



Starting School Frequently Asked Questions

What are Rutherford School hours?

School starts at 8.50am. Morning tea 11.00 -11.30am (Play). 11.30-11.40am (Eating) Lunchtime 1.00 - 1.30pm (Play). 1.30-1.40pm (Eating) School finishes at 2.50pm.

We recommend your child arrives at 8.30am so they are settled and ready to start on time.

After School if children are playing on the playground they must be supervised by a Caregiver.

What does my child need to bring to school on his/her first day?

On the first day your child needs to have Morning tea, lunch, water bottle and (in Terms 1 and 4) a sunhat.

They will also need a full change of clothes in a plastic bag. Please ensure that all clothes are named. In term 1, your child will also need to have togs and towel most days.

Uniform

We don't have a school uniform at Rutherford Primary. Children are required to wear a hat in Terms 1 & 4.

Absent or Late

If your child is going to be late or absent from school, please contact the school office on 834-5467 and leave a message, email office@rutherfordprimary.school.nz or text 022 324 3942 or send a message through the Etap @School Parent Portal App. If they are absent, please let us know your child's name, room number and a brief explanation.

When your child is going to be away from school for more than 2 days, we require a note from home or a doctors certificate.

If your child is late to school, please bring them to the school office when they arrive to sign in.

If your child is not present at school and we are not informed, you will receive a text message alert asking you to contact us.

Parent Portal

Parents must connect to our Etap @school Mobile Parent Portal App.

On your child's first day of school you will receive an email with a link to sign up to the Portal. If you have any problems please contact the school office.

The Portal allows you to see class blogs, sign permission slips, see your child's attendance, receive all school notices.

How do I know what is happening at School?

Our main point of communication is the Parent Portal. All parents must be connected.

The school website <http://www.rutherfordprimary.school.nz/> contains a wealth of information, including the school calendar and the school newsletter.

School Donation/Koha

Rutherford Primary has opted into the Government school donation scheme. We do not ask for any school donations.

Stationery

A stationery list will be given to you stating what your child will require. We don't sell stationery packs at school.

Are there any foods that are not allowed at school?

We encourage parents to provide their children with healthy and nutritious lunches. We do not have any banned food however we do prefer children not to bring lollies, fizzy drinks etc to school.

We have a daily 'Brain Food' break each morning. We ask that you pack enough snacks in your child's lunch box for morning tea and brain food break. some examples of good 'Brain Food' are:

- Hard-boiled eggs
- Cheese and crackers
- Fresh fruit and yoghurt
- Vege sticks with hummus
- Sushi

What if my child has a food allergy?

If your child has an allergy, please notify Catherine Collins (Deputy Principal) and your child's class teacher. We will work with you to put a plan in place to manage your child's allergy at school.

How do you administer medicines/asthma inhalers/diabetics etc?

All medicines are kept in the school office and you will need to sign a consent form that allows the office staff to administer any medication. For asthmatics we hold all inhalers at the school office.

What if my child is sick?

If your child is unwell or gets injured at school you will be notified. Our school office staff each have current First Aid certificates and will make an assessment of your child. They will contact you should your child need to go home or require further medical attention.

What if we have to go to an appointment during school hours?

You must sign your child out at the school office before taking them off the school grounds. When your child returns you will need to sign him/her back in again. It is a Ministry of Education requirement that our school is able to account for all students at all times during the school day. It is preferable if you can also let your child's teacher know in advance if you will need to take them out of school for an appointment.

Before and After school care

We have SKIDS before and after school programme based in our school hall. They also provide holiday programmes. For more information, please contact Diksha 021 2134652. Or enrol on www.skids.co.nz.

Parking - (Dropping off and picking up children)

There is no parking in the school grounds. We do have use of the Te Atatu Baptist church car park, as a drop off and pick up point. If your child is sick and you have to pick them up or you have to drop items off you can park in the front carpark.

Can I bring my dog into the school grounds?

No, we don't permit dogs on the school grounds. If you are picking up your child and you have a dog with you, please make sure your dog is on a leash and away from the school gate.

How can I be involved with Rutherford Primary School?

We love parent help. If you would like to donate some of your precious time to help at school, talk to your child's Teacher. There are many different ways to be involved.

How can I make my child's transition from preschool to school easier?

It is also a good idea to show your child the playground before he/she starts. All of these things can be achieved at the pre-school transition visits. Some children (and parents) get quite emotional during the first few days of school. If your child is upset, say goodbye, leave your child with the teacher and walk away. If your child gets extremely distraught we will ring you. However, we find that children can pick up on your anxiety and it is more settling for them if they know that their teacher is going to look after them during school time.

What should my child be able to do before starting school?

Children arrive at school at many different stages of development. Some are ready for formal learning and some are not. At Rutherford School we aim to cater for a variety of learners and adjust our teaching programmes to meet the needs of the children. Some helpful things to practise before starting school are:

- Holding pencils etc and drawing/making marks on paper/writing letters in name e.g. Karen (not KAREN).
- Using scissors - we do lots of cutting and this is one of the most helpful things for children to know before they come to school.
- Be able to take clothing off and put it back on.
- Be able to wash hands and be self toileting.
- Have a practice with your child to make sure they can open all the little boxes and clicking lock. Make sure they can manage gladwrap. It is also helpful if you are able to cut up fruit and snip open packets so they are easy to access.