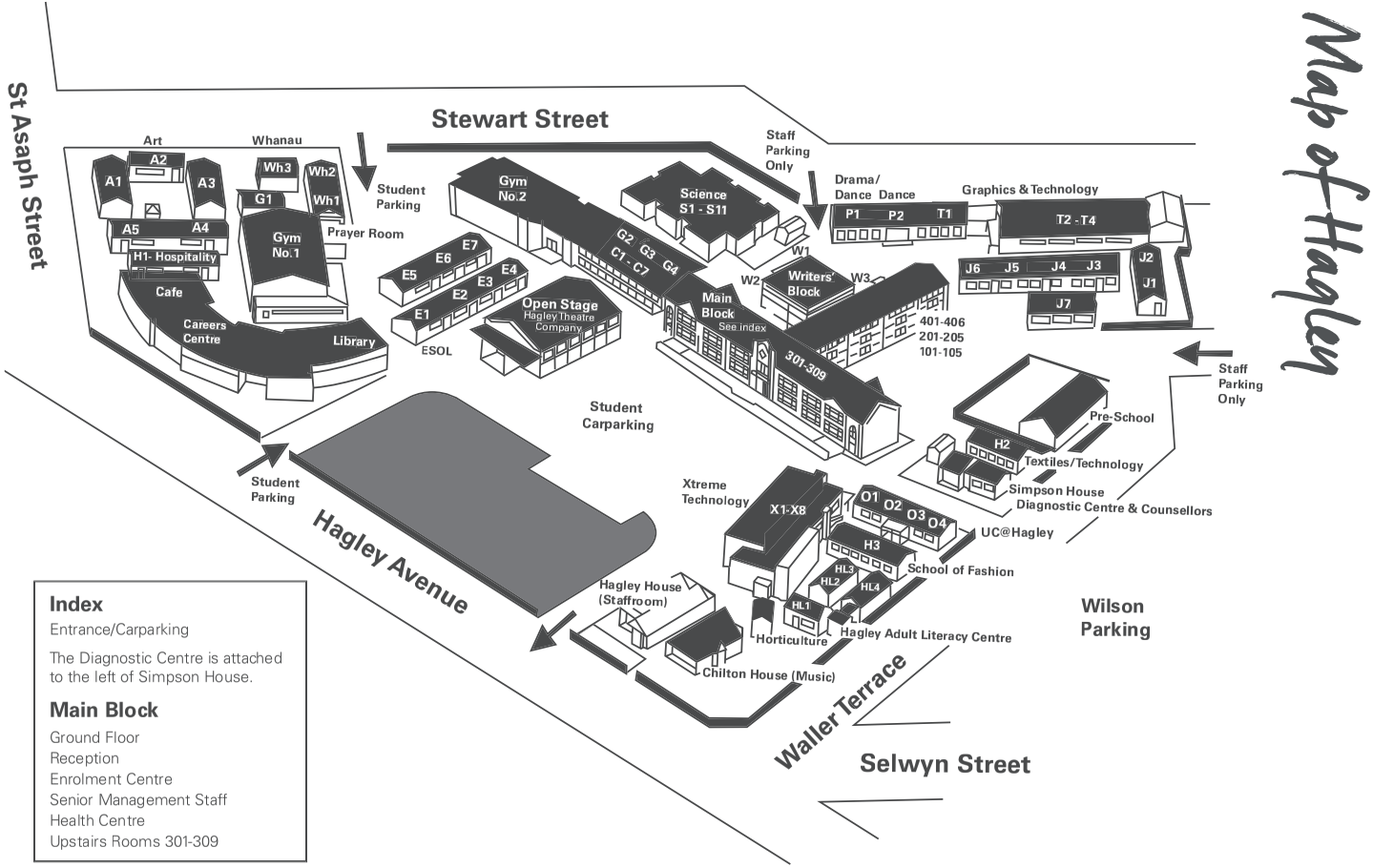
Hagley College™
TE PUNA WAI O WAIPAPA

Student Guide

Senior College 2018

Map of Hagley



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Entrance/Carparking

The Diagnostic Centre is attached to the left of Simpson House.

Main Block

Ground Floor
Reception
Enrolment Centre
Senior Management Staff
Health Centre
Upstairs Rooms 301-309

Welcome to Hagley!

