



**WAITĀKERE COLLEGE**

Whāinga Hei Tūtuki Mā Tātou Katoa | Achievement for All

# Welcome to Waitākere College



# LEARNING

Students have the responsibility to try their hardest in class. Whatever that looks like for them.

This means:

- ✓ **BACK TO BASICS** -Focusing on their own learning and help others to learn.
- ✓ Being here and being punctual.
- ✓ Bringing the equipment needed.
  - Correct school bag & stationery **everyday.**
  - Student Planner **everyday.**
  - Chromebook **everyday.**
  - PE kit on correct days.
- ✓ Doing quality work both in class and outside class work.



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# CARING

Students have the responsibility to look after themselves and others.

This means:

- ✓ **Being Kind** to others- respect and tolerate difference.
- ✓ Observing safety rules.
- ✓ Keeping the school environment free of litter, graffiti and vandalism.
- ✓ Avoiding cigarettes, vapes, alcohol and unlawful drugs.
- ✓ Avoiding problems by not bringing dangerous or valuable items to school.

If students are **SAFE**  
> they are **HAPPY**  
> they can **LEARN!**



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# RESPECT

**Students have the responsibility to treat others with respect.**

This means:

- ✓ Showing respect to teachers, support staff and visitors.
- ✓ Using polite language and manners.
- ✓ Avoid confrontations/fighting.
- ✓ Congratulating other people on their success.
- ✓ Being honest and trustworthy.
- ✓ Be proud and wear the uniform correctly both in school and out of school.
- ✓ Demonstrating good behaviour at all times including traveling to and from school (in public).



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# INTRODUCING YOUR YEAR 9 DEANS



**Whaea Kate Bartlett**

**Mr Philip Brain**



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# WHAT YOU CAN DO..

# BE INVOLVED

Being here already shows your commitment to your child, come to other school events!

Teenagers need boundaries to know how to operate in their new world, both yours and ours. Be strong on your own standards and ensure they are getting to school.



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# ATTENDANCE

Expectation is for your child to come to school everyday

If Attendance is at our target of  
**95%** this means;

Per two weeks your child is missing  
half a day

Per term = 2 and half days

Per year = 2 weeks

Lessons missed (total) = 50 hours

Lessons missed (per subject) = 10 hours

In contrast if Attendance is  
**80%** this means;

Per two weeks your child is missing  
**2 days** of school

Per term = missing **2 weeks** of school

Per year = **2 months** of school

Lessons missed (total)  
**200 hours of learning**

Lessons missed (per subject) = **40 hours**  
of learning in each subject

# WHAT YOU CAN DO..

# BE INCLUDED

Help with school work at home;

- ★ set time limits
- ★ look at their Planner
- ★ discuss work with them

Help with sports / arts and activities that your child is involved with.



# FREE STUDENT PLANNER



## Parents/Caregivers you can help by;

- Asking to see the planner.
- Checking it is being filled correctly.
- Asking about the work they have been set & when any outside class work is due to be handed in.
- Discuss the Te Reo Māori & Words of the Week.
- Discussing our Waitākere values
- What's going well/what needs improvement
- **Reminding them it is essential to bring their planner EVERYDAY**



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➤ Checking the planner is being filled in correctly.

TERM 1 WEEKS 2-3-4

W	D	DATE	DAY	P1	P2	P3	P4	P5	DAILY DETAILS	Te Reo Māori & Words of the Week	NOTES
Mon		5 FEB	X							Te Reo Māori	
Tue		6 FEB	X							Word of the Week	
2 Wed		7 FEB	3							Word of the Week	
Thu		8 FEB	4							Word of the Week	
Fr		9 FEB								Te Reo Māori	
Mon		12 FEB	6							Word of the Week	
Tue		13 FEB	1							Word of the Week	
3 Wed		14 FEB	2							Word of the Week	
Thu		15 FEB	3							Word of the Week	
		16 FEB	4							Te Reo Māori	
Mon		19 FEB	5							Word of the Week	
Tue		20 FEB	6							Word of the Week	
4 Wed		21 FEB	1							Word of the Week	

**Add in words of the week & the Te Reo Māori of the week**

**Add in anything they need to remember for the week for examples:**

- Assemblies
- PE day
- Practises
- Meetings

**Important: they need to write in their 5 lessons codes for each day**

**The planner has been designed especially for and by Waitākere students – to help develop organisational and independent learning skills.**

# RULES/EXPECTATIONS

Wearing uniform correctly is a sign of respect & belonging to the school, help ensure your child follows the uniform rules and expectations.

Check the Student Planner for the full list of rules and expectations

## Waitakere College Rules and Expectations

LET COMMON SENSE BE YOUR GUIDE! NOT KNOWING IS NOT AN EXCUSE!

