

TAKE UP THE CHALLENGE



EST.

1971

**BERKLEY**

Normal Middle School

# 2025 PROSPECTUS

# PRINCIPAL'S MESSAGE



## Welcome

Kia ora koutou

We extend a warm Berkley welcome to all prospective students and families. Thank-you for giving us the opportunity to share information about our school with you.

Berkley offers high quality educational programmes that engage Year 7-9 learners in a safe and supportive environment. Our teachers work hard to provide students with a connected curriculum where learning is fun and meaningful. Our school vision is for our learners to take up the challenge and get involved in the many academic, cultural, sporting and social opportunities on offer.

2025 will see the return of our biennial New Horizons Programme. This is an exciting opportunity for our Berkley Learners to explore a variety of outdoor educational opportunities that will enhance a particular interest or passion.

We strongly believe that for our students to succeed, they need positive self-esteem and to be in an environment that rewards their attempts and celebrates their successes. Along with this, they need the support of their families/caregivers and a dedicated, caring school staff.

If you choose to join our school, you and your child will become an important part of our learning community. The support and participation of our parents and whanau at school activities and events is welcomed and encouraged.

**Nathan Leith | Principal**

KIA ORA

Ni sa bula vinaka

Ni Hao

*Sawasdee*

Talofa Lava

*Selemat*

*Marhaba*

*Annyeong haseyo*

Konichiwa

*Namaste*

Ayubowan

*Malo e lelei*

**Our school is a place where people want to be.**

**We specialise in meeting the needs of emerging adolescents, and this is reflected in our curriculum and student support programmes.**

**We give you our commitment that we will do our very best to ensure that Berkley students will leave our school as confident and competent learners who have achieved success.**



# Our School Vision



## Take up the Challenge

At Berkley, we empower students to  
'Take up the Challenge'



## Every child has a 'place' at Berkley

We actively seek out opportunities so that  
all students can experience success in  
their learning.



## The Berkley Way

Seeks to grow independent and  
motivated emerging adolescents who  
are creative and caring.



# CURRICULUM

## Choice and Challenge in the Curriculum

At Berkley we are committed to offering a comprehensive and rich curriculum that is supported by Te Mātaiaho Framework.

Mātai aho tāhūni,            Lay the kaupapa down and sustain it,  
Mātai aho tāhūroa,        The learning here  
Hei takapau wānanga      Laid out before us.  
E hora nei.

We believe our programmes prepare our students for the challenges of today and into the future. Our curriculum is designed to meet the unique needs of students in Years 7-9 and is focused on providing engaging and challenging learning experiences that promote critical thinking, creativity and collaboration. Our teachers use a range of strategies and resources to facilitate learning, including digital technology, guided instruction and inquiry based approaches. We understand our roles in giving effect to Te Tiriti o Waitangi and its principles.

At Berkley we believe that every student has the potential to succeed. Our curriculum is designed to foster a love of learning, develop key competencies, and prepare students for a lifetime of success.

“We are connected to community, curious about learning and confident in ourselves” - Te Mataiaho



## Our curriculum is structured around the following key learning areas:

**English** - Our English programme focuses on developing strong communication skills, including reading, writing, speaking and listening. Our beliefs are based on:

Mā te reo, ka mōhio; mā te reo ka mārama; mā te reo ka ora.

Language and literature give us insights into ourselves and others

We engage in critical thinking and analysis to deepen our understanding of the world.

**Mathematics** - Our mathematics programme is designed to develop students numeracy skills, problem solving abilities and logical reasoning. Students learn through practical, real-world applications of mathematical concepts and are challenged to think creatively and analytically.

**Science** - We have a dedicated Science laboratory and teacher. Our science programme encourages curiosity and a love of learning through hands-on, experiential activities. Students develop a deep understanding of scientific concepts and processes and learn to think critically about the role of science in society

**Social Sciences/ Aotearoa Histories** - Our programme explores the social, economic, and conceptual themes that shape our world. Students develop an understanding of their place in society and the interconnectedness of different cultures and communities.

**The Arts** - Through the arts curriculum, students develop skills such as creativity, communication, collaboration, and critical thinking. They gain a deeper understanding and appreciation of cultural diversity and the importance of artistic expression in society. The arts provide a platform for personal growth, self-confidence, and the celebration of human creativity and imagination.

