

DARFIELD HIGH SCHOOL

2009 PROSPECTUS

MISSION STATEMENT

Darfield High School is a community school providing a supportive and challenging environment in which each student, whatever their gender, age, ethnic and socio-economic background, is encouraged to gain the knowledge, attitudes and skills necessary for successful, confident living in a constantly changing world.

SPECIAL FEATURES

Darfield High School has many features and advantages which enable it to offer secondary education equal to the best.

★Local

Darfield High School proudly serves the students, families and communities of Malvern.

★Size

At around 750 students, the School's size is one of its major strengths: large enough to achieve anything - small enough to be personal.

★Clean and Green

Our attractive buildings and well maintained grounds provide an award-winning environment. With over ten hectares, the school has a very generous amount of recreational space.

★A Year 7 to 13 School

Year 7 and Year 8 students have the best of both worlds - a "Homeroom" plus the advantages of more friends and the specialist resources and opportunities of a secondary school.

★Co-educational

Here young people grow and develop with all the social and academic advantages of a normal environment.

★Multi Course

A great variety of subjects is offered allowing students to develop talents in many chosen directions.

★Specialist Staff

A key to the success of any school is its staff. Darfield High School attracts highly qualified and committed staff who provide quality teaching in every subject area.

★Progressive

While emphasising the traditional "basic subjects" and sound academic achievement, the school has also ensured it incorporates the best contemporary developments, with several programmes having gained recognition beyond the school.

We believe that we are a particularly caring and supportive school, that our students are a very fine group of young people, that we have a good balance in areas such as motivation and discipline, and that we are responsive to and well supported by our community.

MEETING STUDENTS' NEEDS

■ FACILITIES - Darfield High School has excellent facilities:

- **Computers:** There are two fully equipped computer rooms and a computer suite in the Library. Many classrooms have computer facilities. The school is linked into a Virtual Learning network which has sophisticated video-conferencing facilities.
- **Drama Suite:** We have a purpose-built Drama Suite and Drama is available to all students throughout the school.
- **Gymnasium:** There are excellent facilities for Physical Education and Sport. Extensions to the gymnasium, including a classroom for Health and senior Physical Education classes, were completed in 2007.
- **Kākapōtahi:** This is a purpose-built classroom for the learning of Te Reo Maori and a resource centre for the local community.
- **Mackenzie Agricultural Centre:** This building was purchased and moved to the school to provide a classroom and office space for the School's successful National Certificate in Agriculture course which is available to students in the senior school.
- **Music Suite:** The suite includes a large classroom plus several practice rooms for individual tuition. It has recently been expanded as part of the new four classroom block.
- **Te Whare Koru / Learning Centre:** This provides us with an excellent place to work with students who have learning needs that are best met through individual and/or small group tutoring. The current focus is on providing extension opportunities for able students and assistance for students whose needs are best met by personal tutoring.

■ OPPORTUNITIES FOR THE GIFTED

Darfield High School provides a variety of opportunities for gifted students.

- Academically outstanding Year 13 students are encouraged to enter scholarship examinations in subjects of their own choice and are given support and extension work.
- Year 12 / 13 Science students are encouraged to attend Science Summer Schools run by Otago and Auckland Universities.
- Gifted Science students at Year 13 have successfully applied for Bayer Scholarships.
- Students at all year levels are encouraged to participate in local, national, and international subject competitions. The International Competitions and Assessments for Schools, known by the acronym ICAS, (formerly Australasian Competitions) offers competitions in Computing, English, Mathematics, Science, Spelling, and Writing.
- Selected able students in Year 10 are encouraged to participate in additional programmes of extension or acceleration in some selected courses.

- At Year 10 some carefully selected students are encouraged to enrol in Year 11 courses.
- The Music Department encourages talented students to participate and perform in groups and as soloists. The school takes part in a number of competitions including the Smokefree Rockquest Competition and Chamber Music Competitions.
- Drama features prominently in the school programme with an annual major production as well as various drama and performance competitions, eg Stage Challenge, Sheilah Winn Shakespeare.
- Able students in Years 7 to 10 are encouraged to develop proficiency in at least one international language.
- Students of French can take part in the Tahitian Exchange Programme or the trip to Noumea.
- Selected able students in Years 10 to 13 can extend themselves through programmes offered by the Cantatech Virtual Learning Network (formerly Cantatech Distance Education) and the Correspondence School.
- International Exchange Scholarships are available through our sister schools in Japan, China and Canada.



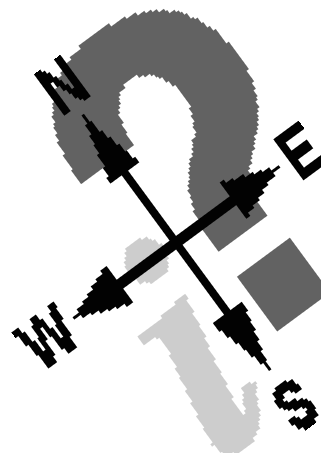
■ FLAMES

Darfield High School runs an innovative programme for some boys at either Year 9 or 10 or both. This is the FLAMES – Fostering Learning and Motivation in Education Through Sport – programme.