Hagley is a great place. It is an all age community college. It is a multi-cultural community with a with a **strong whānau focus** and a large number of international students. It is a co-educational community in which equal opportunity is valued. People come here from all parts of the city and all sectors of the community. We expect every person on the campus to make sensible use of their time, respect the opinions of others and care for the facilities provided. We aim to provide an adult learning environment.

At Hagley we value:

Tika - Integrity

Mana - Respect

Whakamarumaru - Responsibility

Whakawhirinaki - Trust

Beginning of the Year

This can be a difficult time - for both students and staff! Please be patient and anything you are unsure of, please ask. **If you are lost or uncertain - go to the main reception area.**

It is vitally important for the College to be sure how many students are in every class and make adjustments if numbers are too high or too low. To help us and you to get things right, please note:

- **You must attend the first sessions of your classes. If you cannot do so, please inform us or you may find your place in the class has been taken by another student.**
- We try to keep the timetable unchanged but changing numbers mean that some subjects may be moved. If your timetable is changed you will be informed.

A list of basic stationery requirements will be given out by class teachers.

YOUR STAFF

Mike Fowler
Principal

Ros Jackson
Deputy Principal :
Staff Wellbeing

Marie Stribling
Deputy Principal :
Student Learning

Rowan Milburn
Deputy Principal :
Student Wellbeing

Suzanne Waters
Director of Junior College
& Year 11 College

Kathy Constable
Director: Placement and
Learning Support

Lisa Keating
Year 11 Well-being
Programme Leader

Jenny O'Sullivan
Year 12 Dean

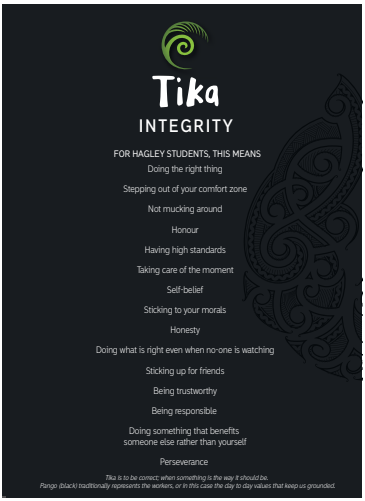
Tina Munro
Year 13 Dean

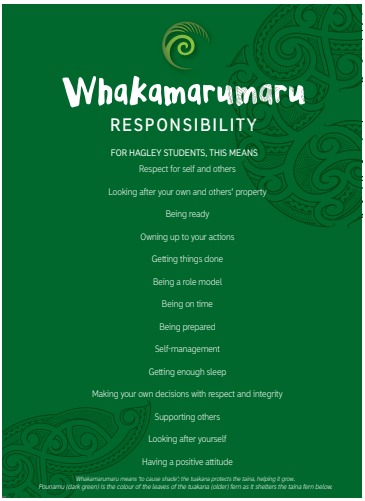
Student Well-being Team

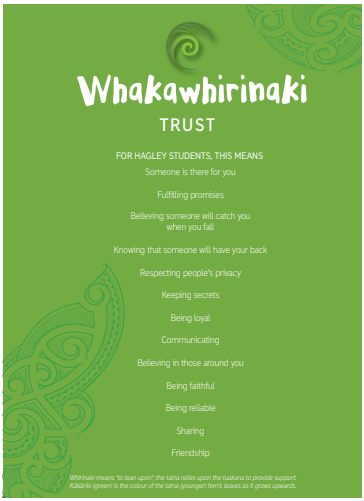
The College has a strong well-being team led by Rowan Milburn (Deputy Principal and Suzanne Waters (Director of Junior College/Yr11). You can call in to see the them their offices in the main block or leave a message at reception.

Each student can access the Deans in the student well-being area (ground floor in the main block). Here you can find **Tina Munro** - Year 13, **Jenny O'Sullivan** - Year 12 and **Lisa Keating** - Year 11 well-being programme leader. They can work with you to help you overcome problems relating to your progress at Hagley. Your tutor may refer you to a Dean or you can approach a Dean yourself.

Hagley College Values







Preparing for 2018

Reflection

Write a brief paragraph introducing yourself to your tutor, teacher.

You might like to include some general background information, what you have done in the subject area previously, what your study and personal goals are for 2018, and any notes of strengths and areas of improvement.