### Learning and Behaviour

- All students have the right to benefit from uninterrupted learning, just as all teachers must be able to teach without disruption or lack of cooperation.
- All students must respect and support these rights by taking personal responsibility for their own behaviour, showing respect for staff and fellow students and promoting a positive learning experience.
- Outside of class work and assignments should always be completed and presented to a high standard and submitted on time.
- In all circumstances, students MUST do as requested by staff immediately and without question. (There are opportunities to seek clarification from staff members, Tutor Class teachers, House Leaders and Deans)

### Attendance

- Attendance and punctuality are important. Students should attend school every day and be punctual to school and all classes. Excusation is required for all absences and absences. Illness is reported seriously and dealt with by disciplinary consequences or referred to official agencies. Serious truancy may lead to legal action.
- NO student may leave the College campus during the school day, without being signed out from the Student Centre. Wherever possible, appointments should be made outside of school hours.

### Day-to-Day Routines

- No student should bring any item to school which is not absolutely necessary during the normal school day. This applies particularly to all prohibited, dangerous or valuable items (including mobile phones, watches, drugs, tools and paraphernalia).
- Prohibited items may be impounded by staff and returned to parents when possible and convenient. Lists of all and some of personal items. Some lockers are available. (Details from the Student Centre).
- The school takes no responsibility for any such items brought to school which are lost or stolen.
- Students must not invite or encourage outsiders into the College. Students should not associate with outsiders on campus or at boundaries. Parents/teachers access to their child must be through the Student Centre.
- Students are not have food or other items delivered to the school at anytime.
- Students are not to congregate on their way to or home from school in cars, on steps or any other area. They should come directly to school and go directly home. Where this is not happening, parents will be contacted. This is a matter of safety and good sense and important to the impression made by students in our community.
- Some areas of the College grounds are out of bounds. Students must be aware of these areas and not be in them. Out of bounds areas are not suitable for students for safety reasons or are limited to certain types of use.
- It is a College policy that students must have permission from the Associate Principal if they wish to bring a motor vehicle to school. Permission is granted based on genuine need. Normal licence conditions apply.
- A clean environment is a shared responsibility. Please assist by picking up litter even if it is not yours, especially when asked to do so. Litter is unacceptable. There are many bins. Please use them.
- Smoking or drinking is not permitted in the Library, Classrooms, the Gymnasium or the Assembly Hall. Chewing gum is not permitted on the school grounds.

## PUT AWAY FOR THE DAY

- PUT AWAY FOR THE DAY – Cell/mobile phones, earphones, ear-buds, music players and Pads MUST be turned off and safely stored in your bag or locker at all times once you arrive at school; exception is only where use is authorised by staff for curriculum purposes.

### 4 STEP GUIDELINE

- Your teachers will greet you at your classroom door and expect to see you putting your phone (turned off)/headphones in your bag.
- If seen in the first few minutes of class, you will be told to put away your phone/headphones in your bag.
- If seen at any time after this, your phone/headphones may be confiscated until the end of the period or until the end of the day (end of day pick up is outside the Principal's office).
- Continued disrespect may result in a longer confiscation of your phone/headphones or a stand-down.

Parents will still be able to contact their child/home/through the waiting school processes in the College via the Student Centre 09 833 7870 Ext B12. In lockdown/Threat situation, contact with parents/whānau will be by website, text, and email from the college. No student calls are necessary.

## What happens if you break rules of respect for others. Classroom expectations or behaviour?

- In classrooms, teachers may use a 10 min form to reflect on what has happened and understand how you might have behaved to meet expectations. They will discuss this with you. This is called a restorative practice, because it tries to restore things to where they should have been before you caused a disruption in the classroom. The key thing is for you to see that you have harmed the learning of others and prevent this happening in the future. Your restorative practice will be shared between teachers and students when they meet. You participate in respectful and sensible discussion and accept responsibility for your own actions.
- During the school grounds, staff and senior students may ask you to stop something which breaks our common expectations of acceptable behaviour, safety or respect for people and property. Seriousness, actions and attitudes that undermine the culture of the school will not be tolerated and will be addressed. In some cases, there are consequences for unacceptable behaviour.
- When problems continue or are not resolved or where more serious issues occur, the matter is often referred to your Dean and may also involve disciplinary action.
- Restorative Justice Conferencing is used in more serious cases, bringing together everyone affected by the behaviour. Typically the families of the perpetrator, any person harmed, the teachers concerned, guidance staff and senior staff may also attend. Everyone gets a space to tell their story and listen to others. The perpetrator gets to see how their action has affected others and to learn how to change their behaviour to meet the school's expectations.
- Waitakere College increasingly uses restorative thinking to enable students to accept responsibility and resolve situations.

## The Questions and Process

### What should Students ask themselves?

- Tell the story - What happened?
- Explore the harm - Who do you think has been affected? In what ways?
- Repair the harm - What needs to be done to put things right?
- Move forward - How can we make sure this does not happen again?

It is the responsibility of students to know and follow all uniform regulations. The College expects all students to be well behaved, courteous and appropriately dressed in hall and correct uniform from the time they leave home for school, until they arrive home again. Waitakere College believes that well-groomed students, wearing uniform correctly shows respect and pride in themselves and their College.

- The College reserves the right to decide on the acceptability of all items of uniform.
- No uniform may be altered without the permission of the College; e.g. length of trousers must be covering the socks. No shortening of skirts or shorts or altering the 'style' by taping etc.
- Uniform which is unclear or in an unsatisfactory state will not be accepted.
- All non-uniform items may be impounded and parents contacted for collection.
- Students needing to temporarily wear any non-regulation item of uniform must bring a note explaining the situation and report to the Student Centre to obtain a permit or loan items. Full, correct uniform is a priority. Items other than those brands and styles listed in the prospectus/uniform leaflet will not be accepted.