The FLAMES programme operates slightly differently from all other classes in the school and has an emphasis on active learning, with extra periods of sport and exercise. Some of the classwork is self-taught, either in groups or as individuals, with the teacher as the facilitator and the students taking responsibility for their own learning.

■ OUTDOOR EDUCATION (Outdoor Pursuits, Camps)

The school has a comprehensive programme for all Years 7 to 10 students which provides students with the opportunity to acquire knowledge and skills in an outdoor learning environment through a range of outdoor pursuit and learning activities. In the process, students should develop a greater appreciation of the natural environment.



■ EDUCATION OUTSIDE THE CLASSROOM (Subject, Cultural, Sports Trips)

• SUBJECT TRIPS OFF CAMPUS

Several subjects have field studies as an integral part of their programme. The Geography and the Biology Departments run various field programmes in Years 12 and 13. The Physical Education Department's Year 12 and 13 programmes require students to use facilities in locations around the region, eg rock climbing in the Port Hills. Other subjects have occasional visits to locations in and beyond Canterbury.

• BRIDGING CLASSES

At the end of each year, students in Years 8 and 10 who have not reached a minimum standard in English and Mathematics have a programme of intensive tuition in basic skills to improve their prospects for coping in Years 9 and 11 respectively.

• CULTURAL ACTIVITIES

The Music tuition programme caters for a wide range of musical interests. The school has a proud tradition in its annual productions, which feature drama, dance and music. The school takes part in several cultural exchanges each year.

• TIKANGA MAORI

There is a range of opportunities for students to enrich their knowledge of Maori culture. These include the school's own Kapahaka group and the Tāwera Culture Group. Te Roopu O Te Aka Tāwera has been established to meet the needs of Maori families in the Malvern area.

• SPORTS ACTIVITIES

All Years 7 to 10 students are expected to take an active part in the regular Sport and Recreation Programme. Years 11 to 13 students have the same opportunity but some may choose to study under supervision at this time. The programme runs most Wednesday afternoons in Terms 2, 3 and 4. A wide range of activities is available to students, and includes, where staffing is available: hockey, rugby, soccer, netball, basketball, cricket, softball, tennis, equestrian, volleyball, badminton, table tennis, indoor bowls, chess, cycling, walking, athletics, swimming, harriers, golf, triathlon, aerobics, skiing, shooting and touch. Students have the opportunity, if they reach the required standard, to compete in inter-secondary competitions at Canterbury, South Island, and New Zealand levels.

■ SPECIAL ASSISTANCE

Selected students receive individual or small group assistance in one or more of Reading, Language, Mathematics, and Technical Skills.

Assistance is provided by Teacher Aides, senior students and voluntary adult tutors.

■ GUIDANCE NETWORK

This has been designed to provide support for and advice to students to assist them to make the most of the opportunities offered by our school. All staff work to assist students to do this.

Subject Teachers: subject and classroom management issues

Form Teachers: oversight of their students' academic, social, and personal development, and general administration

Deans: course guidance, class placement, behavioural problems, general advice and counselling

Careers Advisor: assistance to students who need help or advice with their future career/s

Counsellors: personal, social and behavioural problems

Leadership Team: overall school policy and behaviour management

■ TRANSITION TO WORK

The school is actively involved in providing all students with the relevant information, advice and experience they need to complete a smooth transition from school to the world of work or tertiary education. The school has developed close ties with local employers and tertiary institutions.

The Careers and Transition Department provides the following programmes:

- **YEAR 10:** All students complete a Careers Awareness module prior to making their Year 11 course choices.
- **YEAR 11:** A block of time during the Health Programme is given to Careers Awareness.
- **YEAR 12:** The programme builds on Years 10 and 11 Careers Awareness modules. It includes a number of special features. All students have one week of Work Exploration during the year. Interview Day (held annually) will provide all students with two interviews on this day. Preparation for Interview Day includes letters of application for jobs, CVs and interview skills. These are done during Health time.
- **YEAR 13:** The programme includes annual visits to Canterbury University, Lincoln University, Christchurch Polytechnic and other local Canterbury providers; career information sessions with university, polytechnic and private provider Liaison Officers; individual career assistance. Work Exploration is available in school time for some selected students and is available in holidays for most Year 13 students.
- **SHORT OFF-SITE COURSES:** These are available to selected students in Years 11 to 13. They are usually four to five days long, and are usually in Christchurch. Students work towards obtaining credits for NZQA unit standards. The main providers Darfield High School deals with are the Christchurch Academy and the Sir George Seymour College. There is no tuition cost to the student (except for late withdrawals).
- **GATEWAY PROGRAMME:** Begun in 2007, this programme assists eligible Years 11 to 13 students as they consider moving, prepare to move, and finally move into the workforce in skilled jobs. It provides students with opportunities to learn some of the sophisticated job-specific skills which are needed in the workforce. Students spend at least the equivalent of one day per week in job training. All training involves assessment for NZQA unit standards.



