



## TUAKAU COLLEGE

Pai rawa atu i nga mea katoa | The very best in all things

# 2025 ENROLMENT INFORMATION

## ENROLMENT FORMS

All enrolment forms can be completed online at the Tuakau College website on the KAMAR Portal (visit [www.tuakaucollege.com/enrolment](http://www.tuakaucollege.com/enrolment) to access).

## SCHOOL UNIFORM (see under *Uniform*)

Uniform is available from the stockist below. Enquiries to Mrs Fletcher (Deputy Principal) on 236 8521 ext. 107.

### SAS Uniforms, 7A Glasgow Road, Pukekohe.

- Phone: 09 239 1310
- Monday to Thursday: 8:30 to 5:00pm
- Saturday: 9:00am to 1:00pm
- Friday and Sunday: Closed

## SCHOOL BUSES

We belong to the Franklin South Bus Network (<https://www.franklintng.com/bus-routes>). A Transport Entitlement Zone (TEZ) determines student eligibility for transport to and from school.

Some bus services incur a charge for ineligible students. For more information on pricing and tickets, please check with the Accounts Office by emailing [accounts@tuakaucollege.com](mailto:accounts@tuakaucollege.com) or the Bus Controller by emailing [a.clark@tuakaucollege.com](mailto:a.clark@tuakaucollege.com)

## CONTACT DETAILS

Please advise the Student Database Administrator of any changes to your contact details by emailing [t.potts@tuakaucollege.com](mailto:t.potts@tuakaucollege.com), or phoning 236 8521 ext. 105.

## FEES (see *Fees Schedule*)

Donation (Annual)	See Fees Schedule*
Donations are tax-deductible. See <a href="http://www.ird.govt.nz">www.ird.govt.nz</a> for refund details.	Used to provide library books, sport/outdoor education equipment, school publications and homework diaries.
Subject Fees	Invoices are sent out.
Textbooks	Issued free of charge. Payment is required for loss or damage.
Stationery	Stationery lists are uploaded to <a href="https://www.tuakaucollege.com/key-information">https://www.tuakaucollege.com/key-information</a> at the end of the year.
Sports Fees	Fees due prior to sport participation. See <i>Fees Schedule</i> *

\*The Fees Schedule is emailed to parents/caregivers at the end of year/beginning of new year and are also available from the school's Main Office or Accounts Office.

## 2025 TERM DATES

School Office and Student Centre Open: Thursday 23 January, 2024, Year 12 and 13 Subject Confirmation: Tuesday 28 January, 2024, Year 11 Subject Confirmation: Friday 31 January, 2024, Powhiri and New Students Day: Friday 31 January, 2024 Whole School Starts: Monday 3 February, 2024	
Term 1	TBC – Friday 11 April
Term 2	Monday 28 April to Friday 27 June
Term 3	Monday 14 July to Friday 19 September
Term 4	Monday 6 October - TBC

## PUBLIC HOLIDAYS 2025

Auckland Anniversary	Monday 27 January
Waitangi Day	Thursday 6 February
Good Friday	Friday 18 April
Easter Monday	Monday 21 April
Easter Tuesday	Tuesday 22 April
ANZAC Day	Friday 25 April
King's Birthday	Monday 2 June
Matariki	Friday 20 June
Labour Day	Monday 27 October
Christmas Day	Thursday 25 December
Boxing Day	Friday 26 December

## START & FINISH TIMES

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Students should arrive at school at 8.45am for a 8:55am start. On Wednesdays school starts at 9:05am. School finishes at 3.10pm daily. If a student is late for any reason, they must sign in at the Student Centre and bring a note of explanation. Parents/caregivers of a student arriving late will be contacted to explain their child's absence.

