

MAYFIELD SCHOOL PROSPECTUS



Mayfield School
14 Lismore Mayfield Road, RD5, Ashburton
Phone: 3036214, Email: office@mayfieldschool.co.nz, School Cell 0273049521

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Thank you for picking up our prospectus and information booklet. We hope you find it useful in making your choice for the education of your child or children. If you have any questions please contact our Principal:

Richard Kidd 03 3036214

Mayfield School is a full primary school from Years 0-8. We pride ourselves on providing a rural education that prepares our children to face their secondary education by instilling the H.E.A.R.T values of Honesty, Enjoyment, Achievement, Respect & Try Our Best.

Mayfield School celebrates students achievements at regular assemblies and we also share the schools talent with the wider community.

The children visit other schools and venues to take part in curriculum based activities and sporting exchanges.

We also give our senior pupils the chance to lead. In a rural school these opportunities are invaluable as we prepare them for secondary school. We have a selection process that appoints school leaders and a proactive student council. Year 7 & 8 have the opportunity to attend leadership conferences.

Mayfield School takes part in sporting exchanges and the normal athletic and swimming events on the year's calendar. Our students have the opportunity to attend events at Ashburton and Christchurch.

Finally we have the support of an active parent body and Board of Trustees. Our staff are dedicated to the needs of our children and we look forward to meeting you and your child as they prepare for their Primary School education at Mayfield.

Richard Kidd
Principal

General Information

School Address: Mayfield School

14 Lismore Mayfield Road, RD 5, Ashburton, 7775

Phone: 3036214

Cell: 0273209802

Email: office@mayfieldschool.co.nz

School Hours:	8.55am	First Session
	10.30am	Morning Tea
	10.50am	Second Session
	12.30pm	Lunch
	1.15pm	Third Session
	2.45pm	School Finishes

Staff

Principal	Richard Kidd
	principal@mayfieldschool.co.nz
Deputy Principal	Glenys Donnelly

Teachers

Ruapuna	Kate Moore/Jane Medlicott
	kmoore@mayfieldschool.co.nz
	jmedlicott@mayfieldschool.co.nz
Lismore	Alana McConnell
	amcconnell@mayfieldschool.co.nz
Te Puketai – Rua	Kirsten Steel/Chloe Workman
	ksteel@mayfieldschool.co.nz
	cworkman@mayfieldschool.co.nz
Te Puketai – Tahī	Cory Blackburn
	cblackburn@mayfieldschool.co.nz
Westerfield	Glenys Donnelly
	gdonnelly@mayfieldschool.co.nz

Teacher Aides

Jo Petrovics
Linda Barrett

Librarian

Linda Barrett

School Cleaner

Anna Tagay

Secretary

Lynley Mackenzie/Maryn Austin

Bus Controller	Richard Kidd		
School Bus Drivers	Wendy Grigg	Montalto Bus	0274288084
	Melissa Farnell	Lismore Bus	0211790865
	Helen Boyd	Valetta Bus	0272330203

Account Details

Mayfield School – Westpac

Yr 7/8 Technology

The Year 7 & 8 pupils attend Technology training once a week for two terms in Ashburton at the Technology Centre. They travel in by bus, leaving at 9am and returning at 2.45pm. The BOT fund this activity.

Newsletters

Every fortnight there is a school community newsletter sent home. This is in the form of a hard copy (sent home with your eldest child), email, Facebook and on our web page.

Visitors

Visitors to the school are asked to report to reception upon arrival and departure, and sign the Visitors Register so that we are aware of who is on site.

Accident or Illness at School

Staff will treat minor ailments. If it is more serious we will ring you and have you collect your child to take home or to the doctor or hospital. There therefore is important, when you enrol your child to let us know your private number, business number (if any), and also an emergency number for us to ring if you are away.

Medication

Please notify the school if children have medicine to take at school or if children develop health problems which may occasionally require the giving of a particular form of treatment i.e. asthma, diabetes, antibiotics or allergies. Mayfield School Procedure – Personal Medication Plan: you will be required to fill in a Consent form for school to administer medication.

Money & valuables

If children bring money to school please ensure it is in an envelope with child's name and purpose written on the outside. This should be handed into the office using the mailbox in the foyer. Receipts will be issued on request.

Reporting to Parents

Parents are invited to discuss their child's progress at anytime throughout the school year after arranging a suitable time with the teacher. Regular interviews are offered throughout the year and Reports are issued twice a year



Homework

Homework occurs as the need arises and will mainly involve reading, completing unfinished work or reinforcing previous work. Parents need to be careful to praise their child for their successes, rather than be critical of their failures.

Community Dental Services

All school age children enrolled in the service will have their dental check-ups at school in a mobile dental unit. The dental unit visits each year. You will be advised through the newsletter when they are coming. Any other queries re dental call 0800 846 983.

Lost Property

This is a major problem. Items most often lost or mixed up are: tops, sweatshirts, socks and jackets. Please **NAME CLOTHING**. Lost property is located in the cloak bay of Room 1.

Hot Lunches

The school has a pie warmer and food can be heated in this every Friday in Terms 1 & 4 and every day in Terms 2 & 3.