## Wearing Uniform Correctly Means

- It will be clean, tidy, unmarked and in good condition (or be replaced).
- Trousers and shorts must be at waist height, preferably. Skirts are not to be rolled up.
- T-shirts must be plain white or the school PE shirt and only visible at the neck. T-shirts must not be visible past the sleeve or shirt length. Long sleeve tops can not be worn.
- Shoes must be flat, clean, polish-able, plain black dress or school shoes of a style approved by the College. (Full details are available from the Student Centre and Main Office). Lace up or slip on only, not buckle or Velcro fastenings. No casual, sports, sandals or suede styles. No tie-dies, no colours, no high-tops/ankle boots, no logos or badging.
- Shoes must be worn with half calf-length/ business socks in plain white, black or navy blue. (Either black or half-length sheer pantyhose or tights may also be worn with shoes, but not with sandals).
- Roman sandals or single 'cross-over' sandals with a heel strap fitted correctly are acceptable. Sandals must be black. Socks, full tights/pantyhose cannot be worn with sandals.
- A school cap, bucket hat and scarf can be worn. Not acceptable are beanies, non school caps, hoodies, non school coats etc. (Scarves are not to be worn over the head).
- Year 13 Dress shirts must be worn with a tie, and must be tucked in.

## Suitable Grooming Means

- Hair should be neat, tidy and groomed. Safety in mind for many science, sport and technical subjects, the hair should be short. Hair styles and colour must be conservative and not distract from learning. Clips, combs, ties and headbands must be used to hold hair in place. Boys must be clean shaven.
- Ear piercings are permitted if they are in gold or silver STUD earrings. For health and safety reasons; NO hoops or dangling earrings are permitted and will need to be removed.
- ONE SMALL STUD piercing is acceptable on the side of the nose. Nose rings, Any Bars, Stretchers, Septum, Eyebrow, Tongue or other visible piercings are NOT permitted at school and will need to be removed.
- No bangles, bracelets, beaded bracelets, tied bracelets, rings, or other expensive jewellery can be worn.
- A totem or recognised culturally appropriate or religious symbol on a necklace, may be worn.
- Any tattoo should be covered by normal uniform. Any unacceptable symbol must be removed or covered.
- Subtle and natural make-up and nail varnish can be worn at school. (Anything deemed not acceptable, students will be asked to remove)

If in doubt on any matter, parents are encouraged to contact the Student Centre, especially before purchasing items which may not be accepted. N.B. This particularly applies to shoes and piercings.

The College reserves the right to decide the acceptability of items of uniform, and standards of clean dress and grooming. Incorrectly dressed students may have non-compliant items impounded, and may have items loaned by the Student Centre, with an expectation that the uniform will be corrected before attending school the next day.

All items must be named and are students' own responsibility; the College accepts no liability for lost items. Uniform should be in good condition, not stained or ripped, and with all buttons in place.



## LEAVING CLASS & WHAREPAKU-TOILET RULES

Please leave class yourself and go to the bathroom at Interval or Lunchtime. During class time only ONE student, at a time may visit the wharepaku-toilet and only if your HALL PASS has been signed by your teacher (at the back of this planner).

## NO HALL PASS = NO LEAVING CLASS

- STRICTLY - NO bathroom visits are allowed in the first 10 minutes or last 10 minutes of class.
- You are not allowed to take your Phone/Bag to the bathroom with you - these must be left in the class with your teacher.
- You are not allowed to eat, loiter/gather, or do any kind of filming or photography in the wharepaku-toilet area.
- Only ONE person is ever allowed in the cubicle at any time.
- At Interval and Lunchtime:
  - Queue OUTSIDE the toilet block not outside the stalls
  - Only enter when someone has left the through the main door

I have read & understand the school rules expectations and uniform expectations.

Name..... Date.....

## e-AGREEMENT Use of Computers, Electronic Devices and the Internet

This agreement covers the use of school of computers, laptops, iPad, tablets, mobile phones, Pads and other electronic devices, whether owned by the school, the student or anyone else.

- | SCHOOL RESPONSIBILITY  | STUDENT RESPONSIBILITY   |
|--|--|
| Providing appropriate use agreements and other documents which are appropriate to support the use of electronic devices in the school. | Using electronic devices in accordance with the school's policies and procedures.    |
| Ensuring that all electronic devices are secure and protected from theft and damage.   | Ensuring that all electronic devices are secure and protected from theft and damage. |
| Ensuring that all electronic devices are used in a safe and secure manner.   | Ensuring that all electronic devices are used in a safe and secure manner.           |
| Ensuring that all electronic devices are used in a safe and secure manner.   | Ensuring that all electronic devices are used in a safe and secure manner.           |

I agree to abide by the e-Agreement - Signed.....



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# WHAT YOU CAN DO..