Personal Wellbeing

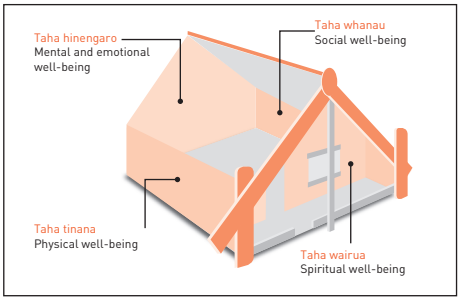
At Te Puna Wai o Waipapa we are using some specific strategies to support and promote our students' wellbeing. The approaches that we are incorporating fit with a Positive Education approach, which is a combination of evidence-based Positive Psychology strategies and educational best practice.

Some of the key approaches we have introduced are outlined here. There are many overlaps between models and strategies: gains from one approach can feed into gains in other areas.

TE WHARE TAPA WHĀ MODEL OF HAUORA

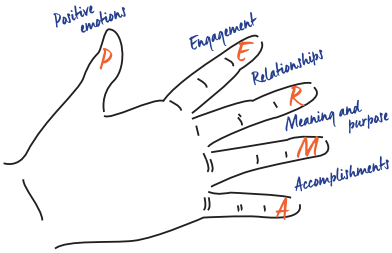
Mason Durie (1994) developed Te Whare Tapa Whā to show the importance of the four aspects of health where each wall is essential to making a sturdy and resilient house, all built on te whenua.

We can use this model to reflect both on individual wellbeing and the hauora of groups and communities we are part of.



PERMA THEORY OF WELLBEING

Martin Seligman (2011) developed a PERMA model for wellbeing.



We can use this as a way to quick-check the balance of different aspects of our lives, and identify where a shift in focus might be beneficial to our wellbeing. Using the framework of the PERMA model can be useful for reflection and goal-setting.

GROWTH MINDSET

Carol Dweck (2006) identified that adopting a growth mindset can have a significant impact on learning, motivation and achievement. A growth mindset is a belief that skills can be learned and intelligence can be developed.

A growth mindset may seem more familiar on the sports field, but research shows the benefits of transferring this attitude to academic and other areas. We seek to intentionally frame challenges and as opportunities to learn rather than seeing them as threats, and to see failures as interesting, informative, and motivating rather than discouraging.

Motivation can be damaged when we have not had experiences of success and we come to believe that failure at a task is a fixed state. Fixed mindset thinking can also be damaging for people who are who are used to easy success when they first meet a setback or challenge that requires hard work.

We want our students to reframe and embrace feedback, challenge, setbacks, hard work. Research shows that how parents respond to their children's failures can have a big impact – aim for 'learning-oriented reactions'.

You can promote a growth mindset by prompting your children to adjust their language:

I'm great at this. >> *I'm on the right track.*

I can't do this. >> *I'm going to train my brain to do this.*

Tē taea. >> *Ka taea e au tēnei ako.*

NGĀ PŪKENGA O TE TANGATA - CHARACTER STRENGTHS

We look at character strengths according to a framework developed by Christopher Peterson and Martin Seligman (2004). Their work outlines the benefits of focusing our attention on strengths rather than weaknesses. The approach is not about identifying fixed personality traits, but seeing aspects of character as similar to muscles that can be developed and strengthened. Research shows that both knowing and deliberately using character strengths to meet challenges can increase individuals' positive emotions and have a preventive effect on mental illness.

A strengths focus also helps to develop a positive environment and can contribute to feelings of happiness and building relationships, which in turn ties back to different aspects of the PERMA model.

Some of the ways we use character strengths include identifying which strengths are currently our strongest (signature strengths), using signature strengths to gain leverage on meeting a challenge, choosing a lesser strength to develop, and recognising the use of strengths in ourselves and others. For example, being aware of overusing various strengths and reframing unhelpful habits is shown to be a strategy that enhances wellbeing and academic progress for students who struggle with perfectionism.

For a snapshot of your present strengths, you can do a VIA Character Strengths assessment through the www.allright.org.nz website.

Kerry Keats
NCEA Administrator

National Qualifications

Kerry Keats is the NCEA Administrator and has an office in the Enrolment Centre.

The National Certificate of Educational Achievement (NCEA) is the main national qualification for secondary school students in New Zealand. NCEA is a national qualification on the New Zealand Qualification Framework. Standards students achieve as part of NCEA can be used as building blocks for other qualifications. NCEAs are recognised by employers, and used for selection by universities and polytechnics, both in New Zealand and overseas.