Please make sure that food is wrapped in foil, named with a permanent marker ready to be placed in the lunch bag at the back of the staff room. All food must be thawed out before coming to school.

Fish & Chips are available on Fridays only. Name, money & order must be in a sealed envelope and placed in the drop box in the school office before school starts.

Milo

This is provided over winter by the Home & School Committee

Photocopying

This service is extended to the community at a minimal charge of 20c per A4 copy single side. This service is only available during office hours.

School Charter

The School Charter has been written for Mayfield School and is part of the Strategic Plan. It defines the purpose of the School and the intended outcomes for pupils. It also defines the ways in which programs will be designed to take account of.

Policies & Procedures

The school currently has all these documents on School docs. You can go to <http://mayfieldschool.schooldocs.co.nz/> User name is mayfieldschool and the password is striving high. We invite you to visit the site and have a look.

Stationary

At the beginning of each school year, or when a new pupil is enrolled, parents can order their child's stationary from www.schoolpacks.co.nz, under the school name and then by teacher.

Swimming

The normal swimming season runs from December to March at the local Mayfield Community Pool. We also run a week long session at the Ashburton swimming pool each year for every child. The cost is reduced significantly to ensure all children can attend this very important week.

School Library

We are fortunate to have a school library well stocked with children's books. Children can borrow up to two books. They will be issued for a two week period then must be returned. An account will be sent out for any lost or damaged books. Lucky Book Club – this is sent out once a term. Purchase are to be done online through the Loop app. **No cash please.**

Emergency Closing

In the event of extraordinary conditions such as flooding, snow, high winds etc, necessitating the emergency closure of the school, you will be notified by cell phone via a group text. Notice of school closing will also be broadcast over the local radio station Port FM - 95FM

Buses

Please notify your bus driver if your children will not be on the Bus, or if a child is to be picked up or dropped off at a place different to usual. Also you must leave a message at the school office as well. If your child needs to travel on a different bus for any reason, you need to contact the driver and bus controller (Mr Kidd) to see if there is room to carry them.



SCHOOL CLOTHING

We ask that children arrive at school with clothing that is both clean and tidy. We also ask all clothing to be clearly NAMED as lost property is always an ongoing problem. The following are suitable for Mayfield School children and can be purchased ONLINE ONLY from The Warehouse (online images are attached with prices). Or at Tots to Teens in the Arcade in Ashburton. We also hold material & patterns for the summer skort's at a cost of \$15.00 per skort.

GIRLS:

Winter:

Navy polo
Navy or white thermal
Tartan kilt/or culottes
Navy trackpants
Navy Polo Fleece or Merino
Navy or white socks/navy stockings
Shoes/Sneakers

Summer

Navy polo shirt
Blue & White gingham skort/culottes
Navy Polo Fleece
Navy or white Socks
Shoes/Sneakers



BOYS:

Winter:

Navy polo
Navy or white thermal
Navy trackpants/navy cords/navy shorts
Navy Polo Fleece or Merino
Navy or white socks
Black Shoes/Sneakers

Summer:

Navy polo shirt
Navy shorts
Navy Polo Fleece
Navy or white socks
Shoes/Sneakers

Slippers or Oversocks would be helpful during the Winter terms.

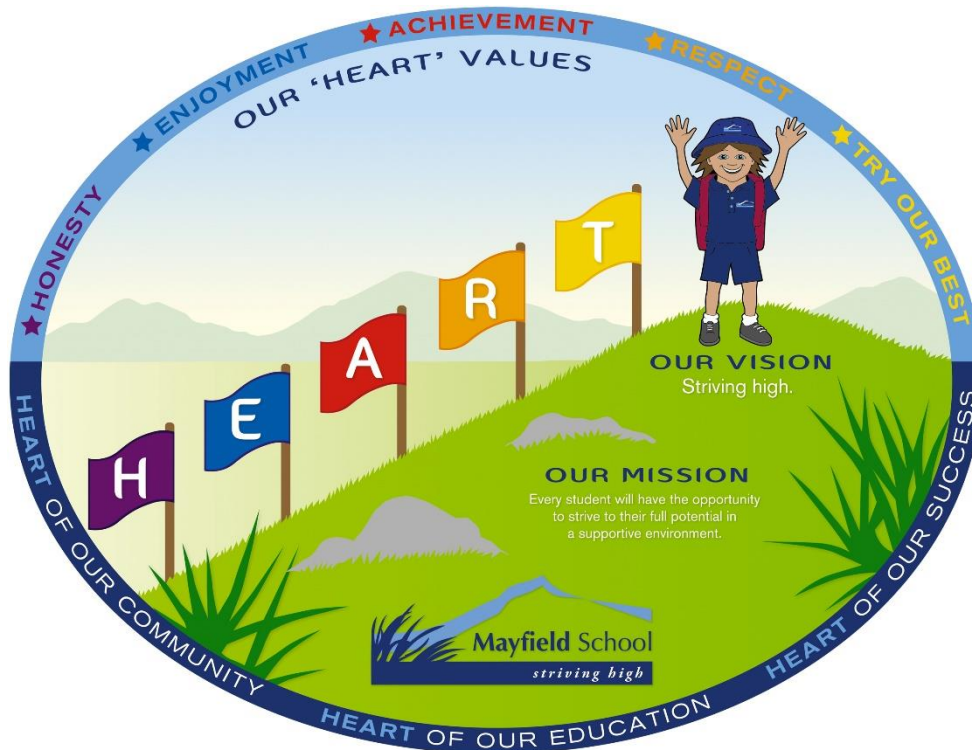
Jandals are not suitable footwear.