# BE INFORMED

- ★ Look at the Weekly Newsletter, PORTAL & Website  
Most information is sent by **email** -  
**Do we have a current one for you?**

- ★ **Weekly Report Cards** - check and discuss
- ★ Meet subject teachers face to face at  
**Subject Parent Evenings** (Term 2)



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# YOUR CHILD'S PROGRESS

## Weekly - **starting NEXT WEEK!**

Every week subject teachers will report on your child's;

***Manawanui - Perseverance/effort/engagement***

This comes to you on a Friday/Saturday via email, students also get the report emailed to them and a paper copy - **discuss these with your child.**

## Termly

Your child's current subject teachers will report on four aspects; *Is well organised, Does their best, Level of understanding and Completing Work.*

This is emailed to you and also found on the portal.

## During Term 2

Meet your child's current subject teacher evenings –  
5 minute appointments available through School Interviews.

### WEEKLY REPORT GUIDE

Are you showing  
**Manawanui**

by being engaged with your learning

by showing perseverance and determination  
in your learning

by being resilient by not giving up if something  
goes wrong, learning from mistakes  
and having a "can do" attitude

by being resourceful and finding effective,  
achievable ways to overcome difficulties

4

**Always**

You are  
consistently  
showing these in  
all you do, well  
done and  
keep it up!

3

**Mostly**

You are  
developing these  
well, there is still  
room for  
improvement.

2

**Sometimes**

You are  
starting to show  
these but need  
to do so more  
often.

1

**Rarely**

You are not  
showing these  
enough and need  
to work hard on  
this area.



## WAITĀKERE COLLEGE

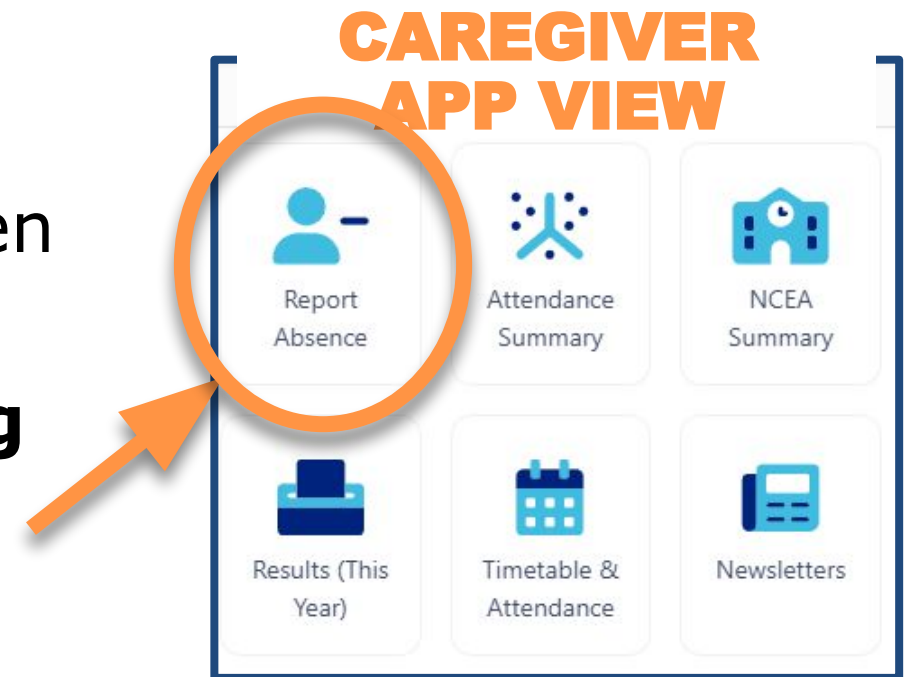
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# BE INFORMED & INFORM US...

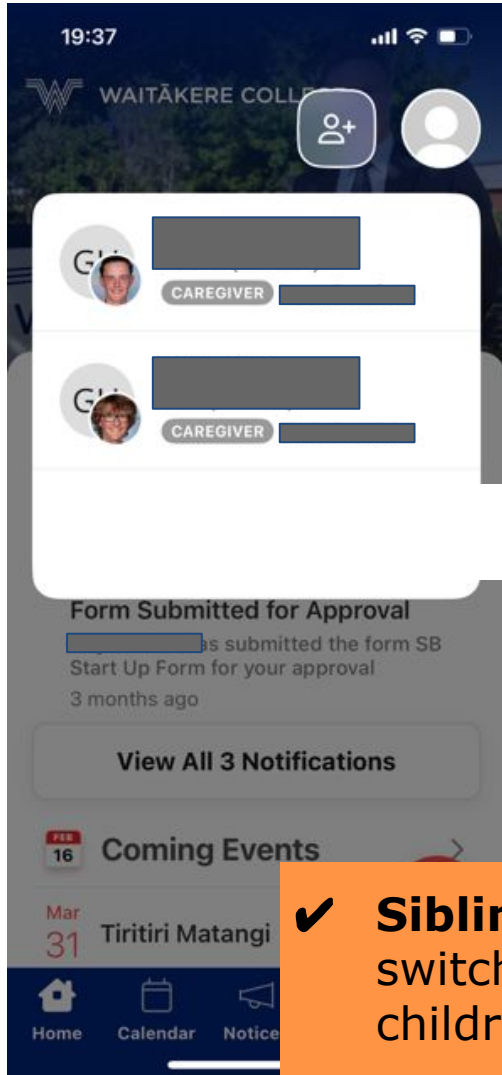
## **SchoolBridge** **ONLINE** and **APP** - **CAREGIVERS**

