



Kia Ora, Talofa lava, Kia Orana, Malo ni Fakalofa lahi atu, Bula Vinaka, Alo eleei, Namaste, Arun Soursdey, Tagalog, Sawa de ka & Hello

Welcome to Brandon Intermediate. We hope that the information in this prospectus will give you some insight into our values and priorities in educating our students.

Raising student achievement is our main task. We have changed and added to our practices and know, that with the support of their whānau, your children can achieve success in all areas.

Brandon Intermediate is a very proud school with strong traditions. Many of our students choose to come to Brandon Intermediate because their parents went here. They remember the strong values and activities that made their schooling so successful. We aim to build on these traditions.

Brandon Intermediate offers: uniform; sports; arts; reading; writing; mathematics; social skills development; technology; specialist art and music instruction; enrichment; outdoor education; multi-cultural performing arts (MPA); and camp.

Brandon Intermediate has teachers who are dedicated to teaching, who set high expectations for learning and behaviour and teach...

BRANDON PRIDE

Brandon is the intermediate for Porirua East



Paul McKendry and Katy Adeane

Brandon Pride

We show Brandon Pride when we are Safe, Respectful Learners.

Our commitment to students at Brandon is to provide a stimulating education that, with the support of family and community, sets high expectations, builds a platform for learning and develops student's individual strengths.

At Brandon our core beliefs are that we demonstrate:

- a welcoming, well-maintained environment
- fairness, respect and honesty
- students making sensible choices and taking responsibility for their actions
- teaching and learning of the highest quality
- parent and community involvement in student learning

We promote BRANDON PRIDE 4 LEARNING

Key Indicators for showing Brandon Pride 4 Learning:

I am safe when I:

- keep myself calm
- am with my friends
- report any problems to an adult &/or peer mediator
- follow the school rules
- ask permission to leave any setting

I am respectful when I:

- am fair
- use manners
- am an active listener
- help with the environment
- appreciate others' cultural differences

I am a learner when I:

- am prepared
- am an active participant
- am a team player
- am focused
- follow instructions
- do my best





At Brandon Intermediate we are committed to:

- ensuring students have provision for learning and experiencing Te Reo and Tikanga Māori
- meeting the requirements of the National Education Guidelines
- delivering a curriculum that provides a balanced programme, as outlined in The New Zealand Curriculum
- engaging and working with parents, whānau, the wider community and external agencies to enhance educational outcomes for all students
- working co-operatively with other schools in the Porirua East area
- operating Brandon Intermediate according to all statutory obligations as outlined in the National Administration Guidelines.

Brandon Intermediate School Strategic Goals

At Brandon Intermediate we are committed to raising student achievement

Supported by:

- Focused and informed teaching and learning in each classroom
- Strengthened relationships across the school community
- Learning with Digital Technologies
- Governance and leadership focused on teaching and learning



Transition to intermediate

We make every effort to ensure our children move confidently and naturally from their primary schools to Brandon Intermediate and then on to secondary school. The following steps are taken to assist children in moving from their contributing school to Brandon. Similar steps are taken in the transition to secondary school.

- School representatives will visit each contributing school towards the end of the year to share information with students and parents.
- Parents are welcome to visit Brandon Intermediate and will be warmly greeted and shown around the school.
- Senior staff will meet with year 6 teachers of contributing schools and discuss the learning and/or social needs of each student enrolled at Brandon.
- Information about each child's achievement, personal qualities, home environment, abilities, interests, health, etc. is received from all contributing schools. This remains confidential.
- Every attempt is made to place each student in a class with someone with whom they are familiar. Parents sometimes make recommendations to their child's current teacher. There should not be an expectation that your child will be placed with a friend.

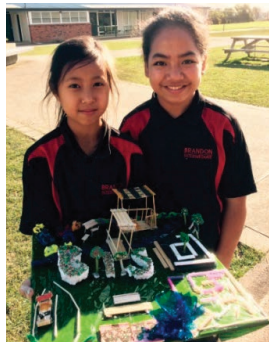
First Day Requirements

The 2016 school year for all students begins on Monday 1st February 2016 at 8.55am. At this time all new students will gather in the school car park to prepare to be welcomed onto the school with a Powhiri.

Students need to arrive in full school uniform, with their school stationery, PE gear and lunch.

Year 7 students will spend part of their first week at Brandon Intermediate as a whole year group getting to know each other and the school staff, learning Brandon Kawa and school expectations.

A stationery list for 2016 is included with the school enrolment pack.



Curriculum

The New Zealand Curriculum sets the framework for learning and teaching in New Zealand schools. It allows each school the scope and provision to design their own 'local curriculum' reflective of their school, pedagogy and community.

At Brandon, we are committed in providing a stimulating and engaging curriculum that builds on our students' prior learning and develops their individual strengths.

Brandon Intermediate



We prioritise a strong focus on literacy and mathematics and provide our students opportunities to develop a range of thinking and learning skills that will be part of their development towards being independent learners.

The opportunities included are sport, multicultural performing arts (MPA), learning other languages, education outside the classroom and Waka ama.