How It Works

- Each year, students study a number of subjects.
- In each subject, skills and knowledge are assessed against a number of standards.
- At the College we use a range of internal and external assessments to measure how well our students meet these standards. Internal assessments take place throughout the school year and external assessments are assessed by examination at the end of the year.
- When a student achieves a standard, they gain a number of credits. Students must achieve a certain number of credits to gain an NCEA certificate.
- Subject teachers will provide a full course outline at the beginning of the year showing all the available standards the course offers.
- There are three levels of NCEA certificate, depending on the difficulty of the standards achieved. In general students work through levels 1 to 3.
- Students are recognised for high achievement at each level by gaining NCEA with Merit or NCEA with Excellence. High achievement in a course is also recognised.
- Fees are payable for each year you participate in standards.
- For more information, check the NZQA website www.nzqa.govt.nz.

Appeals

Students have the right to appeal assessment results. The process is to first discuss this with your subject teacher. A request may be made to involve the Head of Department or another teacher. If this does not resolve the issue, the appeal may be put in writing to the Deputy Principal : Student Learning, Marie Stribling.

Reassessment

The opportunity for a further opportunity for reassessment will be provided where possible. Please refer to the course outlines for the individual subjects you are studying.

Special Assessment Conditions

If you identify as needing special assessment conditions, such as a reader/writer, please ensure you contact Kerry Keats at the beginning of Term 1. Failure to do so may prevent NZQA in approving this facility. The College will not approve the use of reader/writer or other special assessment conditions where the validity of the assessment is compromised. Full reports may be required from professionals each year to allow the College to apply to NZQA to use special assessment conditions.

Attendance

As part of the acceptance of an enrolment into Hagley, students commit to full attendance in all of their programmes for the complete academic year.

The expectation of our students is that you will be in class at all times, unless illness or other important circumstances prevent this. If you are absent for any reason a phone call must be made to the College on the day the absence occurs, you will also be required to bring a note written by your caregiver on the day you return to school. Your caregiver can then ring your tutor to discuss your attendance if they are concerned. The College will engage the services of the District Truancy Service if any student under the age of 16 absents themselves from school without reason.

Incentives and rewards such as Pizza with the Principal, run in Terms 2 & 3 to promote positive attendance with the College. Our Wellbeing Administrator, **Illa Russell** has responsibility for the College's daily attendance. She is located in Simpson House.

Absence

Adolescent students: If you are absent from the College, your parent/caregiver is to ring the College Hotline (379 3090 ext 1) on the morning of the absence and give your name, reason and how long you will be absent. On your return after any absence you must bring a note from your parent/caregiver stating the reason for the absence and date(s) of the absence. **Place the note in the wooden box on the front desk at reception.** If you miss an important test or assessment a note is essential if you are asking for consideration.

*If using the Hagley College App you can ring directly from the app or alternatively send the attendance administration an email.

Adult students: If you are an adult student, you will be removed from a class if you are absent 20 consecutive days without notice. If you are absent from all classes for 20 consecutive days you will be considered to have left the College and will be withdrawn from the roll.

Information and Facilities

Student Cafeteria

The Cafeteria offers a full range of hot and cold food and refreshments.

Careers Centre

The Careers Centre is a student information and resource centre situated in the Student Centre. Here you will be given information and assistance with:

- career profiles and planning
- careers information
- Gateway
- study skills
- career counselling
- tertiary education information
- QUEST database/CareerQuest
- STAR courses
- computer interest and ability assessment
- curriculum vitaes
- NZQA Framework Explorer
- Student Allowance
- work exploration
- job vacancies and applications
- Teachers College and university applications
- scholarships
- Youth Training and TOPs courses.

Computer Access

You will be issued with a user name and password to enable you to access your own file storage space on the Hagley network. Your teachers will show you how to do this. All students have their own email account. Your email address is: firstname.lastname@student.hagley.school.nz.

The Library classroom is available for student use between 8.30am and 4pm Monday to Friday, before school, at interval, lunchtimes and after school.

Digital Citizenship Agreement

Every user of the College computers, devices or accessing the college network/wifi agree to the terms of Hagley's Digital Citizenship Agreement. This agreement encompasses digital access, literacy, communication, security, etiquette, rights and responsibilities, commerce, health and wellness, and law. Appropriate behaviour is grounded in the values of respectfulness, accountability, positively represents yourself and the College, honesty and fairness. This is available from any College computer at log on. A copy is also available from the College Well-being Team.

CANDO Cards

The CANDO card is a student ID for full-time secondary school students which entitles the user to concessions. Students under 18 can use the card to get reduced fares on Christchurch Metro Public Transport Services. If you leave school or turn 18 the card becomes invalid for bus travel. Bus drivers have the right to confiscate the card if there is reason to believe that it is being misused. A student ID card is available for full-time Adult students.

