



WELCOME YEAR 12 OF 2025

- **IF YOU ARE NOT RETURNING** to Waitākere College in 2025 please phone the College after **Monday, 20th January** to tell us. Phone 836 7890.
- **IF YOU ARE RETURNING** or are new to the College in 2025, please read this carefully.

STARTING DATES

Tuesday	28 January	Parents will receive a text reminder after 4pm or early Wednesday. You will need to check both parent and student school emails to advise if you need to come in to confirm your courses or not.	
Wednesday	29 January	If you have not received an email by noon, please phone the office on 09 836 7890 to confirm if you need to come in	
Thursday	30 January	9:00am - 3:05pm	ALL Year 12 students whose courses have NOT been confirmed as above (email & text) will need to come to school to complete course confirmation. Students are to come to school in full uniform
Tuesday	4 February	8:40am - 3:05pm	Timetabled Classes for Day 3 All year levels in.
Wednesday	5 February	9:15am - 3:05pm	Timetabled Classes for Day 4 Please note usual Wednesday late start time

COURSE CONFIRMATION

This year we are changing the way we **conduct** our Year 12 course confirmation. In the past **all** Year 12 students have needed to attend. This year we will only be requiring those whose course selections have changed due to NCEA exam results to come in and confirm changes to your course/s. We will email both the parent and student late in the day on Tuesday 28 January to advise if you need to come in. Please read this email carefully. On Wednesday 29th January by noon, if you have not received an email or text, please phone the office and we can advise the outcome for you. If you do not attend, we cannot promise that you will get into the courses you want.

SCHOOL OFFICE HOURS

The main school office will reopen on **Monday 20th January** with normal hours of 8am until 4pm. The accounts department will also reopen on **Monday 20th January**. During the uniform sale days the accounts department will be open the same hours as the uniform shop (see below) and then with normal hours of 8:30 until 3:15pm.

UNIFORM

Uniforms are purchased through the school or online: <https://theuniformshoppe.co.nz/location/the-uniform-shoppe-avondale/> If you know what you need, please go and pay at accounts first, then take your receipt to the uniform shop to try on and collect. We will have signs to direct you to the correct areas. Please see the times and dates below for our uniform sale days.

UNIFORM SALE DATES 2025

Tuesday 21 January	9:00 am – 6:00 pm
Wednesday 22 January	9:00 am – 6:00 pm
Thursday 23 January	9:00 am – 6:00 pm
Friday 24 January	9:00 am – 3:00 pm
And normal school hours of 9am – 3pm after this week	

BYOD (Bring your own device) – Chromebooks are the recommended device

All Year 12 students are asked to bring their device on the first day of school to log on to the school network and begin their e-learning programme. **If you do not have a device yet, please see the school website for more information.** The school requests that parents provide a digital device (chromebook or similar). This allows students to access work online at home in addition to any school learning.

CANTEEN

This will be open for lunch and normal sales from **Monday 3rd February**. Please see the school website for the menu. PLEASE NOTE: Please bring your own lunch on Wednesday,

BUSES

School buses will be running from **Thursday, 30th January**. If you have any queries please contact the office on 836 7890 or see our website.

TRAFFIC INFORMATION

For the safety of our students, we ask that there be no drop offs or pickups within the school grounds directly before and after school. Please encourage your child to use the Swanson Road exits or to meet you at a prearranged area away from the school. Please do not park in the bus bay at the front of the school.

STUDENTS USING MOTOR VEHICLES

We have clear concerns about students driving to school or travelling in pupil-driven cars. The College and Board of Trustees have a policy which provides control and protection for all students. Most students have alternative means of transport available to them, which they should use. **ONLY IN EXCEPTIONAL CIRCUMSTANCES** should students need to use private motor vehicles.

Parents may make application to the College when vehicle use is ABSOLUTELY NECESSARY (not simply convenient). Please support the College in this area of concern for student safety by complying with our policies. Application forms are available at the Student Centre.

LOCKERS

The school has invested in lockers to provide a safe place for students to be able to store their computers and bags. These lockers are available for hire at a cost of approximately \$20 per year. However this year **students are required to bring their own padlock.**

If you wish to purchase a locker for the year, please pay at accounts. Lockers will be allocated in the first few weeks of school. There are also free casual day lockers in the gymnasium for when students are doing P.E. or Sport. For the casual day lockers students will also need to provide their own padlock.

BYOD – ENGRAVING

To help with security around devices, we encourage them to be named. Inscribing on a device incorrectly can cause the warranty to be invalidated. We have organised a local company, who can engrave your device safely, to come into the school, mid-February, to engrave your computers at a cost of about \$15 per device. The date for this will be advertised through the daily pānui at the beginning of the year.

ID CARDS

All students will be photographed in mid-February for ID cards and for the school's records. Although ID cards are not compulsory, students may require them for discounted fares on buses and trains or concessions at movies. ID cards cost **\$10.00** and students can order and pay for these at the accounts department.

STATIONERY

We have included a stationery list in your welcome email. If you require a WINZ quote, please take it to your stationery shop of choice as the school does not sell or supply stationery. For some subjects, workbooks will be required and these will be given out in class.

We've teamed up with Warehouse Stationery for our 2025 stationery requirements, and we're happy to let you know that your lists are ready to go. You'll have the flexibility to purchase instore or online, with delivery and click & collect options available. Click the link to view your stationery list, and enjoy getting school ready! Note, to get the best deals, the Back to School special pricing is available from early January 2025. Your stationery lists are now available to view on our website or alternatively [Click here](#) to access the **Warehouse Stationery** order form. If you are going to use this service the closest store is 111/115 Lincoln Road, Henderson.

SCHOOL DONATION & FEES

The school's Board of Trustees has decided to take part in the NZ Government's Donations Scheme. The purpose of this is to lower the cost of education to families.

There will be no request for a school donation.

We will only be asking families to meet course material costs where there is a take home component. This will result in considerable savings for you and your family.

Course workbooks and on-line learning programs will also be funded by the school where these items are an expectation for the whole class. Students will need to purchase their own optional revision guides.

The costs of day trips that are a core part of the curriculum will now also be covered by the school. A family contribution can be made towards the costs associated with optional and overnight curriculum trips.

Students and families will still be expected to meet the costs for sports, arts and cultural activities.

DAILY PĀNUI

Waitākere College is a very busy place. We produce a daily bulletin with all the activities going on in the school. This is emailed to students every day and published on our school website for parental access. We encourage you and your child to read it so as to not miss any upcoming opportunities.

SCHOOL RULES & EXPECTATIONS

In your pack you will find a copy of the school rules and expectation, please read over this with your child to familiarise yourselves before the first day of school.

NZQA LOGIN

You can view your NCEA results on the NZQA website using your student NZQA login. These results are available from the late January.