**Technology** - Our technology curriculum focuses on technological innovation and design thinking. Students learn to identify problems, generate ideas, and develop innovative solutions through the design process. They engage in hands-on activities, prototype creation, and testing to foster practical skills and creativity.

**Physical Education and Health** - Students engage in a range of activities to develop physical fitness, motor skills, and sportsmanship. They participate in individual and team sports, learn fundamental movement skills, and explore different physical activities. The health education component of the curriculum focuses on personal well-being and building healthy relationships. They develop skills for making informed decisions, managing stress, and promoting positive mental health. Health education equips students with the knowledge and tools to maintain physical and emotional well-being.



# UNIQUENESS OF OUR BERKLEY LEARNING COMMUNITY:

## HOW WE MAKE A DIFFERENCE:

Every day 770 rapidly changing 10–14 year olds enrolled at **Berkley Normal Middle School** are making critical and complex life choices.

They are forming attitudes, values and habits of life that will direct their behaviour as adults.

Our Middle School is therefore here to enhance the healthy growth of our young adolescents as lifetime learners who are increasingly competent, self-sufficient young people who are optimistic about their future.



## The following conditions and characteristics are strengths at our school:

- Our balanced curriculum is based on the needs of young adolescents.
- Delivery of the New Zealand Curriculum.
- Individual needs are acknowledged and reflected in the varied instructional strategies teachers use.
- A full programme is delivered through a blend of homeroom and specialist teaching.
- Experiences with specialist teachers support the transition to future schooling.
- Our evaluation procedures are compatible with the nature of young adolescents. Students reflect upon their achievement relative to their own ability, rather than being in competition for grades and being compared to other students.
- Teachers plan co-operatively and provide a range of extra-curricular learning opportunities that students can choose to participate in.
- This is a time in the emerging adolescent's life when doors are opened and students have a wide range of experiences. By taking up challenges, students are in a strong position to pursue pathways of choice in future learning.

# Our middle school environment was specifically created to meet the unique needs of emerging adolescents.

## We address these needs in the following ways:

- A strong homeroom system where students spend the majority of their day with one teacher.
- A strong emphasis on the teaching of academic subjects by the homeroom teacher.
- Specialist teaching in Science, Technology, the Arts (visual and performing), Physical Education, Digital and Visual Communication and Second Language Learning.
- High quality teaching – supported by an intensive research based professional learning programme.
- Regular goal setting and reporting to parents culminating in a full written report at the end of the year.
- Provision of a safe, positive learning environment.
- A two year learning journey alongside a homeroom teacher that allows students to develop high quality one to one relationships.
- Classes carefully constructed to match students with teachers, and students with students.
- Extensive education outside the classroom experiences.
- Regular access to computers and digital devices as a tool for learning.
- An opportunity to develop healthy competition between peers within and across schools.
- A strong promotions programme which provides students with extensive opportunities to engage in actively supervised sporting, cultural and technological activities during break time.
- A rich and diverse programme of engagement in the Performing Arts including opportunities to perform to audiences.

### Zoe: Yr 8

Each student is carefully placed with a homeroom teacher for their two years here, allowing students to really get to know their teacher. This means less uncertainty and not too much change, maximising full potential for both student and teacher. We get opportunities to learn extra exciting and crucial skills through Teaming, Tech/Performing Arts, and Take Up The Challenge.



### Oscar: Yr 8

Every teacher here at Berkley has a different way of teaching and they use their different strengths to create a safe learning environment for the students. Our Tech and Performing Arts teachers and learning assistants are very supportive and always want to help.



### Sofia: Yr 7

Berkley offers many extracurricular activities that allow you to step out of your comfort zone. Waimaths, Baymaths, Lit Quiz and Battle of the Books allow you to take up an academic challenge. New Horizons and Camp allow us to explore particular interests and develop confidence in the Outdoors.



### Aryan: Yr 8

Berkley has qualities that make us a very unique school such as our own TV channel! Here at Berkley we have a crew of students who make quality TV content for our school to enjoy. Berkley also does a huge amount of work to meet individual needs and improve student performance and perspective in different subjects, making complex things more appealing.