## CLASS TIMES *Subject to change.*

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	Mon	Tues	Wed	Thurs	Fri	
8:55am to 9:05am	Whaanau	10	10	No Whaanau	10	10
9:05am to 9:55am	Period 1	50	50	50	50	50
9:55am to 10:45am	Period 2	50	50	50	50	50
10:45am to 11:10am	Interval	25	25	25	25	25
11:10am to 12:00pm	Period 3	50	50	50	50	50
12:00pm to 12:50pm	Period 4	50	50	50	50	50
12:50pm to 1:30pm	Lunch	40	40	40	40	40
1:30pm to 2:20pm	Period 5	50	50	50	50	50
2:20pm to 3:10pm	Period 6	50	50	50	50	50

## ABSENCES & LEAVE

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If a student is absent from school for any reason, please email [attendance@tuakaucollege.com](mailto:attendance@tuakaucollege.com) or leave a message on the 24 hour absentee line (236 8521 dial 2). If absent for more than 3 days, you are required to send in a medical note to the student's Dean.

If you intend taking your child out of school on holiday or other leave during term time, you must request this in advance *in writing* to the Principal and check with the child's Dean and teachers to ensure they are not missing any assessments or exams.

## ASSEMBLIES & PRIZEGIVINGS

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Assemblies are held regularly throughout each term. Junior, Middle and Senior College prizegivings, Matariki Awards and a Sports Awards evening are held at the end of school year.

## HEALTH CENTRE *Phone 236 8521 ext 119*

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The school has three part-time Registered Nurses that work on site. In an emergency, parents will be contacted as soon as possible. If immediate attention is required, the student will be taken to the nearest medical centre.

## STAFF EMAILS

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Staff emails are [firstname.surname@tuakaucollege.com](mailto:firstname.surname@tuakaucollege.com) (e.g. [sara.smith@tuakaucollege.com](mailto:sara.smith@tuakaucollege.com)). A list is on our website at <https://www.tuakaucollege.com/staff-contacts>

## DEANS *Dean's Office: Phone 236 8521 ext 135 / 140*

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Each year level has a Dean allocated. Please contact your child's year level Dean if you have any pastoral issues or concerns. (<https://www.tuakaucollege.com/staff-contacts>)

## NEWS & NOTICES

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Please see our website [www.tuakaucollege.com](http://www.tuakaucollege.com) or link to our Tuakau College Facebook Page for school news and events. A KAMAR Parent Portal System is also available.

Our monthly e-Bulletin newsletter (*Korero*) is emailed to all parents/caregivers and printed for those without email addresses. It is also on our Facebook page and the college's website (<https://www.tuakaucollege.com/e-bulletin>)

Daily notices are read out to Whaanau (form) classes and available on school notice boards, on the school database, KAMAR and via the parent portal.

## 'Friends of Tuakau College' (PTA)

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The 'Friends of Tuakau College' (Parent Teacher Association - PTA) meets monthly on Tuesdays in the staff room. Come along (no obligations!) and we will make you welcome. Please phone first and check dates before attending.

## TUAKAU COLLEGE BOARD

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The Tuakau College Board meets on the last Tuesday of each month. Trustee elections are held every 18 months. Student trustee elections are held annually in September.

## REPORTING

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School reports are issued four times during the school year. Parents and caregivers are encouraged to support their child through Academic Conferencing which assists students to identify goals and ways to achieve them and for older students help identify possible career choices. Parent/student/teacher interviews are held twice yearly.

# Tuakau College School (106) Enrolment Scheme

Effective from 1 February 2018

The guidelines for development and operation of enrolment schemes are issued under section 11G (3) of the Education Act 1989 for the purpose of describing the basis on which the Secretary's powers in relation to enrolment schemes will be exercised.