18+ Card

For students 18 and over you can apply for an 18+ Card to use as official identification.

Daily Notices

A daily notice is distributed each day. A copy is put on the main notice board and teachers read out the notices to each class. Remind your teacher if they forget! Listen for items of interest, assembly times, meeting times. If you wish to put an item in the daily notices hand it in at the Senior Leadership Team reception by 3.30pm the day before.

Disability Access and Facilities

The main block and the X-Block both have easy access for disabled people. A lift is available (see reception for access). Disabled toilets are signposted. Prefab classrooms have ramp access.

Enrolment Centre

Enrolment Centre staff will help you with course changes, timetables, payment of money, leaving certificates and many generalised enquiries where you just need help. Located in the main block, the Centre is open 9am-8.30pm Monday-Thursday, 9am-3pm Fridays. EFTPOS and credit card facilities available.

ELL (English Language Learners)

The ELL Department welcomes students from all around the world with all levels of English proficiency. Both full and part time classes are run for adults. A full-time high school preparation class is offered for adolescent students. All students are tested on arrival and placed in the class best suited to their ability. When ready, students leave the ELL Department and join students in the mainstream. All ELL students in the mainstream have a tutor who will help them with any problems.

ELL students are welcome to join all sports teams, the several choirs and can receive musical instrument instruction through the Music Department.

Gender Neutral Toilets

These are located in the technology block, ground floor in X-block, at the end of the 300 level corridor in the main building in Simpson House and in the Gym 2 foyer.

International Students

Hagley has welcomed international students since 1990. We know it can be a confusing time for you when you first arrive and have to settle into a new school. To help you have a successful time at Hagley we have specialist staff who are available to help you.

Ros Jackson is in charge of international students and can be found in her office in the Senior Leadership area. **Sharon Cumming** can be located in the Enrolment Centre and can assist international students with financial matters. **Kerry Keats** is also in the Enrolment Centre and can help you with Visa and Health Insurance matters.

Lost Property

May be claimed from reception. The daily notice system may be used to advertise the loss of an item. Lost property will be held for two months.

Photocopier

A photocopy service is available in the Library. The photocopiers in the main block are for staff use.

Reports

You will receive a full report at the end of Term 2 and 3. There will a Meet the Teacher evening for parents and caregivers in Term 1 and a Report Evening in Term 3.

Learning Support

Kathryn Constable
Director: Placement and Learning Support

LEARNING SUPPORT & PROGRAMME ENHANCEMENT: DIRECTOR: Kathryn Constable
All students need to experience success in their learning. We provide many services for students who benefit from additional learning support, and by having teachers helping to enhance their learning programme to better cater to identified learning needs.

ACADEMIC DEAN: Tracy Murphy
Helps to identify and support students through extension of the curriculum and enrichment beyond it: stretching them in areas of strength and developing them in areas of weakness. This is coupled with support and guidance of all appropriate school personnel in meeting these students' needs.

ADDITIONAL LEARNING SUPPORT : Kerrin Dawe
To support students who have been identified as having additional education needs, including those requiring Individual Education Plans. Helping to provide a transition focus: including those requiring Individual Education Plans. Helping to provide a transition focus; including the development of supported learning standards and links into tertiary pathways.

DIAGNOSTIC UNIT: Tracy Gillanders and Eleanor Lightfoot
Provides information pertinent to the educational needs of the student, and in assessment for Special Assessment Conditions.

LITERACY: Vickie Taylor
Identifies student's literacy needs, providing appropriate support for students, and teachers of these students. Provides professional development of literacy across curriculum settings.

SPECIAL ASSESSMENT CONDITIONS: Office Administrator : Michaela Heenan
Candidates with Permanent or long-term conditions or learning difficulties, which will significantly impair their performance in specified external and internal assessments, may apply for Special Assessment Conditions'.

TARGETED LEARNING: Ian Hegarty
A curriculum and life-skills programme, providing a base as for students' inclusion into programmes delivered throughout the school.

Library

The Library is open from **8:30am to 8pm Monday to Thursday and 8:30am to 4pm on Fridays**. You can borrow up to four books (books are issued for three weeks). It is important that you return your books by the due date as other students may be waiting for them.
The Library staff are happy to help you locate the information you may need for your course work.

Liz Jones is the Librarian. If you cannot find what you need, please ask!