■ INTERNATIONAL STUDENTS

Darfield High School has a well established International Student Programme, with a full-time Director plus support staff. We enrol students from a number of countries. Our international students are home-stayed for the year. This provides them and their hosts with the opportunity to have a genuine exchange of cultures. International students make a positive contribution to our school, both by their presence as a group and through their individual talents both in the classroom and in extra-curricular activities.

Each year a group of Darfield High School students travels to Japan. As well, we host visiting groups from around the Pacific Basin who spend several weeks living in home-stays and exploring our region.

CURRICULUM

JUNIOR SCHOOL - Years 7 to 10

STREAMING / BANDING and FLAMES

Years 7 and 8

Students are banded into ability groups for their Mathematics programme, and for the reading strand of their English programme.

Years 9 and 10

There are four or five classes at each level and they are organised as three groups as follows:

- At each level the FLAMES class is a mixed ability boys-only class. Each class is made up of students who have accepted an invitation to join the FLAMES programme. (In 2008 there was only a Year 10 FLAMES class.)
- At each level there is one class of the more able students. Each class is selected on the basis of performance and potential in English and Mathematics; students in this group are together as a class, not only for English and Mathematics, but also for Science, Social Studies, and Physical Education. Their option subjects are studied in mixed ability classes.

At each level there are two or three parallel classes made up of those students who are in neither the FLAMES class nor the class of more able students. Students in this group are together as a class, not only for English and Mathematics, but also for Science, Social Studies, and Physical Education. Their option subjects are studied in mixed ability classes.

- Students in Years 7 to 10 study subjects gathered into groups known as Learning Areas (LAs). Students are required to undertake continuous study in all learning areas during each of the first ten years of schooling.
- Years 7 and 8 students follow a compulsory learning programme based upon a blend of subjects from each of the eight Learning Areas.
- Students are placed in Form classes with a Form Teacher who has a pastoral role.
- In Year 7 students are taught mainly by their Form Teacher, but as they move through the school they are taught increasingly by specialist subject teachers.
- Year 9 students follow a compulsory programme except for their being allowed to choose a number of subjects from two option sets, usually four from each option set.
- Year 10 students follow a compulsory programme, except for their being allowed to choose a number of subjects from two option sets, usually two from each option set.
- Additional programmes are run to provide for students with particular learning needs.
- Extension classes are offered to students and vary each year. Currently they include Human Biology NCEA Level One at Year 10.
- ESOL classes are offered at each year level to students for whom English is not their first language.

LEARNING AREAS	Year 7	Year 8	Year 9	Year 10
English	English	English	English	English
Learning Languages	English International Languages Te Reo Māori	English International Languages Te Reo Māori	English ☛ French ☛ Japanese ☛ Te Reo Māori	English ☛ French ☛ Japanese ☛ Te Reo Māori
Mathematics and Statistics	Mathematics	Mathematics	Mathematics	Mathematics
Science	Science	Science	Science	Science
Social Sciences	Social Studies	Social Studies	Social Studies	Social Studies ☛ Economics
Arts	Art Music Dance Drama	Art Music Drama	☛ Art ☛ Music ☛ Drama	☛ Art ☛ Music ☛ Drama
Technology	Hard Materials Soft Materials Information & Communication	Hard Materials Soft Materials Information & Communication	☛ Graphics ☛ Information & Communication ☛ Hard Materials ☛ Soft Materials	☛ Graphics ☛ Information & Communication ☛ Hard Materials ☛ Soft Materials
Health and Physical Education	Food & Nutrition Health Outdoor Education Physical Education Sport & Recreation	Food & Nutrition Health Outdoor Education Physical Education Sport & Recreation	Food & Nutrition Health Outdoor Education Physical Education Sport & Recreation	Food & Nutrition Health Outdoor Education Physical Education Sport & Recreation
Key:	☛ Option Subjects			

SENIOR SCHOOL - Years 11 to 13

- The curriculum offered at Darfield High School enables every student to participate in the eight Learning Areas of the New Zealand Curriculum, in order to gain the knowledge and understanding needed for a broad and balanced education. They provide the context within which skills, attitudes, and values are developed.
- Subject combinations are arranged to suit the majority of students. Courses will run provided there are sufficient students to form a class, staffing is available, and the requested combination of classes can be timetabled. If the class size is uneconomic, it may be possible for the student to be enrolled with either the Correspondence School or the Cantatech Virtual Learning Network.
- National Certificates, National Examinations and NCEA are available at Years 11, 12 and 13.
- Acceleration of the very able is a possibility and extension is encouraged in all subjects.
- ESOL classes are offered at each year level to students for whom English is not their first language.