- ✓ Caregiver easy sign in with the email you enrolled with
- ✓ Links to timetable and attendance
- ✓ Links to progress reports and assessment results
- ✓ Sibling switcher - easy to switch between all your children at the school
- ✓ **Fast and secure\* absence reporting**

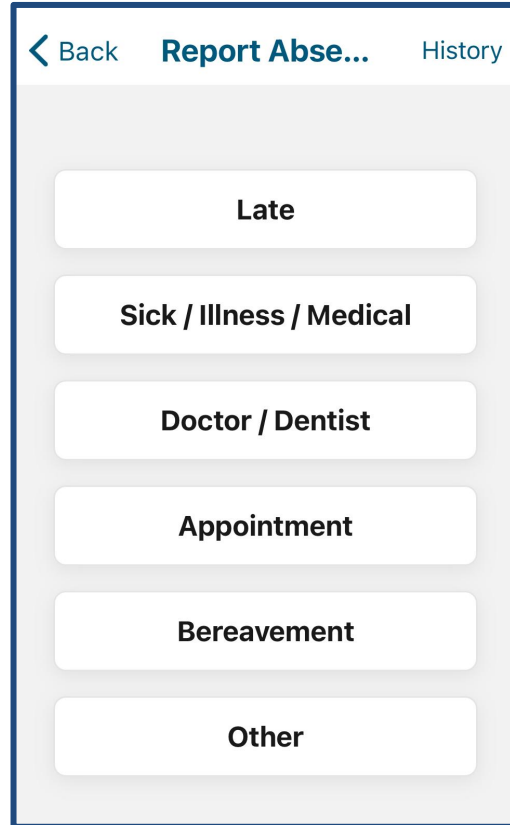
\*any registered Caregiver gets an email and an alert on the APP to say an absence has been reported.



# CAREGIVERS Reporting an absence on the APP

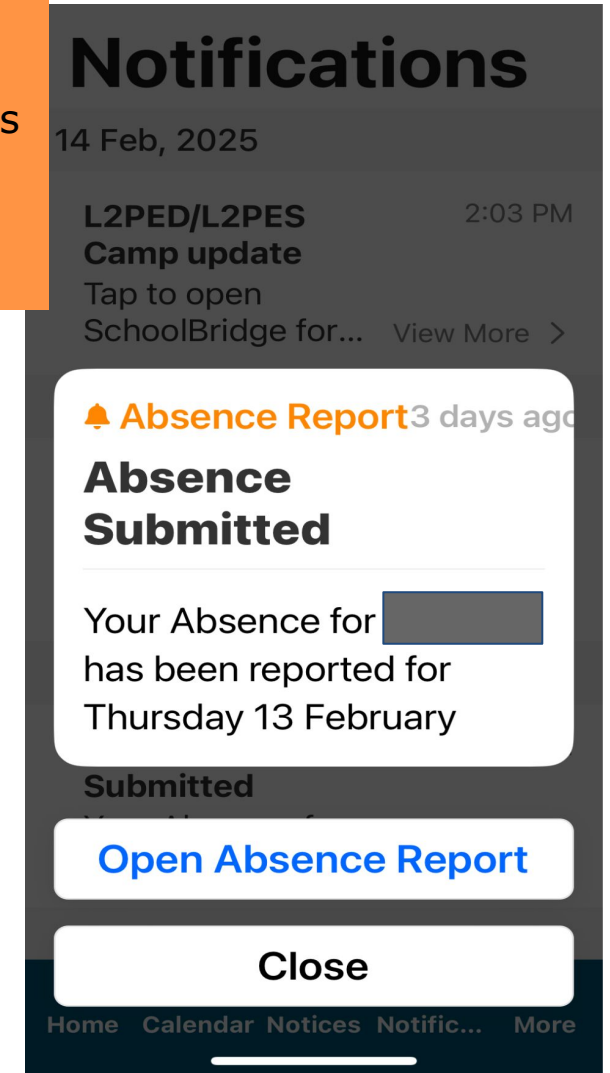
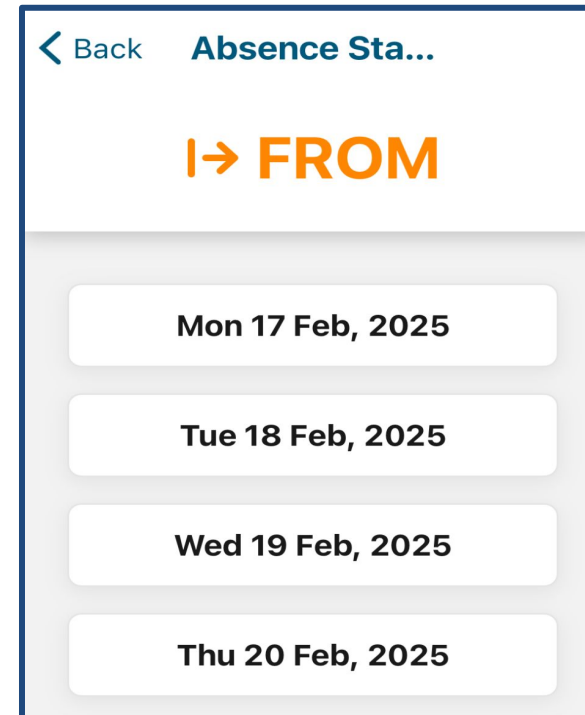