- fiction and non-fiction books
- ebook collection
- easy readers
- information file
- daily newspaper
- scanner
- graphic novel and manga
- email
- access to EPIC databases
- large variety of magazines
- children's books
- colour photocopier and printer.

Signing out

If you are Yr11-13 and leaving the College at lunchtime or during a non-contact time. Please sign out by visiting the school portal at www.portal.hagley.school.nz + click on the sign out button.

Transport

Bicycles:
All bicycles left in stands must be locked (hardened steel D-locks are recommended). Insurance against theft is strongly recommended and we suggest that you record the bicycle frame number so that it may be identified if stolen.

Cars/motorbikes:
Students with restricted licences are expected to follow Ministry of Transport restricted licence regulations in using vehicles for College purposes. **Adolescent students may not carry passengers without the written approval of the parent/caregiver of each of the students concerned.** This written approval is then given to the appropriate year level Dean.

Parking:
All students who have a restricted/full licence can request a 2018 parking permit.
Strict conditions apply. Parking permits will be issued at Orientation and afterwards from Reception. No permit is given to students who hold a learners drivers licence. One permit per student only.

Student Services

Anne Farrall
Nurse

Health Centre

The Health Centre provides a service for accidents, injuries or illness while at College. Here you can get information on:

- medical conditions
- doctor and dental appointments
- assistance for students with special medical needs
- drug and alcohol referral assistance.

Counselling Services

Leanne Buchan
Counsellor

Michael Gilchrist
Counsellor

Jennifer Sanders
Counsellor

Illa Russell
Wellbeing Administrator

Hagley is a diverse community and we support and encourage students to be their authentic selves. If you have worries about any issues facing you, your family or friends, such as anxiety, depression, stress, eating problems, alcohol and drugs, bullying, making friends, sexuality or gender related issues or anything else, we are happy to help you discover ways to resolve these in a safe and confidential environment.

Michael Gilchrist, Leanne Buchan and Jennifer Sanders are the counsellors this year. If you wish to see a counsellor, go to Simpson House between H2 and O blocks. If a counsellor is available they can see you straight away, or you can make a time with the Wellbeing Administrator who works out of Simpson House. You can also now text the counsellors on the following numbers to make an appointment time:

Michael: 021 1916 043 **Leanne: 021 1939 705**

Donna Steel
Deans Administrator

Student Support Manager

Students who have concerns with any area of their schooling and wish to see a Dean can make an appointment through Donna Steel in the Student Wellbeing Area in the Main Block.

Harassment

Hagley College provides an environment where harassment of any kind is neither tolerated nor condoned. If you are being bullied report this to a teacher, your Dean, the Head of Junior College or the Deputy Principal : Student Well-being, and your complaint will be dealt with.

Our Board of Trustees has a policy on Harassment which protects everyone who works or studies at Hagley. This includes all students, teachers and employees. Harassment is unwelcome behaviour which can interfere with the teaching and learning processes or the work of employees.

No person at Hagley has to put up with any bullying, harassment or discrimination because of their sexual orientation. If this is happening to you, contact Rowan Milburn or a Sexual Harassment Officer with responsibility for supporting gay, lesbian or transgendered members of the community.

We have students from all over the world. No student should suffer any form of harassment because of their ethnicity, the colour of their skin, or their religious beliefs. Approach a Harassment Officer, or Rowan Milburn, if you feel you are being racially harassed.

You do not have to feel unjustly treated at Hagley by another student, or staff member.

You have the right to feel emotionally and physically safe at all times. If you feel you are not being treated fairly we have a complaints procedure that can support you to resolve this. To find out the procedure contact either one of the counsellors, the Deputy Principal : Student Well-being or one of the Deans.

The same applies to cyber bullying if you are receiving threatening or abusive messages on any platform report this to the police if it is from a non Hagley person or in the first instance your Year level Dean.

Cyber Bullying

We treat this bullying very seriously. If you are receiving abusive or threatening texts, messages on Facebook or any social networking site, you are to report this to Suzanne Waters (Juniors) or Rowan Milburn (Seniors).

Student Activities

Young Leaders @ Hagley

This group (formerly the Student Council) is composed of students from the Junior and Senior College together with the student representative on the Board of Trustees. The role of the group is to: Students have the opportunity to participate in a range of leadership roles within Hagley and in the wider community. This provides you with skills & experience beyond the class room and looks great on your CV too!

- represent the views of students
- inform students on matters that are of concern to them
- establish networks to receive advice and evaluation from students via the Council
- undertake projects that the Council will select each year.