LEARNING AREAS	YEAR 11 – NCEA Level One	YEAR 12 – NCEA Level Two	YEAR 13 – NCEA Level Three
English	# English	# English	• English
Languages	ESOL <ul style="list-style-type: none"> • French • Japanese • Te Reo Māori 	ESOL <ul style="list-style-type: none"> • French • Japanese 	ESOL <ul style="list-style-type: none"> • French • Japanese
Mathematics and Statistics	Accounting # Mathematics	Accounting <ul style="list-style-type: none"> • Mathematics 	<ul style="list-style-type: none"> • Accounting • Maths with Calculus • Statistics and Modelling
Sciences	# Science Rural College Agriculture	Biology Chemistry Physics Rural College Agriculture	Biology <ul style="list-style-type: none"> • Chemistry • Physics • Rural College Agriculture
Social Sciences	Economics Geography History	Economics Geography History	Classical Studies Economics Geography History
Arts	Drama <ul style="list-style-type: none"> • Music Visual Art 	Drama <ul style="list-style-type: none"> • Music • Visual Art 	<ul style="list-style-type: none"> • Drama • Music • Visual Art – Painting / Design / Printmaking
Technology	<ul style="list-style-type: none"> • Furniture Making • Graphics • Information Management 	Business Administration <ul style="list-style-type: none"> • Furniture Making • Graphics Information Technology 	Business Administration <ul style="list-style-type: none"> • Furniture Making • Graphics Information Technology
Health and Physical Education	# Health Home Economics Physical Education # Sport and Recreation	Employment Skills # Health Home Economics Physical Education # Sport and Recreation	# Health Home Economics <ul style="list-style-type: none"> • Physical Education Sport and Recreation
Key: # Compulsory • Prior Learning Essential			



WORKING TOGETHER

The key places for learning for young people are home and school. The school has a special role in supporting and complementing the education a family provides for its children. At school young people learn in a wider social setting and in particular a school can provide specialist teaching.

A positive partnership between families (parents and children) and the school is vital as we seek to obtain the very best results for students.

We appreciate being informed of problems which may affect a student's performance at school. Likewise, we will contact you if the need arises at school.

If you wish to make an appointment for an interview with the Principal or Staff, please do not hesitate to phone the School Office - (03) 318 8411.

■ GOAL SETTING

For Year 11 Students and some students at other Year Levels, in Term 1 we provide a day for students and their parents to meet with subject teachers to discuss academic goals for the year, plus strategies to help students lift their academic performance.

■ **REPORTS** are issued as follows:

Term One: Progress Reports are issued towards the end of Term 1, for those students and those subjects, not involved in Goal Setting. Following this, a Progress Report Evening is held.

Term Two: Detailed reports are mailed home towards the end of the term for Years 10 - 13 students. Following this, Report Evenings are held for parents of these students.

Term Three: Detailed reports are mailed home towards the end of the term for Years 7 - 9 students. Following this, Report Evenings are held for parents of these students.

Term Four: Detailed reports, reviewing the whole year's work, are mailed home: early in Term Four for Years 11 to 13 students, and at the end of Term Four for Years 7 to 10 students.

■ NEWSLETTER

Newsletters are issued to all students, generally every three weeks but at least once a month, during the school year. They provide detailed information for all the family on coming events and news of school activities. Parents are asked to read these carefully.

■ SCHOOL MAGAZINE

The school magazine is issued annually in Term Four. It gives a detailed description of the past year's events and the activities and achievements of students.



■ ELECTED BODIES

◆ Board of Trustees

The Board of Trustees is the policy-making body of the school. It consists of five members who are elected by parents, a member elected by the staff, a member elected by the students, up to four co-opted members, and the Principal. The Board meets once a month. The meetings are open to the public.

◆ The Parent Teacher Student Association

The PTSA is elected from the various parts of the school's contributing area. The executive meets monthly. The PTSA is very active and supports the school in a variety of ways.

◆ **Ex-Students' Association**

This represents former students who wish to maintain links with the school and to provide support for the school in a variety of ways.

◆ **School Council**

Each year the students in each form class elect a Council Representative. The Council meets regularly to discuss issues of common interest. It raises funds and organises a variety of social activities for students.

◆ **Class Captains**

These are chosen by each form class. There is one per form. Their role is to encourage students in their class to participate in Classiest Class and other inter-form competitions as well as assist their Form Teacher in a range of form class activities.

◆ **Communication**

If you have any suggestions or concerns, please contact us.

The school tries hard to keep you well informed through a range of formal communication. As well, there are many informal opportunities for discussion at school functions, meetings, and sports events.