## Home Zone

**All students who live within the home zone described below and shown on the map overleaf shall be entitled to enrol at the school.**

The enrolment scheme home zone includes:

- *State Highway 1 (SH1) between Nikau Road and Oram Road,*
  - *Includes Razorback Road (addresses 270, 285 and above), Jimeda Road, Pirrit Road, Nikau Road and Oram Road, roads in Pokeno township,*
- *State Highway 2 (SH2) between SH1 and Rawiri Road,*
  - *Includes SH2 off roads, Rimu Road, McMillan Road, Pinnacle Hill Road (odd addresses 7-133 and even addresses 8-120 included), Graham Road, Brijevich Road, Moon Ridge Close, Paparimu Road (addresses 700 and above), Twining Road, Mangatawhiri Road and off roads included, Buckingham Road, Caie Road, Bell Road, Jeff Road, Golf Road and Rawiri Road. Mangatangi Road excluded.*
- *Koheroa Road and off roads between SH2 to and SH1,*
- *Roads between Mercer and Pukekawa,*
  - *Mercer Ferry Road, Morrison Road, Clark & Denize Road, Native Road, Geraghty Road,*
- *Roads between Pukekawa and Tuakau,*
  - *Includes Old Highway 22 (addresses 765, 762 and below included), Hunt Road (addresses 69 and below), Murray Road, Mile Bush Road, Onewhero Tuakau Bridge Road (addresses 92 and below included), Tuakau Bridge – Port Waikato Road (addresses 616 and below included), River Road and off roads,*
- *Buckland Road (addresses 2026, 1999 and above included), off roads included, Cameron Town Road and Tuakau Road excluded.*
- *George Street and off roads,*
- *Harrisville Road between Tuakau and Jericho Road*
  - *Harrisville Road (even addresses 406, odd addresses 389 and below included) and off-roads, Bovill Way, Gordon Paul Place, Ruebe Road, Jericho Road (addresses 223, 228 and above included), Buckville Road excluded,*
- *Whangarata Road and Ridge Road between Tuakau and SH1,*
  - *Includes off roads and Pokeno Road*

All residential addresses on included sides of boundary roads and all no exit roads off included sides of boundary roads are included in the zone unless otherwise stated.

Proof of residence within the home zone will be required.

Each year, applications for enrolment in the following year from in-zone students will be sought by a date which will be published in a daily or community newspaper circulating in the area served by the school. This will enable the board to assess the number of places which can be made available to students who live outside the home zone.

### **Special Programmes**

This priority category is not applicable at this school because the school does not run a Special programme approved by the Secretary.

### **Out of Zone Enrolments**

Each year the board will determine the number of places which are likely to be available in the following year for the enrolment of students who live outside the home zone. The board will publish this information by notice in a daily or community newspaper circulating in the area served by the school. The notice will indicate how applications are to be made and will specify a date by which all applications must be received.

Applications for enrolment will be processed in the following order of priority:

**First Priority** This priority category is not applicable at this school because the school does not run a special programme approved by the Secretary

**Second Priority** will be given to applicants who are siblings of current students.

**Third Priority** will be given to applicants who are siblings of former students.

**Fourth Priority** will be given to any applicant who is a child of a former student of the school.

**Fifth Priority** will be given to any applicant who is either a child of an employee of the board of the school or a child of a member of the board of the school.