# EDUCATION BEYOND THE CLASSROOM

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## Aongatete Camp:

Every even year (2024, 2026...) Berkley students enjoy a camping experience at the Aongatete Outdoor Education Centre (37 kms from Tauranga) in the Kaimai/Mamaku Forest Park. The lodge and its surrounding areas provide our students with an environment full of natural resources and challenges. A tramp over the Kaimai range will begin our four day experience. The programme aims for students to develop their confidence, a sense of adventure, an attitude of responsibility and bush craft skills. Time spent at Aongatete opens student's worlds and increases their awareness of the magnificent resources we have in our backyard and how to safely enjoy them.

## New Horizons:

Every odd year (2025, 2027...), our Berkley education outside the classroom programme provides an exciting set of opportunities, known as New Horizons.

Instead of going on a "camping" experience as a class, students select from a very wide range of activities which they participate in for three days. Activities as diverse as surfing, visual art, welding, cycling, hiking, digital problem solving, cooking, horse riding and movie making.

All of these experiences are an opportunity for students to demonstrate our school values and motto 'Take Up The Challenge'.

## Hillary Outdoors:

Each year a group of students are offered the opportunity to travel to the Hillary Outdoors Education Centre based at Tongariro. Here they spend a week experiencing a range of challenging activities, specific to the environment. Information about applying for this experience is available from Term Two.





# Sporting Programmes:

**Philosophy:** we believe that sport, physical activity and play are important for the personal growth and development of our students. Our students are regularly timetabled physical activity in the teaming programme.

**Promotions:** as an extension of the teaming programme, organised sporting opportunities are held every lunchtime for students to opt into. These are a fantastic opportunity for students to consolidate new sports skills learned in the teaming programme and socialise with their peers.

**Excellence through Sport and Culture:** student representative teams participate in a wide number of sporting and cultural events against Waikato Intermediate and Middle schools. The programme provides for those students who have exceptional skills and qualities in the sporting and cultural arenas.

**AIMS Games:** held annually in Tauranga, the Association of Intermediate and Middle School (AIMS) Games is an international sporting competition for our elite athletes. These games give 11, 12 and 13 year olds an opportunity to compete as an individual or in a team against the best of their age in a variety of different sports. Each of the sports offered is hosted in superb facilities. The aim of the event is to provide opportunities for the student in the middle years to compete at an elite level, be active, celebrate fair play and enjoy success.

**Sports Camp:** year 7 and 8 students have the opportunity of being involved in a week-long competition where they compete in a multitude of sports. A heavy focus on the athletes learning journey is prioritised in the build up and during competition week.

## The sporting opportunities offered throughout the year include:

Our sport and recreation facilities support the promotion of these important programmes.

- athletics
- badminton
- basketball
- bowls
- cricket
- cross country
- dance
- golf
- gymnastics
- hockey
- inline hockey
- netball
- padder tennis
- rippa rugby
- rugby
- sailing
- show jumping
- skiing
- football
- softball
- squash
- swimming
- table tennis
- tennis
- touch
- volleyball
- water polo
- futsal
- tough guy / tough girl



# PERFORMING ARTS

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## **School Productions:**

Our Biennial school production is always a highlight of the school year. Involving a large group of students in a range of on-stage roles, the production allows students to showcase their acting, dancing, singing and performing talent. Every other year we hold a Performing Arts Festival - this is an opportunity for students to work together to stage a range of performing arts including dance groups, cultural groups, bands and theatre sports. It is a great showcase of the theatrical and our students have a lot of fun choreographing and taking part in helping to produce this performance extravaganza.

## **Big Band Orchestra:**

Berkley's Big Band Orchestra provides a great opportunity for like-minded students to play in a larger ensemble. Students work together to play selected pieces of music to perform at the WIMS Orchestra Festival, school assemblies and Performing Arts evenings.

## **Berkley TV:**

Berkley TV is an exciting, one-of-a-kind program that empowers students with professional-grade equipment and a platform to develop their creative and technical skills. Students take charge of the entire production process, crafting engaging shows that entertain and inform the school community while building a portfolio of work that could open doors to future opportunities in the dynamic world of media.

## **Kapa Haka:**

*Kōkiritia te kaupapa, whakamaua kia tīna!*

*Haumi e, hui e, Tāiki e!*

Kapa Haka at Berkley provides ākonga with the opportunity to experience Māori Performing Arts in an inclusive and connected environment. We aim to build a sense of whanaungatanga amongst our roopu whilst sharing knowledge, language and cultural customs through waiata, haka, stories, and traditional games.