BOARD OF TRUSTEES AND STAFF

BOARD OF TRUSTEES

The basis of the partnership is the elected Board of Trustees. The Board, consulting with the Staff and Community, establishes the goals and policies of the School.

The Board of Trustees is:

Parent Trustees

Annabel Harrold

Gavin Henderson

Melissa Jebson

Joanne McIntosh

Jeremy Sharp

Principal

Allison Rosanowski

Staff Trustee

Katy Smeele

Student Trustee

Daniel Gardener

LEADERSHIP TEAM

PRINCIPAL:

Mrs A Rosanowski; BA, Dip Ed, G.Dip Bus St, Dip Tchg, TTC

DEPUTY PRINCIPAL:

Mr B C Smart; BA, Dip Tchg

ASSISTANT PRINCIPAL:

Ms P Evans; CTD, Dip Tchg, Pitman's Dip Typing, HOD Commerce

ASSISTANT PRINCIPAL:

Ms R Davies; MA Counselling, Dip Tchg, TIC Correspondence, Gateway Administrator, Bus Co-ordinator

TEACHING STAFF

Mrs L Arndt: BCom, Dip Grad (BCNZ), ATCL, Grad Dip TchLn
Mr D J Armstrong: BSc, Dip Tchg, HOD Mathematics
Mrs K Armstrong: TTC, Com Tchg Dip, Sports Co-ordinator
Mrs M Anderson: BA (Hons), MSc, QTS (on leave)
Mr R Baars: BSc, MSc (Hons), Dip Tchg, HOD Science
Mr J Bell: BRM, Grad Dip Tchg Lng
Miss J Briggs: BSc, Grad Dip Tchg, TIC Junior Art, coolest teacher in the school.
Miss K Brown: Grad Dip Tchg (Primary), BA
Mr P Browne: TTC, LTCL, LGSM, Dip Speech NZ
Miss L Blakemore: NDBE, Dip Tchg, Year 10 Dean
Mrs G Carran: BA, Dip Tchg, ASB, Year 9 Dean, TIC Dance and Drama (on leave)
Mr P Cattell: BAgSc, BSc, Computer Technician
Mr G Chalk: Adv Trade Cert, Dip Tchg, HOD Technical, HOD Graphics
Ms B Cooke: BA, Dip Tchg, HOD English
Miss L Crocker: B Fine Arts, Grad Dip Tchg, HOD Visual Arts
Mrs A Davidson: TTC, Teacher Aide
Miss A Deans: BA, Grad Dip Tchg
Mr J Dickens: Grad Dip Tchg, B PhysEd, HOD FLAMES, HOD Outdoor Education
Mrs M Dobson: BA, BTchg (Sec)
Ms H Duckworth: BA, PG Dip Hort Sc (Dist), Dip Tchg, Teacher Librarian
Ms J Elliot: BA, Dip Tchg, Principal's NZQA Nominee, ICT Administration
Mr G Fee: BA, Dip Tchg
Ms N Ferguson: BA (Hons), Grad Dip Tchg
Mr K Fricker: Dip PhysEd, MEd Counselling, Member NZAC, Joint HOD Guidance
Mr S Gerritsen: BSc, MSc (Hons), Dip Tchg, Assistant to HOD Science
Ms N Gibellini: MEd, BSc, Dip TchLn (on leave)
Mr P Green: BSc, BIT, Dip Tchg
Mrs G Gregory-Hunt: Dip Tchg, CTD, NZCI Cert Counselling, Dip Specialist Subjects, Year 12 Dean, Careers Advisor, STAR Co-ordinator
Miss C Harpur: BEd
Miss S Hayakawa: BA, Dip Tchg, Cert Jap Language, TIC Japanese
Mrs C Hayes: Mus B (Hons), Dip Tchg, LRSM, FTCL, HOD Music, HOD Arts Faculty, Itinerant Music Co-ordinator
Ms L Jamieson: ACTD, TTC, TTCE, Community Education Co-ordinator
Mr B R Johnston: BES (Hons), BEd, HOD Geography & Social Studies, Year 13 Dean
Miss V Kidd: MA, BA (Hons), Dip Tchg
Mrs J Lindsay: Dip Tchg, Cert TESOL, NDBE, Director of International Students
Miss J Ling: BCom, Grad Dip Tchg
Mr T Matthews: MEd, BSc, Dip Mgmt, Dip Tchg, Cert Counselling, MNZAC, Joint HOD Guidance
Mr M Maude: BSc, PGCE, Specialist Classroom Teacher, RAFA Co-ordinator
Mrs K Morgan: BSc, PGDip Humanities, PGDip Second Language Tchg, Grad Dip Tchg, Acting Year 9 Dean
Mr A D Murray: TTC, H Dip Tchg, Year 8 Dean
Mr E Naitoro: BCom, Dip High School Tchg, BSc Maths, Cert ESL
Mrs F Nimmo: BEdSc, Dip Tchg, Specialist Classroom Teacher, RAFA Co-ordinator (on leave)
Mr A Nugent: BA (Hons), MSc, PGCE, HOD Junior Hard Materials Technology, Assistant to HOD Graphics
Mr J Paul: BA, Dip Tchg, Assistant to HOD English, Year 10 Dean
Mrs L Pengelly: Dip Tchg, TTC, Reading Recovery Trained, HOD Special Needs
Mrs K Rhodes: B Tch Ln, TTC, Year 7 Dean