✓ **Sibling switcher** - easy to switch between all your children at the school




✓ **Fast and secure\* absence reporting**


\*any registered Caregiver gets an **email and an alert on the APP** to say an absence has been reported



# SchoolBridge - login online through the website

www.waitakerecollege.school.nz

 WAITĀKERE COLLEGE



EVENTS

Thursday 20 Feb 6 pm

Year 9 BBQ

Thurs 20 & Fri 21 Feb

ID Photos

Wed 26 Feb 6 - 7pm

Year 13 Achievers Celebration

Thurs 27 Feb 6 - 7pm

Year 12 Achievers Celebration

Mon 31st March

Fiesta Night


50

YEAR JUBILEE & REUNION

4-5 April 2025

FEATURED

Waitakere College 50 Year Jubilee & Reunion



ENROL NOW

CLICK FOR MORE INFO

NEWS

Striking Success: Hunter McNair's Incredible 262 Game!

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Book of the Wee


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DAILY PĀNU

LOGIN

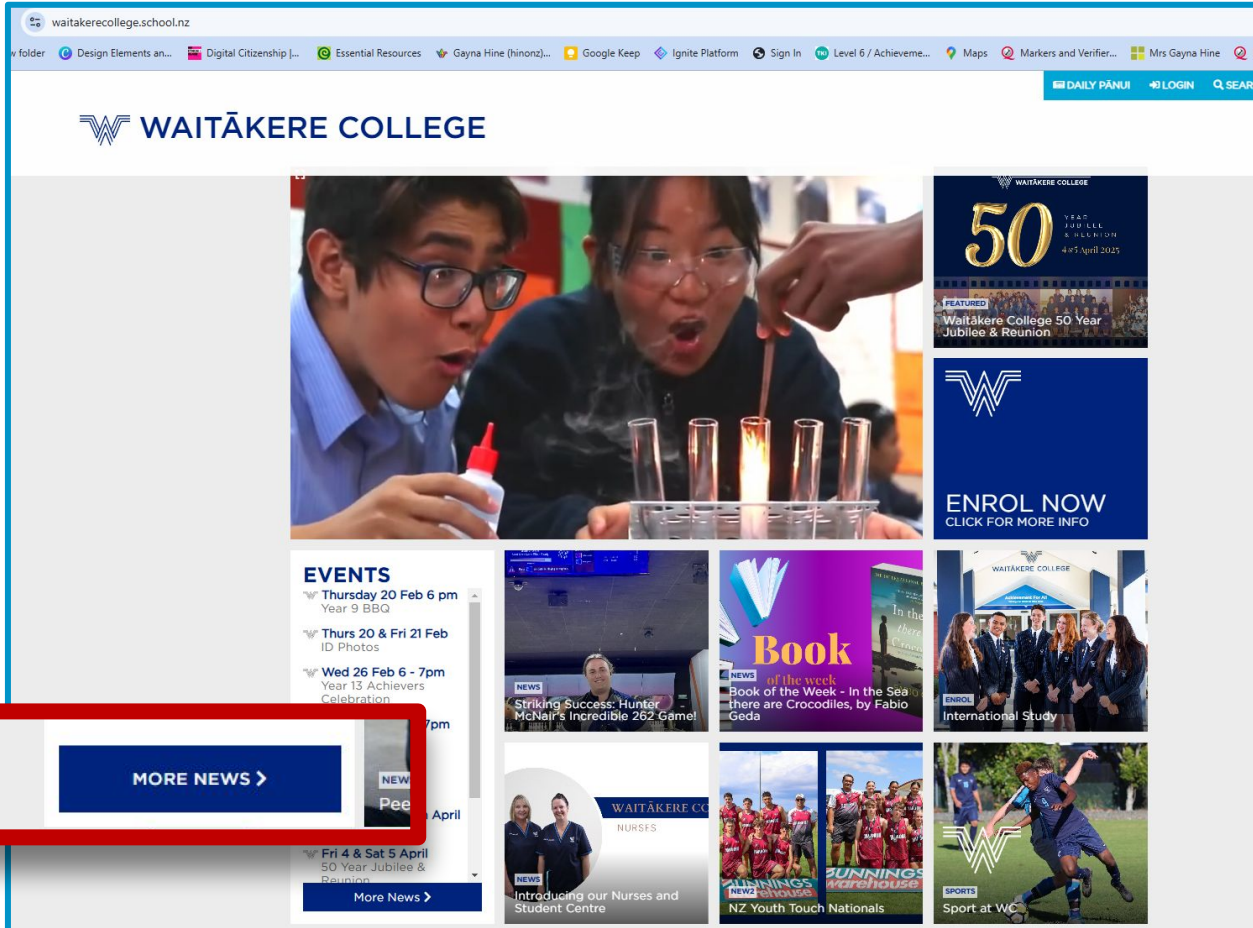
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CONTACT