We have been proud to have been involved with a range of performances and leadership opportunities for ākonga, such as the Hillcrest COL Festival, performances at our local primary schools, the annual WIMS Festival, as well as school performances and pōwhiri.



# EXTRA CURRICULAR PROGRAMMES:

## Overseas Trips

Traditionally at Berkley students have the opportunity to apply to participate in travel either to Japan or Noumea. These trips give students an amazing educational experience and the exposure they have to a different culture and custom is unforgettable.

Information about both these trips is available early in term one.

## Academic Activities

- Waimaths / Baymaths
- EPro8 Challenge
- Chess
- Lit Quiz
- Otago Maths
- Science Fair
- ICAS
- Esports

## Out of School Performing Arts

Out Of School Performing Arts (OOSPA) provides a great opportunity for new and experienced performing artists to develop a life-long passion for Music and Drama.

This program offers after-school lessons taught by experienced teachers within the industry in a group learning environment.

### Instruments on offer:

- Keyboard
- Drums
- Guitar
- Bass Guitar
- Singing
- Flute
- Violin
- Rock Bands

### Drama Classes on offer:

- The Art Of Acting
- Theatresports
- Broadway Big Shots



# INTERNATIONAL STUDENTS:

At Berkley, we are proud of the opportunities provided for our international students. We are enriched by the diversity different cultures bring to our positive, supported and friendly learning environment. All international students have access to our specialised Enhanced Learning Centre (ELC).

## Xin Yu

Hello! I am Xin Yu from China. I am an international student at Berkley.

Berkley Normal School provides a fun, safe and practical learning environment in all areas of the curriculum. The specialised ELL programme has been particularly beneficial for me to learn English at the appropriate level; the friendly teachers have helped me gain confidence to communicate with my classmates and teachers at Berkley.

My favourite subjects at Berkley are Science and Art. Highlights include rock painting, illustrating a storybook, growing microgreens, making crystals and even dissection. I cannot wait to see what else I will learn this year!

你好！我是靳妤，我来自中国，目前以国际留学生身份在Berkley上学。

Berkley提供一个有趣，安全的学习环境给予每门科目；有理论也有实践。专门的英语课程针对学生不同的英语程度来提供协助所以对我特别有帮助；耐心和友善的老师令我建立信心用英语跟其他同学和老师交流。

我最喜欢的科目是科学和艺术；我学会了制作插图，石头绘画，也跟同学们探索了结晶，植物生长和解剖。我相信还有更多知识等待着我！



## We provide:

- Full immersion in all school life and student activities (academic/cultural/sporting)
- Opportunities to gain knowledge and appreciation of New Zealand life and culture
- Specialised English Language Learning classes for speakers of other languages (ELL)
- Co-operation with other school and organisations undertaking similar programmes
- Peer support and buddy systems
- Effective pastoral guidance and support
- Highly qualified staff
- English language learning assistance school-wide



## James Park - Year 7



Kia ora! James toku ingoa. Hello my name is James and I am an international student here at Berkley Normal Middle School. I am from South Korea.

As an international student in a foreign country, I am happy that my family chose Berkley Normal Middle School as the destination for my learning abroad experience.

There are not only students from South Korea here, but many other cultures who play and learn together. I really enjoy the way that Berkley allows its students to study, play and to 'Take up the Challenge'. I have appreciated the opportunity to improve my English skills with the help of my teachers. Here at Berkley, we learn in a variety of ways, not just through studying textbooks.

This year's highlight for me so far, has been having the opportunity to go to camp. I had so much fun and adventures with my classmates and friends. My favourite activity was the river challenge. I'd never get the opportunity to do this at home.

If you're thinking of becoming an international student then Berkley Normal Middle School, Hamilton, New Zealand is the place to be.

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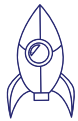
나의 솔직한 의견은, 유학생이 될 생각이라면 뉴질랜드 해밀턴에 있는 버클리 중학교(Berkley Normal Middle School)가 최적의 장소라는 것입니다.



# YEAR 9 at Berkley



Science



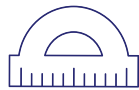
Technology



Entrepreneurship



Arts



Maths



## Year 9 STEAM

STEAM is a curriculum based on the idea of educating students in five specific disciplines — science, technology, entrepreneurship, the arts, and mathematics — in an interdisciplinary and applied approach.