TEACHING STAFF *continued*

Mrs B Seaward: B Tchg
Mrs M Vanesch: Diplome d'Etat d'Eduteur de Jeunes Enfants, Bacalaureate D
Mr C Singh: BEd, Dip NZIM, Dip Ed Man, Dip Tchg, TIC Alternative Education
Mrs K Smeele, Dip Tech BA, Bed, HOD Technology
Mr R Smith: BAppSc, Grad Dip Tchg, TIC Rural College
Miss A Steven: BSc, Grad Dip Tchg
Miss M Stuart: B Sport and Recreation, Dip Tchg, Cert Personal Training, HOD Health
Miss A Tangney: BPhEd, Grad Dip Tchg, HOD Physical Education
Mr P Tsavousis: MA, Dip Tchg, TTC, CELTA, PGDipSLT, HOD ESOL
Miss S Waters: Cert Prof Cookery City and Guilds Culinary Arts, B Tchg and Learning
Ms H Williams: BEd, Dip Tchg, TIC Maori

SUPPORT STAFF

Mr A Blackburn – Rural College Sponsorship
Mrs N Dance – Teacher Aide
Mrs J Douglas – Teacher Aide
Mrs C Fairbrass – Canteen Assistant Manager
Mrs T Fairhall-Stuart – Teacher Aide
Mrs J Frost – Canteen Manager
Mrs L Hadfield – Administration Assistant
Mr R Hayward – Office Assistant
Mrs A Hewson – Telephone Receptionist
Mrs J L Hill – Receptionist / Student
Administrator, First Aid
Mrs J Huggins - Principal's & BOT Secretary,
Office Manager
Mrs B Hurford – Bursar
Mr T Hutchinson – Workshop Technician
Mrs J Lilly: BA, Librarian
Mrs T McKay – SCLC, Library Assistant
Mrs J Mathewson – Teacher Aide
Mr R Meder – Caretaker, Joint HOD Outdoor
Education
Mrs J Mitchell – Arts Co-ordinator
Mrs C Monteith – Assistant to Director of
International Students, Homestay Co-ordinator
Mrs L Patrick – Publications
Mrs S Paxton – Teacher Aide
Mrs T Roper – Human Resources Co-ordinator,
Special Needs Administrator
Mrs L Singh – Teacher Aide
Miss M Smart – Science Technician
Mrs S Staddon – Stationery Shop Manager,
Assistant to Bursar, Financial Assistant to the
International Dept and to Principal's NZQA
Nominee, Treasurer MSTA

Mr J Walter – Groundsman/ Maintenance
Assistant
Mrs I Ward – Catering, Cleaner
Mrs S Watson – Assistant to Deputy and
Assistant Principals
Mr S Williams – School Chaplain
Mrs L Wilson – Assistant to Transition, Rural
College, and Gateway
Mr B Wood – Cleaner
Mrs V Wood - Cleaner

MUSIC/INSTRUMENTAL TEACHERS

Mrs C Archer: BMus, Dip Tchg, LTCL – Piano
Mrs L Arndt: BCom, Dip Grad (BCNZ), ATCL –
Senior Flute
Mr G de Lacey: BMus, LTCL, Dip Tchg – Clarinet
/ Saxophone / Junior Flute
Mr W Dixon: LTCL – Brass
Mrs N Fogden-Smith: Mus. Bac (Perf) Dip Tchg,
LTCL – Violin / Viola
Mrs C Hayes: Mus B (Hons), Dip Tchg, FTCL,
LRSM – Cello / Double Bass
Mr R McMurdo: Guitar
Mrs B Mulholland: Junior Vocal
Mr M Gibb: Drums

GENERAL INFORMATION

- ◆ **Charter** - The School Charter is available on request from the School Office.
- ◆ **School Calendar** - Every student receives a School Calendar at the beginning of the year. This provides basic information including over 100 important dates. This is a vital document in school / home communication.
- ◆ **School and Office Hours** - The Office is open between the hours of 8.00 am and 5.00 pm; school hours are 8.40 am to 3.15 pm daily. Field trips, outdoor education and extra-curricular activities may extend the official school programmes beyond these times.
- ◆ **Timetable** - The school programme is currently delivered through a five period day over a five-day cycle.
- ◆ **The Basic School Rules** - Are included in this prospectus. Copies of the detailed procedures referred to are available on request.
- ◆ **Homework** - The school provides homework as part of the programme. Each student receives a School Homework Diary at the beginning of the year, or on enrolment after that date. The cost is included in the school fee. The diary is checked regularly by Form Teachers as it can be an effective means of written communication between home and school. More detail is provided in the calendar.
- ◆ **School Buses** - A quality service is a priority for our school. The School Bus Controller, Ms Davies, is happy to discuss bus queries. The School must be notified of any changes to a bus student's normal arrangements.



