form Teacher but should be prepared to begin work immediately.

### 2027 Starting Dates

Confirmed starting dates will be available on our calendar via our School App and website at the start of the school year. Your first day of School in 2027 is:

|                                |                                                                                                                                                                                                                                                                                                                                                                                                                            |
|--------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Year 7 and all<br>New Students | Tuesday 2 February, 8.40am. New Year 7-13 students and whānau will gather in the Boulevard. A staff member will share information about the pōwhiri. Everyone will move together towards the Gym for the pōwhiri at 9am. Parents and caregivers are very welcome.<br><br>Year 7 students will then be taken to their Form Class. All other students are free to leave.<br><br>Year 7 students, please also bring your Togs |
| Year 8                         | Wednesday 3 February, 8.40am                                                                                                                                                                                                                                                                                                                                                                                               |
| Year 9                         | Thursday 4 February, 8.40am                                                                                                                                                                                                                                                                                                                                                                                                |
| Year 10                        | Thursday 4 February, 8.40am                                                                                                                                                                                                                                                                                                                                                                                                |
| Year 11                        | Thursday 4 February, 8.40am                                                                                                                                                                                                                                                                                                                                                                                                |
| Year 12                        | Wednesday 3 February, 8.40am                                                                                                                                                                                                                                                                                                                                                                                               |
| Year 13                        | Tuesday 2 February, 8.40am (includes course selection)                                                                                                                                                                                                                                                                                                                                                                     |

### Enrolment Meeting

Parents enrolling students throughout the year must make appointments to enrol their children before their first day of school to enable their first day of attendance to proceed smoothly.



## In Conclusion

We believe in the Four Cornerstones of a balanced education. We strongly encourage each student to take full advantage of the opportunities; academic, sporting, cultural, and leadership with service that are offered at Kerikeri High School.

We look forward to having you and your child as a part of our School community and we look forward to a positive partnership with your whānau.



Mike Clent Principal

B.Ph.Ed., B.A., P.G.Dip.S.Mgmt, Dip.Tchg



## Ngā Pou

Pou hihiri

Pou rarama

Pou o te whakaaro

Pou o te tangata

Pou o te aroha

Te pou e here nei i a tātou

Mauri ora ki a tātou

Haumi e, hui e, tāiki e

Through respect, may clarity be gained  
 Through the values that bind us as one, may  
 understanding be ours  
 Through self-reflection, may wellbeing be ours  
 Through personal endeavour, let us gather,  
 join, intertwine

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