Rather than teach the five disciplines as separate and discrete subjects, STEAM integrates them into a cohesive learning paradigm based on real-world applications.

## William Pike Challenge

The William Pike Challenge is a dynamic youth development program designed to empower students through a series of personal and community-based challenges. The program includes:

- **Outdoor Activities:** Engaging in a diverse range of outdoor pursuits to enhance physical fitness and outdoor skills.
- **Community Service Projects:** Participating in initiatives that foster a sense of responsibility and community spirit.
- **Passion Projects:** Encouraging students to explore and develop their individual interests and talents.
- **Skill Development:** Cultivating essential life skills such as teamwork, leadership, and perseverance.
- **Personal Growth:** Helping students step outside their comfort zones and develop resilience.

- **Community Impact:** Gaining a deeper understanding of their potential to make a positive impact in their communities.

By completing the William Pike Challenge, students not only grow individually but also learn the importance of contributing to and supporting their communities.





## Student Voice - Shahida Siddiqi

Being a Year 9 student is an incredible experience, filled with opportunities for growth and adventure. This year has benefited me in various ways. I've made many memories and lots of long-lasting friendships.

One of the exciting opportunities we participate in is the William Pike Challenge. This involves 20 hours of community service, passion projects, and various outdoor activities. Through this challenge, we will learn to overcome obstacles, boost our confidence and self-worth, and step out of our comfort zone. We'll engage in thrilling activities such as kayaking, rock climbing, tramping, and possibly visiting the snowy mountains.

Year 9 also comes with many privileges and responsibilities. We get to wear special Year 9 shirts, host assemblies, and leadership roles around the school. At Berkley, Year 9 offers unique learning opportunities, including specialised courses in science and welding. This year, we also participated in a First Aid course where we learned three essential steps for saving lives.

A significant benefit of being in Year 9 is having a smaller class size, which allows for more personalised support from teachers and peers. Each of us has our own chromebook, contributing to a calm and focused learning environment. Additionally, the smaller class size makes it easier for us to go on more educational trips.

Overall Year 9 at Berkley is a fantastic time to prepare for high school and the future. I'm glad I took up the challenge and continued the journey as a year 9 at Berkley. I highly recommend it to Berkley's current and future Year 8 students.



## Benefits of being a Year 9 at Berkley:

**I will** seize the opportunity to participate in the New Zealand William Pike challenge, where I will learn to overcome challenges, increase my confidence and self worth, and step out of my comfort zone.

**I will** have the opportunity to attend a Year 9 Specialist Camp. The philosophy around the Year 9 camp is to increase students confidence, build leadership, and develop strong connections with their peers. The camp's physical location varies from year to year depending on the groups strengths, needs and passions.

**I will** develop my Entrepreneurial skills. I will learn the concepts of supply and demand, set a budget, plan and run a business, sell a product for return and learn effective money management skills. All proceeds will go towards the funding of the Year 9 shirt for 2025.

**I will** be coached and mentored by Berkley staff to develop my leadership skills.

**I will** learn how to engineer - welding with recycled metal will require creativity and resilience. Students will learn the required skills necessary when working with metal and put their problem solving skills to use as they engineer and test their products against a design brief.

**I will** have an opportunity to be involved in a specialised Year 9 Arts and Technology programme and extended science programme.

**I will** experience high quality teaching and learning where programmes are specifically tailored to students needs and strengths.





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## Digital Technology at Berkley Normal Middle School

The development of digital technology skills, knowledge and understanding are a critical component of learning at Berkley.

All Berkley classrooms are equipped with a range of digital devices. We also welcome students bringing their own devices to school to use as a tool for learning. If you are choosing to purchase a device for your child while they are at Berkley we encourage you to consider a Chromebook. It is likely that your child has used a Chromebook at their current school. Chromebooks are cheap, effective and productive in education. We ask students and parents to visit our school website ([www.berkley.school.nz](http://www.berkley.school.nz)) to find links to our school BYOD documentation and information about our guidelines for the use of devices across the school.





## Digital Technologies Programme

Our digital technologies programme aims to teach students how to design their own digital solutions and become creators of, not just users of, digital technologies.

Digital literacy and digital fluency are two concepts used to describe the knowledge and dispositions learners need to acquire in the process of becoming capable and confident users of digital technologies.

