

NAME \_\_\_\_\_

HOMEROOM \_\_\_\_\_



INTERNATIONAL STUDENT  
ORIENTATION BOOKLET

**SOUTH  
WELLINGTON  
INTERMEDIATE  
SCHOOL  
(SWIS)**



# HELLO, WELCOME TO SWIS!

**Tēnā koutou, Konnichiwa, As-salāmu 'alaykum, Hola,**

SWIS is a specialist Year 7 & 8 school, especially for 10-13 year old students.

We are set up with your physical, emotional and academic needs at the forefront.

We want to support you in learning, thinking, and acting independently, and we make the most of every opportunity to give you a wide, challenging and varied range of experiences.

The variety of subjects we offer give you the opportunity to interact with a range of staff and help to build positive learning relationships across the school.

We can't wait to share your learning journey with you!

Nga mihi nui koutou.

**Te iwi tahi tatou - We are one family.**



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# 1. MEET YOUR TEACHERS

My Homeroom Teacher is: \_\_\_\_\_

My Buddy's name is: \_\_\_\_\_

The name of the SWIS Principal is:

\_\_\_\_\_

The name of the SWIS Deputy Principal is:

\_\_\_\_\_

The name of the SWIS Deputy Principal is:

\_\_\_\_\_

The name of the School Counsellor is:

\_\_\_\_\_

The names of the Office Staff are:

\_\_\_\_\_

\_\_\_\_\_

**School  
Principal &  
International  
Coordinator**



**Deputy  
Principal**



**Deputy  
Principal**



**School  
Counsellor**



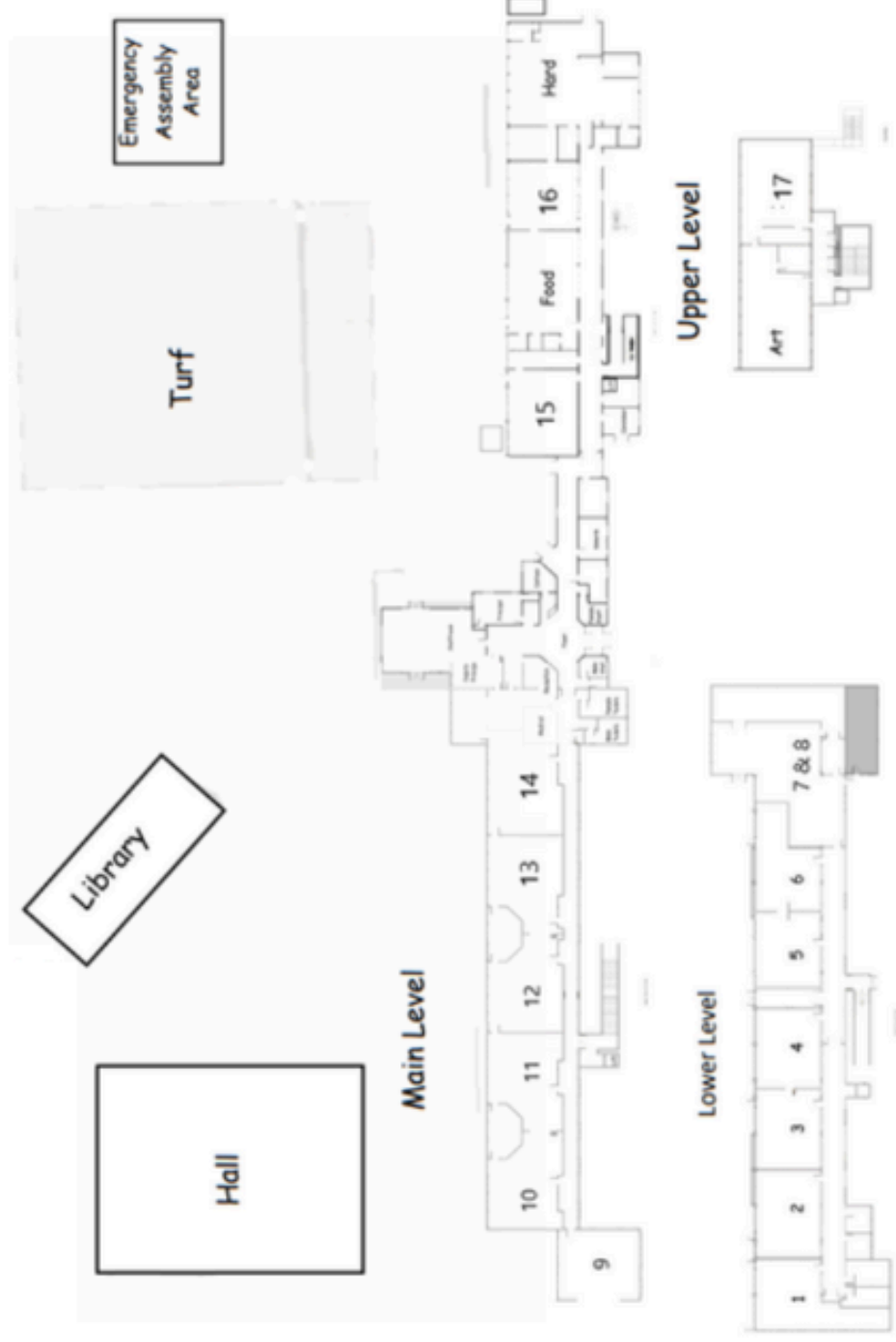
**Office staff**





## 2. SWIS MAP

Mark your classrooms on this map



### 3. OUR SCHOOL DAY

Each morning you will start your school day at 8.45am in your homeroom with a roll call and by listening to the daily notices, which tell you about special events taking place and meetings about activities you can sign up for.

Each day you will be taught in your Homeroom with your Homeroom teacher, which means you get to know each other really well.

With your Homeroom teacher, you will study:

- English
- Mathematics
- Social Studies
- Health

Throughout the week your Homeroom class will also go to specialist classrooms for Semi Specialisation Subjects (Semi-spec) taught by teachers whose strengths and passions lie in these areas:

- Science
- Physical Education (P.E.)
- Te Reo & Aotearoa NZ History studies
- Technology subjects including Hard Materials, Digital Technology, Food Technology, Textiles
- Arts subjects including Music, Visual Arts, Film, Drama, Philosophy

Other classes in your week include Enrichment Programmes. You will choose from a range of sports, languages and other subjects that you are interested in or passionate about. These sessions run on Monday and Friday afternoons.

There are two breaks a day - morning tea and a longer lunch break. Often sports practices or group meetings take place during the lunch break.

At the end of the day, you will return to your homeroom.

The bell rings at 3pm and you are free to leave school for the day.



Example Timetable (Individual Rooms will have different semi-spec subject times)

Time	Monday	Tuesday	Wednesday	Thursday	Friday
8:45 - 10:10am	Homeroom	Homeroom	Homeroom	Homeroom	Homeroom
10:10 - 10:30	Morning Tea				
10:30 - 11:20	Homeroom	PE	Homeroom	Science	Homeroom
11:25 - 12:15	Homeroom	Science	Homeroom	PE	Homeroom
12:15 - 12:25	Lunch Eating Time				
12:25 - 1:05	Lunch Play				
1:05- 1:55pm	Homeroom	Music or Film	Technology	Te Reo	Enrichment
2 - 2:50	Sports	Drama or ICT		Philosophy or NZ History	Enrichment
2:50 - 3	Homeroom & Wellbeing				



## 4. MY TIMETABLE

Write in your subjects and teachers

Time	Monday	Tuesday	Wednesday	Thursday	Friday
8:45 - 10:10	Homeroom				
10:10 - 10:30	Morning Tea				
10:30 - 11:20	Homeroom	Subject: Teacher:	Homeroom	Subject: Teacher:	Homeroom
11:25 - 12:15	Homeroom	Subject: Teacher:	Homeroom	Subject: Teacher:	Homeroom
12:15 - 12:25	Lunch eating time				
12:25 - 1:05	Lunch play time				
1:05 - 1:55	Homeroom	Subject: Teacher:	Subject: Teacher:	Subject: Teacher:	Subject: Teacher:
2:00 - 2:50	Subject: Teacher:	Subject: Teacher:	Subject: Teacher:	Subject: Teacher:	Subject: Teacher:
2:50 - 3:00	Homeroom				

# 5. SCHOOL UNIFORM

*Tick off the items once you have them.*



## DAILY UNIFORM



## P.E. & SPORT UNIFORM



- SWIS green polo shirt ☐
- SWIS shorts or black track pants ☐
- SWIS green sweatshirt or polar fleece ☐

- SWIS yellow PE t-shirt ☐
- Plain black shorts or track pants ☐
- Suitable shoes for running ☐

## FOOTWEAR

Although there are no uniform shoes at SWIS, it is important to wear appropriate shoes for the activities.

