



*“We are a community who learn  
and grow together”*



Naumai e te whānau o te kura Waterloo  
Tēnā Koutou Katoa

Dear Parents and Whanau

Welcome to Waterloo School. We aim to make your child’s transition to our school as smooth as possible so here is a list of ‘Frequently Asked Questions’ and answers.

**1. When can my child start school?**

When he/she turns 5 or any day after that. Talk to your child’s teacher about the best day for your child to start. (Unfortunately children cannot start before their 5<sup>th</sup> birthday).

**2. What are Waterloo School hours?**

- School starts at 8.55am.
- Morning tea 10.40 -11.00am,
- Lunchtime 12.30 – 1.30pm.
- School finishes at 3.00pm

**3. How do I organise school visits for my 5 year old?**

Around 4 weeks before your child is due to start school a teacher will contact you to arrange school visits. We have two school visits for new entrants.

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

On the first day your child needs to have his/her stationery (a list is available from the school office). All books need to be named.

Morning tea, lunch, a water bottle and (in Terms 1 and 4) a sunhat.

### **4. Are there any foods that are banned 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.

### **5. What if my child has a food allergy?**

If your child has an allergy, you will need to fill in the health form in the Enrolment pack and inform your child's teacher.

### **6. 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 encourage students to be able to use their inhaler independently.

### **7. 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 a current First Aid certificate and will make an assessment of your child. They will contact you should your child need to go home or require further medical attention.

### **8. What if we have to go to an appointment during school hours?**

In the school office we have a sign in and out electronic tablet which you **must** enter before you take your child out of 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.

#### **9. What happens if my child is going to be absent?**

Please ring the school on 939 2055 any time and leave a message on the answer phone or alternatively an absence can be notified by email through the school website [www.waterloo.school.nz](http://www.waterloo.school.nz)

If your child is not present when the roll is called and we have no message from you, then you will be contacted. If your child is late for any reason, then he/she must come to the school office and pick up an orange arrival card.

#### **10. How can I be involved with Waterloo School?**

When your child has settled in to school routines you should approach his/her teacher and let them know of your availability. We actively encourage parent helpers especially in the Junior School.

We also have a Parents' Association which fundraises for the school to provide the students with many extras. Ask at the school office when the next meeting is and come along. It is a good way to meet other parents and learn more about the school without any obligation.

#### **11. How can I make my child's transition from preschool to school easier?**

If you have any portfolios or reports about your child, please show them to your child's new teacher.

Please make sure you have been in to the school and met your child's teacher and shown your child which classroom he/she is going to be in. It is also a good idea to show your child the junior playground before he/she starts.

Some children (and parents) get quite emotional during the first few days of school. If your child is upset, say good bye, 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

#### **12. 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 Waterloo 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 or making marks on paper.
- ❖ Writing letters in name eg 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.

### **13. How are children classified for year levels?**

For children who have their birthday before 1 July – they are classified Year 1. They will move to Year 2 the following year.

For children who have their birthday after 2 July – they are classified NE/Year 0. They will move to Year 1 the following year.

At Waterloo School we often meet with parents of June/July students and discuss with them the options for the following year. Some children are ready to move to Year 2 and some would benefit with consolidation in Year 1.

If you have any questions, please do not hesitate to ask.

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