- Digital literacy - builds on traditional literacy learning. It involves learning about how to use digital technologies and what to do with them.
- Digital fluency – includes digital literacy but is more than technical proficiency. It includes many social and dispositional skills necessary to use digital technologies wisely, safely, and respectfully. A digitally fluent person can choose when and articulate why a specific digital technology will achieve a particular purpose.

Our DT Programme is designed to deliver the objectives from the new Digital Technologies Curriculum (2020). Students will be offered opportunities to develop these essential understandings:

- Computational thinking – Students will develop an understanding of computer science principles that underlie all digital technologies. They'll learn core programming concepts so that they can become creators of digital technology, not just users.
- Designing and developing digital outcomes – Students will learn how to design quality, fit-for-purpose digital solutions.

To support and consolidate these skills and understandings, students will be offered opportunities to work with technologies such as:

- MaKey MaKey, Digital Breakouts, Sphero, Micro:bit, Minecraft Education Edition, Google Workspace (Docs, Slides and Classroom) and coding platforms such as Hour of Code, Scratch and Gamefoot.

# WORKING TOGETHER:



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## Berkley Website, App & Social Media

Our website - [www.berkley.school.nz](http://www.berkley.school.nz) is an important portal for parents/caregivers. For up to date information, cancellations and changes to our school day, check out our Facebook page or download the BNMS app. We use these means of social media to communicate instantly and effectively with our community.

## Agenda Book

This book is a regular and important form of communication between home and school. Each day students record their homework tasks and attach any school notices. We seek parent support by requesting your signature which confirms to us that the information has been received and read.

## Homework

All 10-14 year olds, regardless of what they say to the contrary, are expected to do 20 minutes homework, a minimum of three times per week. This is not a set amount, but rather in the nature of a challenge "How much can I do?"

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## School Hours

School begins at 8:45am and finishes at 3:15pm. To ensure that learners are able to make the most of the programme of learning at Berkley, students are to be at school by 8:30am to prepare for the day ahead and are expected to remain at school for the full school day. Students using public transport to and from school need to use timetabled routes that are scheduled outside of school hours.

## Term Dates 2025:

**Term 1:** Monday 3 February - Friday 11 April

**Term 2:** Monday 28 April - Friday 27 June

**Term 3:** Monday 14 July - Friday 19 September

**Term 4:** Monday 6 October - Thursday 11 December

## Absences

All absences must be communicated and explained to the school before 9.00am in the morning. If the absence is for 3 days or more a medical certificate may be requested.

Our preference is for parents to report student absences via our school website homepage absences link or the Berkley app. Alternatively please ring our office line - (07) 856 6537 ext 1 and leave a message.

Our office staff will send a notification text message if your child is absent without an explanation. The school can request support from Blue Light and Hillcrest Kahui Ako Attendance Services for unexplained or lengthy explained absences.

Students who arrive at school after 8.45am must report to the student counter at the school office to sign in.

## Leave Requests

During the school day, no student may leave the school grounds without staff permission. An explanatory note from parents or caregivers must be presented on each occasion and students must sign out and be collected from the office. It is expected that these occasions will be infrequent.

Requests for periods of leave during term time are to be directed, in writing, to the principal.

## Travel To and From School

Our students are expected to maintain school standards by:

- Wearing school uniform correctly from the time they leave home in the morning until they return home at the end of the day.
- Maintaining a high standard of behaviour is expected at all times including on school and city buses.
- Showing courtesy to all members of the public.

## Travel by Car

Parents who deliver their child to school by car should use the Mullane Street entrance. We encourage parents to pick up and drop off students on Morrinsville Road.

We seek your co-operation with this request as the Berkley Avenue entrance (including the bus bay turn-around area) must be kept clear at all times.

## Cyclist and Pedestrian Safety

Cyclists and pedestrians are expected to know and follow the “Rules of the Road” including using the appropriate crossings.

Regulation cycle helmets are compulsory and students will not be allowed to bring bicycles to school without one.

Cycle stands are available and all bicycles and scooters need to be padlocked.

## Homestay Families

We seek homestay families who can provide a friendly, supportive and caring home environment for our students during their time here at Berkley Normal Middle School. We view the homestay experience as an opportunity for students and homestays to share cultures and create memorable experiences together. We want homestays who will care for students as they would their own child or whanau/family member.