- ◆ **School Donation and Fees** - A school donation, subject fee and stationery fee are set by the Board of Trustees each year. These and costs directly related to activities, such as field trips and camps, are to cover costs not met by the government.
- ◆ **Stationery Shop** - A stationery shop is operated within the school. We ask that school purchases are made here so that profits can be used to reduce other fees.
- ◆ **Canteen** - This is operated by the School's Parent Teacher Student Association. Years 7 to 12 students are not permitted to go into Darfield to buy lunch.
- ◆ **Attendance** - Full-time attendance is mandatory until age 16. Notes for absence due to ill-health must be brought immediately on return to school. Leave of absence for any other reason must be sought before leave can be taken. If your child is absent from school, please inform the School Office at the beginning of the day.

PROVISIONAL TERM DATES 2009

THESE DATES ARE SUBJECT TO CHANGE: Final dates will be available early in Term 4 2008.

2009 – PROVISIONAL TERM DATES AND HOLIDAYS	
Term 1: (100 half-days)	Wednesday 28 January to Thursday 9 April
Waitangi Day	Friday 6 February
Good Friday	Friday 10 April
Easter Monday & Tuesday	Monday 13 and Friday 14 April
Anzac Day	Saturday 25 April <i>in autumn holidays</i>
Term 2: (98 half-days)	Monday 27 April to Friday 3 July
Queen's Birthday	Monday 1 June
Term 3: (100 half-days)	Monday 20 July to Friday 25 September
Term 4: (82 half-days)	Monday 12 October to Wednesday 9 December
Labour Day	Monday 26 October
Canterbury Anniversary	Friday 13 November



OUR RULES

- IT IS NOT POSSIBLE and it should not be necessary to have a rule for every situation that might arise in a school.
- Ideally a school has a co-operative climate with students, parents and the school working together to obtain the best education possible for each student.
- A positive and co-operative attitude and a spirit of goodwill will be better than a huge number of regulations.
- The rules listed below show what is expected of all students.

1. **CURRICULUM** - Students should participate fully in the programme of the school, offering their best efforts in classroom and other school activities. Homework and assignments are part of the programme. Specific work requirements are given to students of Years 11, 12 and 13 at the start of the year and these must be met if students are to be eligible for qualifications and examinations.
2. **CO-OPERATION** - Students should show respect for others - students and staff. Nothing should interfere with a student's right to learn or a teacher's right to teach. This is the spirit of our Classroom Code and our Behaviour Management System. A detailed copy of this system is available to all parents and students from the School Office and is published in the School Calendar.
3. **ENVIRONMENT** - The respect shown for people should extend to property - school (buildings and grounds) and that belonging to individuals.
4. **STUDENT BEHAVIOUR** - Students need to accept that the reputation of the whole school depends on the behaviour of each student. The highest possible standards of behaviour and grooming are essential whenever students are identifiable as members of the school. The possession of, or use of, or other involvement with tobacco, alcohol or drugs is forbidden. Prescription drugs which students need to take during the school day (excluding asthma inhalers) must be left at the School Office.
5. **UNIFORM AND APPEARANCE** - Students should be neat and well groomed, and boys must be clean-shaven at all times. The correct wearing of the complete uniform (and in Year 13 the acceptance of the dress code) is a condition of attendance.



6. **ATTENDANCE AND PUNCTUALITY** - Attendance is expected unless prior leave has been granted or students are ill. If a student is absent from school, a note stating the cause of absence and the exact dates to which the note refers, should be brought on the day the student returns to school. This note must be signed by the parent. Punctuality for all classes and activities is seen as normal. When students have to leave the grounds at any time during the day they must sign out at the Student Administration area of the School Office and sign in on their return.
7. **TRANSPORT** - The school prefers that all students use the school bus services when travelling to and from school. If travel by private car is required then the student must apply for a vehicle pass. Written approval in advance is also required for students to travel in vehicles driven by a student.
8. **FINANCE** - The majority of the funding for the school is provided by the government. However it is necessary for students and their families to understand the need for the payment of the school donation (as set by the Board of Trustees), subject fees (for take home items) and for stationery, field trips, national examination charges and similar items.
9. **PROCEDURES** - To enable a school to function effectively, routines and procedures are necessary. These are listed separately and must be followed by all students.