For safety reasons, running shoes are needed for P.E. and closed shoes are needed when participating in Cooking and Hard Materials .



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# ADDITIONAL UNIFORM ITEMS

*Tick off the items once you have them.*



- Backpack ☐
- Black rain jacket (worn when outside during cold or wet days) ☐
- Any sun hat or cap (to be worn outdoors only) ☐  
*School caps, bucket hats, and beanies are available from the School Office.*
- OPTIONAL - SWIS beanie (woolly hat) or plain black beanie (to be worn outdoors in Term 2 and 3 only) ☐
- OPTIONAL - Green or black thermal skins (or similar) can be worn under t-shirts in Term 2 and 3 ☐
- OPTIONAL - Waterproof, reflective backpack cover (available from the School Office) ☐

## UNIFORM RULES

- Please make sure all your belongings are clearly NAMED ☐
- Non uniform items should not be worn with school uniform at any time. If you are unsure if an item is acceptable, please check with a teacher
- No make-up
- No jewellery other than stud type earrings and a watch
- A taonga (treasured or cultural item) may be worn if discussed and agreed to by the Principal
- Hair is to be tied up off the face during class time





## 6. GENERAL SCHOOL INFORMATION

### DIGITAL DEVICES AND STATIONERY

SWIS is a BYOD (Bring Your Own Device) school and we encourage you to bring a device (iPad, Chrome book, laptop) to school.

☐

A complete list of stationery can be found at [www.myschool.co.nz/swis](http://www.myschool.co.nz/swis). You can order everything you need here and have it delivered.

☐

### GETTING TO AND FROM SCHOOL

We encourage you to walk or ride a bicycle or scooter to school. You must wear a helmet. .

A bicycle stand is available by the library, and you will need your own padlock. Scooters can be stored beside your classroom.

Skateboards are not permitted within the school grounds.



My plan for getting to school is:

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## MOBILE PHONES

You are not to use your mobile phone during school hours. Give it to your homeroom teacher for safekeeping at the beginning of the school day, and it will be returned to you at the end of the day.

Families can contact our office if a message needs to be passed on. Talk to your homeroom teacher or the office if you need to make a call.

## ATTENDANCE / ABSENCES

You must attend 100% of your education programme.

If you are sick and cannot come to school, your caregiver must phone the school before 8am.

When you return to school, you must bring a note from your caregiver to explain your absence.

This note must be written by the caregiver you live with.



## 7. ENRICHMENT PROGRAMMES

### ***SPORT & LANGUAGE ENRICHMENT PROGRAMME***

For these Enrichment programmes, you will spend half the year learning your chosen languages (2) and half the year doing your chosen sports (4). These programmes run weekly on Monday afternoons.

The language options can include French, Italian, Japanese, Mandarin, Malay, and Te Reo. The sport options can include basketball, table tennis, football, kia o rahi (a Māori ball sport) and many more.

Language & Sport options I'm interested in:

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### ***FRIDAY ENRICHMENT***

For this Enrichment Programme, you will choose a subject that you are interested in or passionate about from the options provided. The programme runs on a Friday afternoon, for either one term, half a year or the whole year depending on the programme.

Previous options have included:

- Animal Safari
- Theatre Sports
- Building
- Card Art
- Coding
- Gardening
- Pump Dance
- School of Rock

Enrichment options I'm interested in:

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## 8. EXTRACURRICULAR ACTIVITIES

We have many extracurricular sporting, academic, cultural and arts programmes, which you can choose to participate in:

- We run sports teams such as SWIS water polo, netball, basketball, floorball and touch rugby, who play after school or on weekends.
- We are members of the Wellington Regional Intermediate Schools Sports Association and participate in a range of inter-school sporting events annually.
- We offer 'Future Problem Solving' which runs before school and challenges students in critical thinking.
- We have Kapa Haka and Polyfest Cultural groups which participate in many school-based, local and regional events.
- We participate in events such as AIMS Games, EPRO-8, Kids Literature Quiz programme, ICAS examinations, (external international exams) National writing and art competitions and events, World Scholars Cup, William Pike Challenge and much more.
- Throughout the year we also participate in social awareness activities such as the 40 hour famine and Pink Shirt Day.