Students interested in participating in the Young Leaders @ Hagley should contact Rowan Milburn or Natalie Collier.

Sports and Recreation

Sports teams at Hagley develop in response to student interest as well as staff expertise and availability. All students up to the age of 19 are encouraged to join a sports team.

Athletics and cross-country sport days are held annually.

We have a Sports Co-ordinator who supervises the gymnasium at lunchtimes and intervals for recreation or sporting competitions. Students can also borrow equipment for lunchtime use, e.g. touch rugby balls, volley balls, basketballs.

Adult students can participate in all lunchtime competitions. Check with the Phys Ed staff.

If you are keen to help with coaching or transport for adolescent students let them know that too.

Student Representative on the Board of Trustees

Hassan Hassan
Student Rep

In September of each year elections are held for a Board of Trustees student representative. Students on the current roll under 19 and from Year 10 up are eligible to be nominated and to vote.

Your student representative for 2018 is Hassan Hassan.

You can read more about Hassan at
www.hagley.school.nz/about/board-of-trustees/

Clubs & Activities for 2018

This list may change as new clubs & activities are added. Keep an eye on student notices for any changes.

You can sign up for these on orientation.

Club/Activity	Teacher in Charge	Day	Time	Venue
Maths Tutoring	Angela	Monday	Lunch	Rm 403
Juggling Club	Angela	Thursday	Lunch	Gym 2 Annex
Horticulture Club	Carol	Wednesday	Lunch	Hort Shed
Chess Club	Tony	Wednesday	Lunch	Rm 306
Young Leaders @ Hagley	Rowan	Tuesday lunch	12	G4
Spirit of Adventure	Kay	As needed		
Creative Writing	Faith	Thursday	3pm	W3
Environment Group	Dave	Friday	Lunch	G4
Theatre Sports	Brendon	Wed / Thurs	Wed Lunch & Thurs 3pm	X8
CV help	Kim	Wednesday	Lunch	Careers Room
Learners licence help	Kim	Thursday	Lunch	Careers Room
Anime / Manga Club	Tina	Wednesday	Lunch	Deans office
Book Club	Liz	Tuesday	Lunch	Library
Textiles tutorials	Robyn	Friday	Lunch	H2
Rainbow Diversity Safe Space	Leanne / Lisa	Monday	Lunch	01
Sport				
Summer & Winter	Clint & Mikey	Mon/Wed		
Kapa Haka	Regan	Thursday	Interval	Whare
Organised Recreation	Mikey	Tuesday	Lunch	Gym 1
Debating		Thursday	Lunch	Rm 103
Film Club	Naomi	Wednesday	3pm	X5
Tramping Club	Jenny	As required		
Formal Committee	Jenny		Term 2&3	
Board Riders Club	Kim	Tuesday	Lunch	Careers
Choir	Annabel	Monday Wednesday	2:45pm 8:30am	X4 X4

School Guidelines

The primary purpose of these guidelines is to provide students and staff with a safe and pleasant learning and teaching environment.

Dress

While acknowledging the right of students to dress individually, it is expected that all clothes worn are clean and in good repair. It is expected that clothing worn is suitable to be worn in an educational institution. There is a requirement that clothing is not too exposing and does not have pictures, designs or language displayed that is offensive to others. Students need to be aware that while the College does not have a problem with students with body piercings, some course providers and employers do. If you intend seeking placements on courses or work exploration you need to be mindful of this. **Please note:** the wearing of long studs as worn accessories is not acceptable at Hagley, and students will be asked to remove them. Shoes must be worn at all times.

Detentions

Although we operate a formal detention system we expect that senior adolescent students will not be incurring detentions. Students are given written notice of a detention and repeated detentions will be followed up with interviews with Suzanne Waters - Director of the Junior College and Year 11.

Boundaries of the College

The supervision area includes all of the College and the surrounding streets (both sides) as well as the area of Hagley Park immediately opposite the College up to the edge of the hockey/cricket field. The pathway around the park is to be kept clear at all times for joggers etc. We supervise this area for your safety. For the purpose of these rules, the supervision area is considered part of the College.

Physical and Verbal Violence

Physical or verbal abuse or intimidation of staff or students will not be tolerated.

Racial, Gender Orientation and Sexual Harassment

Hagley Community College provides an environment where harassment is neither tolerated nor condoned. Sexual harassment contact people are available to deal with concerns you may have in that area. The College also has a racial harassment officer.
See under Student Services who to contact if you are being harassed.