We welcome new homestay applications from the school and local community throughout the year. Our international students range from 10 - 14 years of age. Like all young people they need support, not only with the challenge of a new school environment, but also learning English, new customs and adjusting to family life. For some students this is the first time away from family and they can get homesick. With patient and caring support, students quickly adapt to their new life.

Homestay families are also needed each year for 2 weeks in March when we host students from Makuhari Junior High in Japan. Sometimes in term two we welcome students from Thailand into our school and seek homestay families for them. We also have International Students who require a homestay family for a year or more. If you are interested in becoming a homestay family, the homestay coordinator will arrange a home visit to check on suitability of your home for hosting, as well as police vetting of all household members over 18 years. These are mandatory under The Education (Pastoral Care of International Students) Code of Practice 2021. Full details of the Code of Practice can be found on the NZQA website [www.nzqa.govt.nz](http://www.nzqa.govt.nz).

For more information on becoming a homestay family please contact the International Student Co-ordinator at Berkley Normal Middle School office.





## Reporting to Parents

Unit of Inquiry, mathematics and writing books are a record of student achievement. These books are a sequence of work samples that provide parents with information about the class programme and their child's growth and development.

We use Google Apps for Education for student learning. This secure cloud-based system utilises the multi-media dimensions and creativity of our students to capture growth and achievement.

Student led conferences are held each year. During these conferences students share their set goals and teachers report to parents on learning and achievement. Parents will receive regular updates about student progress and achievement in relation to the NZ curriculum achievement levels.

## Payments

Our preferred method of payment is through internet banking.

Our school account number is  
**12-3122-0202229-00**

Alternatively payments can be made by eftpos or cash at the school office.

## Money and Valuables

Money and valuables requiring safekeeping should be placed in a clearly labelled envelope and handed to the classroom teacher, who will follow our "all care but no responsibility" policy. No responsibility will be accepted for money or valuables not handed in.

All personal items, uniform, books and other equipment must be named. All students must respect the property of others and only use it with the owner's permission.

## Stationery

To begin the school year students are required to purchase a stationery pack from school that will be sufficient for all core programmes. The school operates a stationery shop in the Learning Centre for sales during the year.

## Canteen

Berkley has a canteen which is run by Libelle Group, NZ's leading school food & beverage service provider. They offer a range of freshly made hot and cold packaged items and drinks for students to purchase during break times. A menu is available on our website. Lunch orders should be placed before school - eftpos is available. Gluten free food items are available and these will need to be ordered before school each day.

# UNIFORM

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Our Board of Trustees by-law requires our students to wear the regulation uniform in school at all times.

Uniform gives students a sense of belonging and allows all children to be equally well dressed.

All belongings must be named.

Berkley uniform can only be purchased from 'The Brandmakers'. They are located at 6 Latham Court, Frankton, Hamilton. Their opening hours are Monday – Friday 8.00am – 5.00pm or for online purchasing – [www.thebrandmakers.co.nz](http://www.thebrandmakers.co.nz)



## Uniform Schedule

- Poloshirt – navy and jade short sleeved with Berkley logo
- Culottes – navy drill with Berkley in white print
- Shorts – navy drill with Berkley in white print
- Polar Fleece Sweatshirt – navy with Berkley logo
- Hoodie - navy with Berkley logo
- Puffer Jacket – navy with Berkley logo
- P.E. Shirt – navy with Berkley logo
- P.E. Short – navy with Berkley logo
- Cap/Hat – navy with Berkley in white print
- Socks – plain navy or black either ankle or mid-calf length
- Beanie – navy with Berkley in white print
- Scarf – navy with Berkley in white print

For guidance regarding accommodating religious beliefs and the school uniform, please speak to the enrolments administrator via the school office.

## Not available from the Uniform Shop:

- Shoes - plain black, (no boots, no high heels)
- Sandals - Roman sandal, plain black
- Pantihose/tights (with feet) flesh coloured, black or navy
- Hair accessories - clips, ties, ribbons, headbands to be plain and in school colours (white, black or navy)

## Hair colour:

- Hair colour is to be natural, not dyed or coloured.

## Jewellery:

Students may wear:

- One pair of small studs in the ears
- One wrist watch
- One plain chain or bone carving of spiritual or cultural significance
- Nail polish and makeup are not permitted



TAKE UP THE CHALLENGE



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# BERKLEY

Normal Middle School

(07) 856 6537

[berkley.school.nz](http://berkley.school.nz)

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