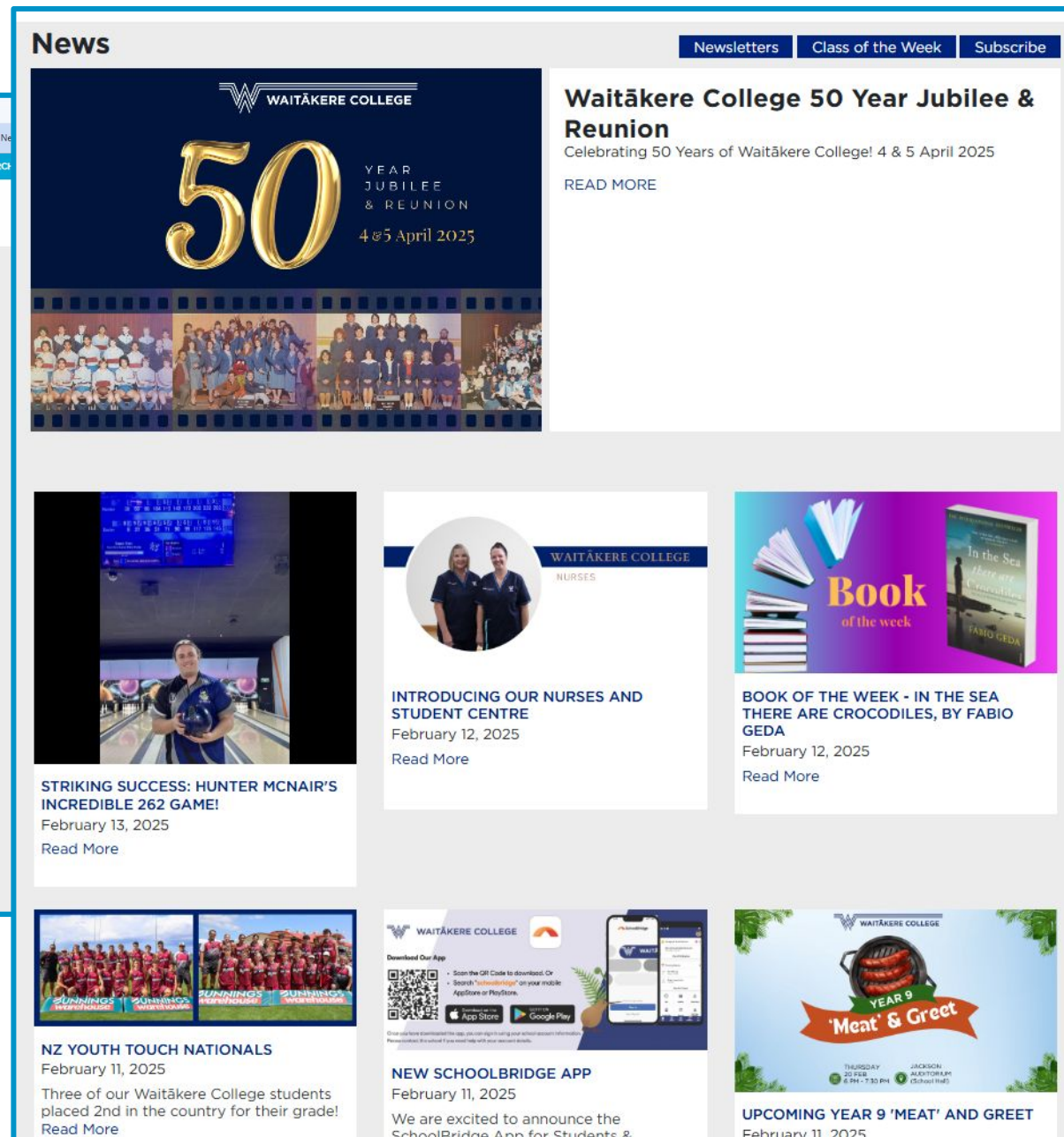


MENU

# CHECK OUT OUR WEBSITE



- Click on **MORE NEWS** for
- ✓ Latest Newsletters
  - ✓ Class of the Week
  - ✓ Events photos and so much more!



# CHECK THE DAILY PANUI

waitakerecollege.school.nz

WAITĀKERE COLLEGE

**DAILY PANUI**

50 YEARS OF LEARNING & REUNION 4th & 5th April 2025

ENROL NOW CLICK FOR MORE INFO

**EVENTS**

- Thursday 20 Feb 6 pm - Year 9 BBQ
- Thurs 20 & Fri 21 Feb ID Photos
- Wed 26 Feb 6 - 7pm Year 13 Achievers Celebration
- Thurs 27 Feb 6 - 7pm Year 12 Achievers Celebration
- Mon 31st March Fiafia Night
- Wed 2nd - Fri 4th April Polyfest
- Fri 4 & Sat 5 April 50 Year Jubilee & Reunion