Alcohol, Drugs,Solvents

The consumption, possession, supply and being under the influence of such substances is prohibited on the College premises, within the College vicinity, for all students travelling to and from the College, at College functions, and on College trips. The College's Well-being Team have a zero tolerance policy for such substances.

Smoking

Hagley has a smoke-free environment policy. Smoking on the College site is prohibited for all students, staff & visitors. Hagley Park is also a smoke free environment from 2018.

Theft

The theft of any property belonging to the College or individuals is a serious offence. If you have to bring something valuable to school hand it in to Reception for safe keeping.

Movement about the College

All movement in the grounds and within buildings is expected to follow common sense rules, e.g. observing "left hand" system in corridors. Cycles should not be ridden so as to endanger or inconvenience pedestrians. This applies particularly near the Pre-School and on blind corners. Cars must observe speed limits set and must not be driven in a way that would endanger others.

Emergency Procedures

You should read the instructions posted on the wall close to the door of each classroom you use. These instructions give details of the evacuation route you have to take and show the area you have to meet in after leaving the building.

Fire:

A continuous alarm bell will ring.

1 Follow the directions of your teacher.

2 Use the evacuation route for the classroom you are in.

3 Move quickly - do not stop or detour to collect personal items.

4 Stay in your class group at your assembly area. Sit on the ground at that point.

If the fire alarm rings at interval or lunchtime assemble on the front basketball court and wait for instructions from staff.

Earthquake:

Do not congregate near buildings where there is a danger of falling debris!

1 Take cover under a desk or reinforced structure.

2 Keep your back to any glass.

3 Crouch with your hands clasped on your head.

4 Stay inside.

5 After the earthquake follow the teacher's instructions and/or use the evacuation procedures posted on the wall.

6 If you are outside stay at least 30 metres away from the main block and make your way to the nearest assembly area.

7 Keep clear of broken or overhead power lines.

My subjects and teachers are:

	SUBJECT	TEACHER
Option 1 - Tues 8.40-10.30 Fri 12.45-2.45		
Option 2 - Mon 12.45-2.45 Thurs 8.40-10.30		
Option 3 - Mon 8.40-10.30 Thurs 12.45-2.45		
Option 4 - Mon 11-12, Wed 10-12, Thurs 11-12		
Option 5 - Tues 12.45-2.45 Fri 8.40-10.30		
Option 6 - Tues 11-12, Fri 11-12, Wed 12.45-2.45		
Option 7 - 3-5pm Mon/Thurs		
Option 8 - 3-5pm Tues/Wed		

2018 KEY DATES

	WHAT'S HAPPENING?
Tuesday 16 JAN	Catch Up College Intensive
Monday 29 JAN	Teacher Only Day
Tuesday 30 JAN	Course Confirmation Day (Returning Year 12 & 13 Students)
Wednesday 31 JAN	Enrolment Day 10:00am - 2:30pm
Thursday 01 FEB	Enrolment Day 10:00am - 2:30pm
Friday 02 FEB	Year 10 and 11 Welcome & Orientation
Monday 05 FEB	Year 9, 12 and 13 Welcome & Orientation
Tuesday 06 FEB	Waitangi Day (School Closed)
Wednesday 07 FEB	Normal Timetabled Classes Classes start from 10.00am for all students
Friday 30 MAR	Easter (School Closed)
Monday 02 APR	Easter (School Closed)

	WHAT'S HAPPENING?
Friday 03 APR	Easter (School Closed)
Friday 13 APR	End of Term 1
Monday 30 APR	Beginning of Term 2
Monday 04 JUN	Queen's Birthday (School Closed)
Friday 06 JUL	End of Term 2
Monday 23 JUL	Beginning of Term 3
Friday 28 SEP	End of Term 3
Monday 15 OCT	Beginning of Term 4
Monday 22 OCT	Labour Day (School Closed)
Friday 16 NOV	Christchurch Show Day (School Closed)
Friday 14 DEC	End of School Year

Hagley College now has a School App!

Go to the App Store on your Apple or Android device and **Search** '**SchoolAppsNZ'** to download the app onto your device.

Then enter 'Hagley College' to find your school's app.

School Apps NZ
snApp mobile
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Hagley College

Inspiring futures | Transforming lives

Mā te huruhuru te manu ka rere ai.

Just as feathers enable the bird to fly,
with the right preparation any task can be achieved.

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