Students receive specialist teaching in music, visual arts, hard materials, soft materials and food technology. Seven other local schools also attend these classes throughout the week.

Digital technology

Students at Brandon Intermediate use digital technologies as an integral part of their learning. We want students increasingly confident, competent and creative in all things digital, so all classes have allocated devices such as Chromebooks, iPads, desktop computers, as well as access to an ICT Suite. There is wireless throughout the school and ultrafast broadband.



Students are encouraged to bring their own devices to school. Please ask for a BYOD form if you would like to know more. Students are also taught to be responsible digital citizens and they all sign the "Responsible Use Agreement" before using computers.

All students at Brandon Intermediate have a Google Apps account which includes Mail, Drive (Docs, Spreadsheets, and Presentations etc.) and Calendar. As part of this all students have anywhere/anytime web-based access to email, class resources, storage and the ability to create documents and presentations.

Camp and Special Events

Intermediate should be a very special two years for our students. We aim to build on the learning that our students bring with them. We have extension lessons for students needing an extra boost with their learning and also for our more capable students. ICT plays a big role in how we extend students.

We aim to give them new and exciting experiences. This year we are offering all our students the opportunity to go on camp to the South Island. This is a massive project involving fundraising as well as all the teaching and learning involved. In 2014 a small group went the AIMS games in Tauranga. We are already thinking what big adventures we can offer our students in 2016.



Kapokapo is huge for our students, all the language weeks we celebrate, Battle of the Bands, extension art plus our BIG Brandon show every two years.

Term Dates for 2016

Term 1

Start:	Monday 1st February
Finish:	Friday 15th April
School Holidays:	Monday 18th April to Friday 29th April
Public Holidays:	Waitangi Day, 8th February Good Friday, 25th March. Easter Monday, 28th March Tuesday after Easter Monday, 29th March ANZAC Day 25th April (during school holidays)

Term 2

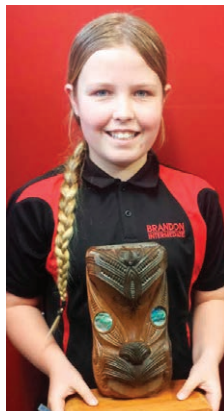
Start:	Monday 2nd May
Finish:	Friday 8th July
School Holidays:	Monday 11th July to Friday 22nd July
Public Holidays:	Queen's Birthday, 6th June

Term 3

Start:	Monday 25th July
Finish:	Friday 23rd September
School Holidays:	Monday 26th September to Friday 7th October

Term 4

Start:	Monday 10th October
Finish:	Wednesday 14th December
Public Holidays:	Labour Day, 24th October





General Information

School Day

School begins promptly at 8.55am and finishes at 3.00pm.

Interval is at 10.30am (25 minutes) and lunch is at 12.30pm to 1.20pm.

All students remain in their classroom to eat their lunch for the first 10 minutes of lunch time.

Office Hours and contact details

The school office is open every day between 8.30am and 3.30pm.

- Phone 237 4599
- Text 027 265 0268
- email office@brandon.school.nz

Attendance

Brandon Intermediate, along with other Porirua East schools, operates the RAAyS programme (Raising Achievement Across our Youth Sector). We are committed to raising student achievement and to improving student attendance so that our children have a better chance of learning. A pamphlet explaining the programme is available at the school office. It is important that your child is at school ready to begin their learning by 8.55am each school day.

Absences

If your child is absent please ensure that the school is notified before 9.15am. Contact with the school can be via phone 237 4599, text 027 265 0268 or email office@brandon.school.nz. Should we not receive notification of your child's absence follow-up checks will be undertaken by the school office staff.

NB: An explanation from a parent/caregiver is required for all student absences.

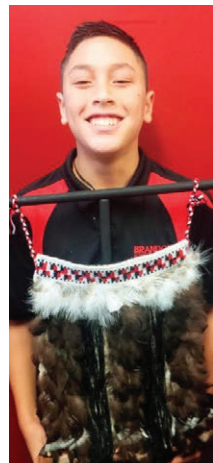
Students Leaving for Appointments

Students are not able to leave the school grounds during the school day unless they are collected by a parent or caregiver and are signed out by our office staff. This is so we can ensure their safety.

Newsletter

A newsletter is printed fortnightly and issued on a Thursday. Check your child's bag! Current newsletters can also be viewed on the school's website www.brandonintermediate.school.nz.

If you would like a copy of the school newsletter emailed to you, please advise the school office of your email address.



Skoolbag App

Skoolbag is a free mobile app for both iPhone and android devices which allows our school to communicate school news, newsletters, events calendar, cancellations, school notices, school information, school timetables, parent sick note forms, and other school documents to users.

The app is able to be installed on a device by going to either the Apple App Store or Google Play Store and searching on 'Brandon Intermediate School'.

Visiting the School

Parents and caregivers are welcome in our school. All visitors must report to the office on arrival and ensure the visitors' book is signed.

Communication with Parents / Whānau

All interviews should be arranged through the school office, telephone (04) 237 4599.