**Book of the Week** - In the Sea there are Crocodiles, by Fabio Geda

**Striking Success: Hunter McNair's Incredible 262 Game!**

**Introducing our Nurses and Student Centre**

**NZ Youth Touch Nationals**

**Sport at WC**

**DAILY BULLETIN**

CONTACT

PORTAL

MENU

**WAITĀKERE COLLEGE PĀNUI**

TERM 1 - WIKI 4

Theme: Stepping up

- Knowing the learner
- Setting the standard

**BELLS TIMES**

Mon/Tues/Thur & Fri	Wednesday
8.40 - 8.45 10.45 - 11.10	9.30/25.10.25 11.30
EVERY DAY P3-11.30 P4-12.35 P5-1.35 P5-2.05 3.05	

**ASSEMBLIES**

Week 6	Week 7	Week 8
WEEK 10	WEEK 10	WEEK 10
WEEK 11	WEEK 11	WEEK 11
WEEK 12	WEEK 12	WEEK 12
WEEK 13	WEEK 13	WEEK 13

**Yearbook**

**More Clubs/Groups and recurring notices Slide/Pg 3**

**SPORTS Continued.....**

**Girls Tennis**  
Starting this Tuesday there will be Girls Tennis Sessions on the courts after school - no experience needed and open to all year levels. Come have a go!

**All Girls Rugby Academy**  
Here at Waitakere, we were proud to have a few of our senior girls selected for the Auckland reps last year. Our Junior girls showed incredible potential in the future 7s competition, where we finished 2nd overall.

**With that momentum, we've decided to launch an All-Girls Rugby Academy every Wednesday (Period 5) with support from Kennedy Limoges from Auckland Rugby.**

**If you're interested in joining, please let Staff McGrath or Mr. Te'o know!**

**BASKETBALL**  
Open / U12 girls basketball  
Training will take place on Mondays after school in the TURF. Please be changed ready to go by 3.15. If you are unable to make a training please let Mr Stevens know in the PE dept.

**Junior Basketball Skill Sessions**  
Now running! Wednesday and Friday mornings from 7.00 - 8.15. A good opportunity to develop your skills to prepare for the basketball season!

**U12 GIRLS BASKETBALL TRIALS**  
U12 Girls Basketball trials will take place after school this Thursday the 20th Feb and next Thursday the 27th Feb in the turf. Please be ready to start 8.3.15pm. If you can't make either of the trials let Mr Stevens know in the PE Dept.

**Girls Netball Trials (2025)**  
Girls school netball trials will take place at the beginning of lunch and will run until 3.30pm at the latest. Please make sure you have your PE gear (or change of gear), netball shoes and a drink bottle. Meet on the netball courts changed and ready to go at the start of lunch on your trial day.

**Monday 17th Feb - Seniors (yr 11-13) Trials**  
Tuesday 18th Feb - Year 10 Trials  
Wednesday 19th Feb - Year 9 Trials  
Wednesday 26th Feb - Premier 1 and 2 Trials (open year levels)

**If you are wanting to trial but can't make the date of your trials, please come and see Miss Fearnsley in the PE Department as soon as possible.**

**Girls Football**  
Any girls wanting to play football for school this year please come to trials on the field after school on Mon 17th Feb and Wed 19th Feb. You must have a change of gear, boots etc. Trials will go to about 4.30pm each day.

**If you cannot make one of the trials and are keen to be in a team this year or if you have any questions please see Miss Hudson (HT)**

**Rugby Training**  
For anyone available, we're running off-season training sessions on Tuesdays and Thursdays from 3.30 to 4.45 PM. A great chance to stay sharp and keep building for the season ahead!

**Clubs and Repeating Notices**

**DIYANA CLUB**  
Come along to Diyana Club in M1 on Thursday lunchtimes to take part in theatre sports and diyana games. All welcome!

**Christian Club**  
Held every Monday lunchtime in A9. This is a place where we have daily messages of encouragement and bible study. Mr Frost

**Dungeons and Dragons Club**  
Looking for adventure? Come to B6 on Thursdays after school (3.30 - 4.30)! Everyone is welcome. We also play Magic: The Gathering if there is interest.

Check the **DAILY PANUI** for;

- ✓ Whats going on that day in school
- ✓ Clubs and sports notices
- ✓ Details on Words of the week etc

# WHO TO CONTACT

Your child is **sick** report through **SchoolBridge**



If you need to speak to the **Student Centre** for early pick up, uniform, timetables etc call main number **09 8367890** and dial **2**.

The Year 9 Deans are **Mr Philip Brain** and **Whaea Kate Bartlett**  
They can be reached via email on;

**BR@waitakerecollege.school.nz**

**BE@waitakerecollege.school.nz**



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# INTRODUCING YOUR YEAR 9 TUTOR TEACHERS



Ms Li



Mrs Dann



Mrs Devi



Mr Weatherley



Mr Pieters



Ms Chang



Ms Dabre



Mr Duff



Mr Jehad  
Yunis



Mr Panis



Mr  
Naseem



Mr Zhou



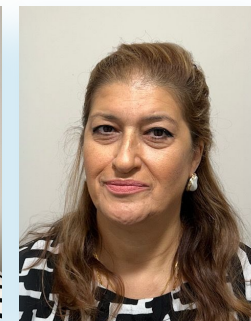
Mrs Brown-  
Hawke



Ms Brits



Ms Cheng



Ms Sabri



Whaea  
Snowden



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