**Sixth Priority** will be given to all other applicants.

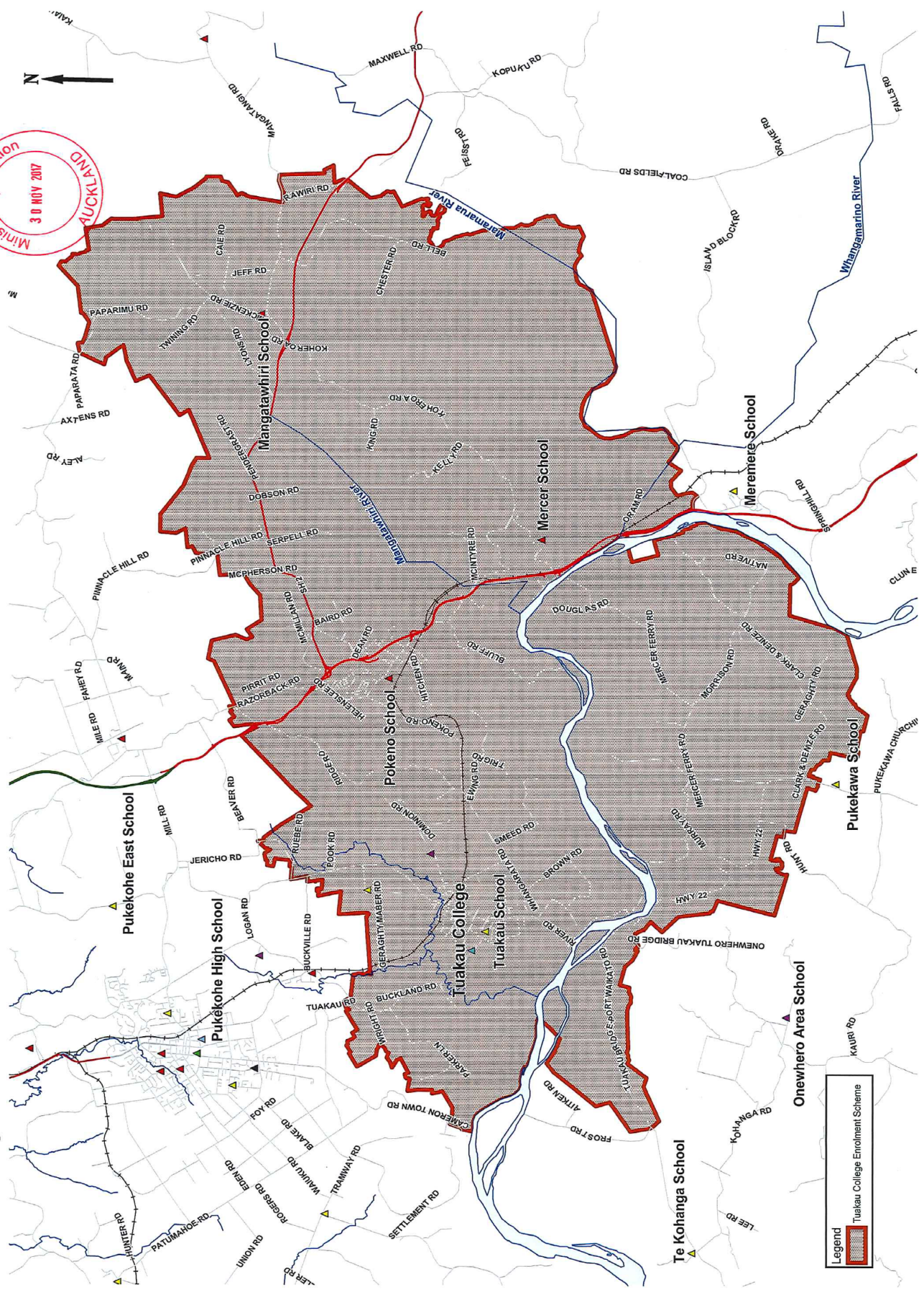
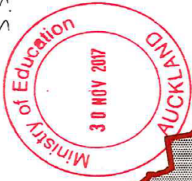
If there are more applicants in the second, third, fourth, or fifth priority groups than there are places available, selection within the priority group will be by a ballot conducted in accordance with instructions issued by the Secretary under Section 11G(1) of the Education Act 1989. Parents will be informed of the date of any ballot by notice in a daily or community newspaper circulating in the area served by the school.