Formal interviews are scheduled during the year. You are always welcome to visit the school.

Reporting to Parents

Written reports are issued mid-year and at the end of Term 4. Parent/teacher/student interviews are held during Term 1 and again mid-year.

Parents are welcome to make appointments to see their child's teacher at any time by ringing the school office.

Stationery

A stationery list is included with the enrolment pack or can be found on the school website. Please purchase your child's stationery requirements prior to the first day of school so that a smooth and quick start can be made to their class programmes.





School Technology & Arts Fee

A compulsory Technology & Arts Subject Fee is charged for all students to cover materials students use and take home as part of the Technology and Arts programmes they participate in. For 2016 the subject fee is \$60.00 for the school year. Full Payment of this fee is required by the end of Term 1.

Information Communication and Technology (ICT) User Agreement

To ensure our information communication equipment and internet connection are used appropriately parents will be asked to read and sign the school ICT User Agreement. At the beginning of the school year each student will be guided through this document before signing it and agreeing to follow the school guidelines.

Student responsibility

Students are expected to take responsibility for their own conduct:

- The school uniform is worn correctly
- Basic class equipment (pens, ruler, exercise books, etc.) should be readily available
- If a commitment has been made to a team or activity, meetings must be attended and deadlines must be met
- Any home/school communication must be delivered
- Students display a high standard of behavior at all times



School lunches

The school canteen is open to students at morning interval and offers a range of healthy snack items. Students are able to order their lunch each week day with sandwich combo's and hot food options available.

Lunch order forms are available at the school reception and must be ordered by 8.55am each day.

Breakfast Club

A healthy breakfast refuels your body and jump-starts your day. Our school Breakfast Club offers breakfast food free of charge, available in the school hall between 8.15am – 8.45am.



Illness

If a student falls ill or is injured during the school day, they should report to the school office where a staff member will take care of them and notify a parent/caregiver if necessary. Students may not leave the school without permission. If a student is not well enough to remain at school, parents must make provision for them to be collected as soon as possible. If your child is unwell they should not be sent to school.

Medication

If your child requires medication while they are at school we are happy to help you out with this, however we are UNABLE to administer it if we do not have signed permission from parents to do this. It is very important that we receive permission in writing from a parent clearly stating what the medication is, what the dose required is, and how often it should be administered.

Health Nurse Visit

The Public Health Nurse visits our school each Thursday morning. If you would like your child to have an appointment with the nurse please contact the school office to make a booking.

Cellphones/MP3 Players/Personal Electronic Equipment

Students may bring cellphones and other personal electronic equipment (iPod, MP3 player) to school. However they are not to be used during the school day unless a staff member gives authorization. The items are to be handed into the Classroom Teacher at 8.55am each day for safe keeping until the end of the school day. Failure to adhere to this rule will result in the item being confiscated and a parent being required to come to the school to collect it.





Valuables

Additional items of value, including money should also be handed to the classroom teacher so that they can be secured. Consider carefully whether valuable items are necessary at school.

Uniform Requirements

All students attending Brandon Intermediate must wear full school uniform.

All students must wear the following items made especially for Brandon Intermediate School:

- School polo top
- Black school shorts or track pants
- School long sleeved microfleece top
- Black or white socks
- Shoes/ trainers (but not basketball boots)

It is strongly recommended that all students have a waterproof coat/jacket for bad weather. The school jacket is shower proof and is available from the school office, during office hours.

It is important that the uniform requirements are adhered to. Please ensure that ALL clothing has your child's name clearly marked on it.

Please see that your child changes into their ordinary clothes after school, as this ensures that their school uniform remains in good condition for the two years they are at Brandon Intermediate.

Please write an explanatory note if for some reason (e.g. shoe repairs) your child is unable to wear the correct uniform. This note is to be handed into the appropriate staff member between 8.45am and 8.55am so that a uniform pass can be issued.

For health and safety reasons covered shoes MUST be worn in the technology rooms at all times.



Uniform Purchases

All items of uniform are available from the school office with the exception of socks, shoes and additional wet weather clothing.

The school office will also re-open on 26th January 2015, from 9.00am to 2.30pm.

Uniform can be purchased during office hours throughout the school year.

Payment for uniform can be made by EFTPOS, cash, cheque and WINZ quotes. We are unable to accept credit card payments.

A uniform price list is included in the enrolment pack. Please note that the prices are all current at the time of printing, however they are subject to change.

Jewelry

For reasons of safety, rings in the ears and nose are not permitted. Cultural taonga are acceptable.

Board of Trustees

Brandon Intermediate is well supported by a hard-working and dedicated Board of Trustees.

Elections for new members are held every 3 years. The next round of trustee elections is scheduled for March 2016.

You are welcome to attend board meetings at any time. The board generally meets on the last Tuesday of the month in the staffroom at 6.00pm. If you would like to attend please confirm the meeting time with the office staff.

Chairperson:	Elizabeth Peilua
Parent Representatives:	Faliu Aitogi; Helanie Kemp; Camille Leipst
Staff Representative:	Peter Diglin
Principal:	Paul McKendry