Home & School sells School Merino Tops from the office for \$90.

Second hand uniforms available - contact the **school office on 3036214**.

SPORTS UNIFORM: Each child will be given a **sports top** to wear and return to school washed and clean. Navy Shorts to be worn with sports top and appropriate footwear for the sporting event.

HEART VALUES



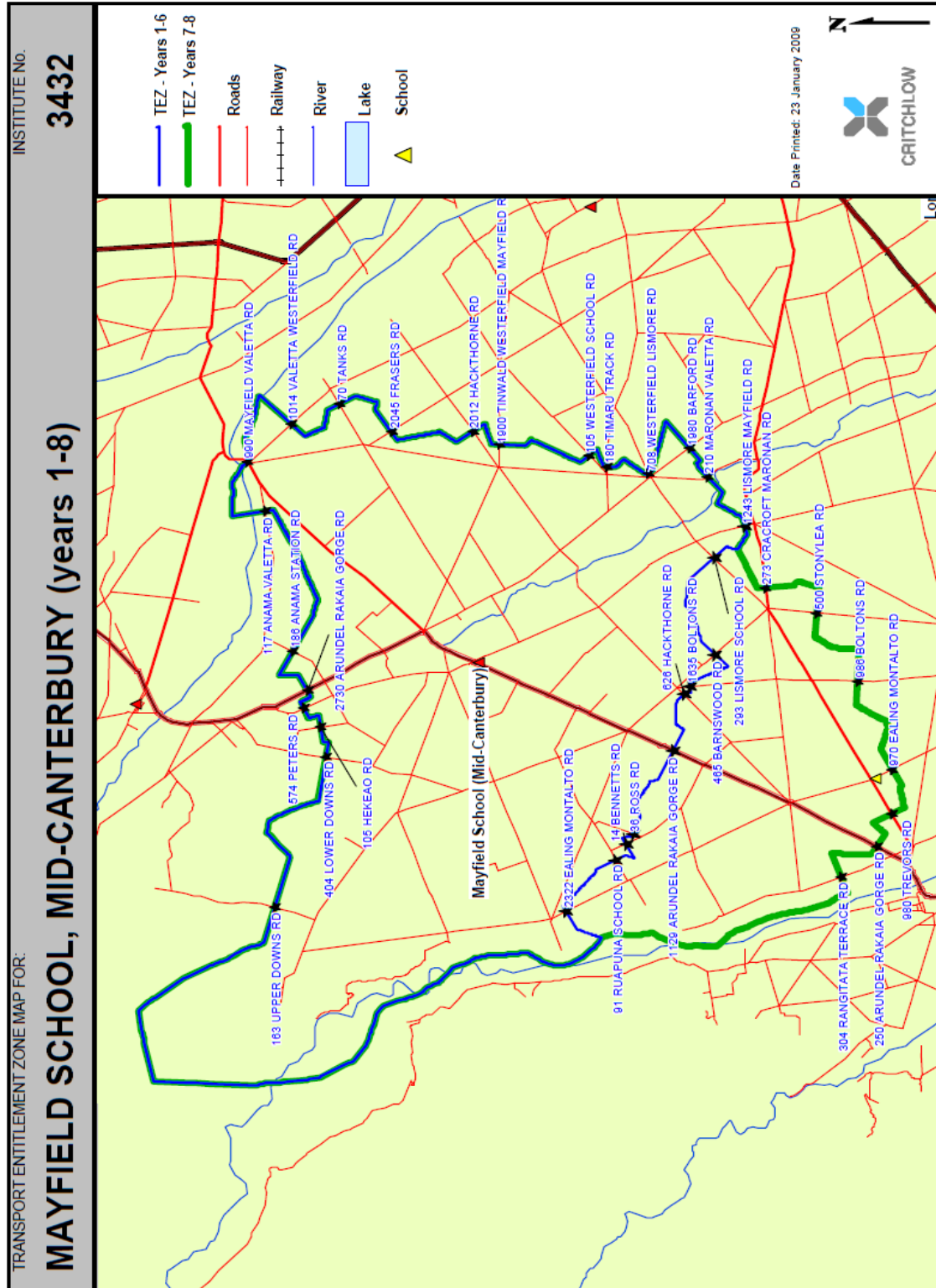
Our school is underpinned by the H.E.A.R.T values.

We are also a PB4L school (Positive Behavior for Learning).

A PB4L school aims to provide a positive school climate and to create a supportive environment for personal, social and academic growth for students and staff.



School Bus Zone Map



MAYFIELD SCHOOL