**Applicants seeking second or third priority status may be required to give proof of a sibling relationship.**

*See Enrolment Zone map overleaf*

# Tuakau College Enrolment Scheme

S. Schepers



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# SCHOOL UNIFORM



**TUAKAU COLLEGE**

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<b>Blouse</b>	Year 7-10 Regulation Junior Blouse. Year 11-13 Regulation Senior Blouse.
<b>Shirt</b>	Year 7-10 Regulation Junior Shirt. Year 11-13 Regulation Senior Shirt.
<b>Jersey/Vest</b>	Regulation School Jersey (optional) or Vest (optional) when available from Uniform Shoppe.
<b>Skirt</b>	Regulation knee or ankle length skirt.
<b>Tupenu (Lavalava)</b>	Regulation Tupenu.
<b>Shorts</b>	Regulation school shorts. Waistband must be above hips. Hems must be above or on the knee. Belts may be black.
<b>Trousers (Dress Uniform – optional)</b>	Regulation school trousers. Waistband must be above hips. To be worn with shoes and black socks. No sandals to be worn with long trousers.
<b>Jackets</b>	Regulation softshell jacket (optional).
<b>Blazer (Dress Uniform – optional)</b>	Regulation blazer (optional).
<b>Socks/Stockings</b>	Calf length plain black socks or plain (not ribbed or patterned) black stockings may be worn.
<b>Footwear</b>	Plain black shoes only. Sandals must be plain black, flat sandals with straps over heel, worn as designed and in a neat and tidy condition. No socks to be worn with sandals. For Health and Safety reasons, covered shoes MUST always be worn in Technology rooms and sometimes in Science practical's.
<b>PE/House Activity Uniform</b>	Regulation T-shirt in house colour to be worn with plain black shorts.
<b>Tie (Dress Uniform – optional)</b>	Regulation school tie (optional).

<b>Jewellery</b>	<b>NO</b> jewellery to be worn other than the following: plain ear studs or plain sleeper earrings (maximum of 2 per ear. Sleepers must be a maximum of 12mm in diameter and be able to rotate 360 degrees through the ear). A wrist watch. One piece of jewellery of cultural, religious, or personal significance to be worn around the wrist or neck. Medic-Alert bracelets. One small plain nose stud. <b>NO</b> facial piercings. <b>NO</b> ear lobe expanders/stretchers. Maximum size for spacers is 1cm. One ring on finger. Culturally significant earrings may be worn at special occasions only but students <u>must</u> seek approval from an SLT member prior to the occasion.
<b>School Cap (optional)</b>	Plain black cap or hat ( <b>NO</b> writing or brands and <b>NO</b> beanies) may be worn outside only for sun protection. Cap peaks to be worn to the front only.
<b>Religious/Cultural Headwear</b>	Plain black.
<b>Scarf (optional)</b>	Plain black scarf.
<b>Hair</b>	Students' hair must be clean and tidy at all times. <b>NO</b> extremes of fashion acceptable. Dyed hair must be of a natural colour that someone could be born with. Facial hair must be kept groomed at all times. All students with long hair will be required to tie it back in classes where health and/or safety is an issue e.g. Technology classes.
<b>Under Garments</b>	Plain undergarments may be worn. They must not be visible through the school shirt, below the length of the skirt or below the sleeves.
<b>Sunglasses</b>	Sunglasses may be worn outside only and are the responsibility of the student. Sunglasses are not permitted to be worn on the head in class.
<b>Nail Varnish</b>	Clear, transparent or natural colours only. <b>NO</b> solid colours permitted.
<b>Make Up</b>	<b>NO</b> obvious makeup permitted.
<b>Tattoos</b>	The tattooing of young people of school age is strongly discouraged, however they may be accepted on students over 16 years old and should be limited to a significantly appropriate tattoo. If a student has an inappropriate tattoo it must be covered. Unacceptable tattoos include, but are not limited to; drugs, alcohol, gang affiliations, death and sexually explicit.



## UNIFORM IS AVAILABLE FROM The Uniform Shoppe and SAS Sport

Located at 7A, Glasgow Road, Pukekohe.  
Phone: 09 239 1310  
Shop hours are Monday to Friday: 8:30 to 5pm and Saturday: 9am to 1pm  
Website: [www.theuniformshoppe.co.nz](http://www.theuniformshoppe.co.nz)