OUR UNIFORM

The Darfield High School Board of Trustees requires students from Year 7 to Year 12 to wear regulation uniform. Year 13 students wear tidy mufti. Uniform creates a good public image and provides a neat standard of dress for all students. We encourage students to take pride in their appearance and ask that parents support the school in ensuring that their children wear regulation uniform, maintained in a neat and clean standard and have clothing clearly named. Students beginning at Darfield High School in 2009 must wear the new uniform.

COMPULSORY UNIFORM - NEW

This is the basic part of the uniform and is to be worn by all students.

Girls' Regulation Uniform

Blazer	Darfield High School Girls' Blazer
School Tie	Maroon and pale blue for seniors, maroon and dark blue for juniors
Blouse	Long or short sleeved chambray blue viscose-blend blouse, embroidered with the school crest
Gym Dress	Darfield High School gym dress <i>The gym dress should not be worn above the knee or down to the ankle. The acceptable length is mid-calf.</i>
Socks	Black knee length
Shoes	Plain, flat-soled black polished leather lace-up or t-bars

Boys' Regulation Uniform

Blazer	Darfield High School Boys' Blazer
School Tie	Maroon and pale blue for seniors, maroon and dark blue for juniors
Shirt	Long or short sleeved chambray blue viscose-blend shirt, embroidered with school crest
Trousers	Dark navy trousers
Socks	Black knee length
Shoes	Plain black polished leather lace-up

Unisex Physical Education and Sports Uniform

Shirt	Darfield High School sports shirt with crest
Shorts	Darfield High School sports shorts with crest

UNIFORM OPTIONS

Apart from the compulsory uniform, students also have a series of optional uniform items to complement their everyday wear. These options may be worn at any time the weather necessitates, but the basic regulation uniform must be worn on any formal school occasion and at any time the students represent the school. Blazers and ties are compulsory on assembly days. Ties must be worn in Terms Two and Three.

Girls' Optional Uniform Items

Shorts	Tailored navy shorts
Jersey	Maroon knit jersey with navy edging and crest
Anorak*	Darfield High School anorak with crest
School Scarf	School style
Sports Cap	Navy and maroon with crest
Bucket Hat	Navy with crest

Polar Fleece	
Beanie	Navy beanie with crest
Beret	Navy with crest
Black Tights	May be worn only with the gym dress

Boys' Optional Uniform Items

Shorts	Tailored navy shorts
Jersey	Maroon knit jersey with navy edging and crest
Anorak*	Darfield High School Anorak with crest

Polar Fleece

Beanie	Navy beanie with crest
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*The anorak can be worn as a jacket/ raincoat and also forms part of the Darfield High School tracksuit

Unisex Optional Physical Education and Sports Uniform Items

Trackpants	Darfield High School trackpants with crest
Polarfleece	
Jacket	Polar fleece jacket with crest

Jewellery:	The only jewellery permitted is a wristwatch and one plain stud earring per ear.
Hair:	Must be clean and neat. Extreme styles or colours are not permitted.
Hair Ties:	Are permitted in only the following colours - navy blue, black, maroon or colours from the school uniform.
Makeup:	Is not permitted on Year 7 to 12 students.
Clean Shaven:	Boys must be clean-shaven at all times.
Undergarments:	Must not show at the open neck of shirts or above the waistband of trousers or shorts.
Beanie/ Cap/ Scarf:	May be worn outside but not inside school buildings.

The items listed above form the Darfield High School uniform. No non-regulation items may be worn at any time. This includes rainwear and jackets.

UNIFORM SUPPLY

New uniform items are available only through Darfield High School. Contact the School Office to make an appointment to order uniform items.

The first measuring and ordering dates will be between 1 August and 30 October 2008, 3.30pm to 6.00pm. Items ordered at this time will be ready for picking up on 23 January 2009. Appointments are essential. At the time of order, 50% of payment must be made, with the final 50% paid when uniform is collected.

Parents / students are asked to mark clearly all apparel and sports gear.

COMMUNITY EDUCATION PROGRAMME

At Darfield High School we believe that the school's Community Education Programme provides the wider community with opportunities to participate in learning situations. It is the policy of the school to provide quality adult education and to support community education provided by others.

At least fifteen percent of the school's allocated community education tutor hours are used by local groups who wish to provide their own courses for adults. The remainder of the tutor hours is used to provide a school adult education programme. The Community Education Forum is a committee made up of representatives from all areas of the community whose input ensures that courses are planned to fill the adult education needs of our community.

Nationally recognised qualifications such as NZQA Unit Standards in Word Processing, Desk Top Publishing and Spreadsheets can now be gained in some classes.

The most popular classes are those which have been specifically tailored to meet the needs of the community.

Should you require further information about Community Education in the Malvern area, do not hesitate to phone Ms L Jamieson (03) 318 8411 who is the Community Education Co-ordinator.

As well adult students can enrol for normal day time classes, **where there are available spaces in classes.**



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