**Extracurricular options I'm interested in:**

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## 9. CAMP & EOTC WEEK

### **CAMP**

A highlight of the year for all our students is school camp.

Our two-night camp at the beginning of the year gives you the opportunity to get to know your classmates and teachers, and participate in lots of fun activities such as:

- Flying Fox
- 10 – Pin Bowling
- Confidence Course
- Mini Golf
- Kayaking
- Water Slide
- Mud Slide
- Swimming Pool

### **EOTC WEEK**

EOTC (Education Outside the Classroom) is another very popular event in our school year.

It takes place in Term 4 and you will be able to choose from many options such as major camps and numerous other activities in and around Wellington.

Previous options have included:

- Kayaking the Able Tasman
- Resolution Bay Wilderness Experience
- Art Retreat in Picton
- Learn to Surf
- Art around Wellington
- Circus skills
- Foodie experience
- Judo



# 10. FREQUENTLY ASKED QUESTIONS



## WHAT TO DO IF YOU HAVE A DOCTOR, DENTIST OR SPECIALIST APPOINTMENT:

- Bring a note from your caregiver asking permission for you to leave school for your appointment.
- Give the note to the School Office when you arrive at school. They will give you a green Exit Pass.
- When you are due to leave for your appointment, show your teacher (whatever class you are in) your green Exit Pass.
- Go to the School Office and sign out before you leave the school grounds.
- If you come back before the end of school, sign back in at the School Office.

## WHAT CAN I DO IF I FEEL ILL AT SCHOOL?

Our School Health Clinic is located next to the School Office. If you don't feel well while you are at school, you can go the Health Clinic for medical attention:

- Tell your teacher you are ill. They will give you a note to take to the school nurse.
- The nurse will decide if you need to go home or if they can help.
- If the nurse and your caregiver agree you can go home, you must sign out at the School Office.
- If you have an accident at school, see the nurse as soon as possible.
- The nurse will follow the above procedures and if necessary, take you to see a doctor.





## WHO CAN I TALK TO IF I'M FEELING UPSET OR NEED SUPPORT?

South Wellington Intermediate has a counsellor who can help and support you with any personal issues.

This is confidential and free.

Some of the help counselling can provide is:

- Loss or grief
- Anxiety
- Concerns about sexuality
- Changes and worries in your life
- Relationships/Family
- Stress management
- Addictions
- Personal trauma
- General wellbeing

If you would like to see the School Counsellor, Nazli Ozkan, please email [Nazli.Ozkan@swis.school.nz](mailto:Nazli.Ozkan@swis.school.nz) or visit her office located downstairs by Room 1.

## CAN I LEAVE SCHOOL DURING THE SCHOOL DAY?

It is important that the school knows where you are during the school day, should there be an emergency or fire drill.



You are not allowed to leave the school grounds without following the correct procedures (see leaving for appointments etc).

You must never go home from school without permission.



## 11. SCHOOL QUIZ

Get your homeroom buddy to help you with the answers to these questions!

# 1

### SCHOOL HOURS

School starts at \_\_\_\_\_

School finishes at \_\_\_\_\_

# 2

### SCHOOL MISSION

The South Wellington Intermediate School Mission is:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ and

\_\_\_\_\_



## SCHOOL QUIZ!

WHAT IS SEMI-SPEC?

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WHAT DOES PB4L MEAN?

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SCHOOL VISION

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To always \_\_\_\_\_ the status quo,  
\_\_\_\_\_ and \_\_\_\_\_

our students to achieve to their highest  
potential at SWIS and beyond.



## SCHOOL QUIZ LEARN TE REO!

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WHAT DOES KIA ORA MEAN?

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7

WHAT DOES KAI MEAN?

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8

WHAT DOES MAHI MEAN?

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9

WHAT DOES WHANAU MEAN?

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10

WHAT DOES KA PAI MEAN?

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# NOTES & NUMBERS

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# NOTES & NUMBERS

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# **SOUTH WELLINGTON INTERMEDIATE SCHOOL**



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**principal@swis.school.nz**



**[www.swis.school.nz/international-students](http://www.swis.school.nz/international-students)**



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