

Kia Ora Kia Tahi, Kia Tahi Kia Ora  
Together, we Live to Learn and Learn to Live

**LYTTON**  
STREET SCHOOL

**WELCOME**





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## Welcome

Welcome to Lytton Street School. 2022 is planned to be an extremely exciting year. We are continuing a range of innovative programmes for our students as well as focusing on the core skills of Literacy and Numeracy, with an emphasis on Outdoor Education.

Lytton Street School is a medium-sized, contributing primary school situated in Feilding, approximately 20 kilometres from Palmerston North. Established in 1901 and set in very attractive grounds, Lytton Street has a roll of 500+ students catering for pupils from New Entrant to Year Six.

Lytton Street School is a positive and proactive learning environment. We are constantly exploring new initiatives in education and keep ourselves at the forefront of developments. Our school operates a 1:1 device per student iPad/Chromebook ratio in the Year 3, 4, 5 and 6 classrooms. This enables our students to learn amazing new skills that will serve them well in the 21st Century.

In addition to this our school has embarked on a range of extensive property upgrades that have seen the creation of over 15 ultra-modern classrooms to promote collaborative, creative and independent learners.

We welcome current and prospective parents to call in at any stage to discuss their child's education. We strongly believe a positive and firm partnership between school, parents, students and community is vital to our success.

I thank you for choosing Lytton Street School to educate your child/ren and look forward to establishing a positive relationship with you as the curtain unfolds on an exciting school year ahead.



Ben Ward-Smith  
Principal - February 2021



# Our School

## Mission Statement

Together, we Live to Learn and Learn to Live  
Kia Ora Kia Tahi, Kia Tahi Kia Ora

## Philosophy

Lytton Street School values and embraces the uniqueness of every child. We encourage each child to grow and learn in warm, nurturing, and engaging environments that foster their individual needs. We build positive, trusting relationships with each and every child and their whānau.

Lytton Street School philosophy and associated practices are evidence-based upon the following key processes...

1. Shared values of educators, parents and community at Lytton Street School
2. Identified theories and educational perspectives that support best practice
3. Associated practices that reflect the values, theories and educational perspectives of staff, parents and community

Our school pedagogy is developed around three core developmental domains and twelve dispositions.

### Cognitive

... a range of elements related to thinking and making sense of the world

### Agency

#### Innovative

#### Reflective

#### Problem Solver

### Emotional

... a range of elements of maturity centred around the individual

### Resilient

#### Mindful

#### Responsive

#### Empathetic

### Cognitive

... a range of elements of maturity centred around the individual in relation to others, including expression and articulation in communication

### Confident

#### Collaborative

#### Connected

#### Empowered

Key elements of our philosophy embrace Manaakitanga, Ako, Wānanga, Whanaungatanga and Tangata Whenuatanga.

### Manaakitanga

To show respect, generosity and care for others

### Ako

To learn, study, instruct, teach, and advise

### Wānanga

To meet and discuss, deliberate, and consider

### Whanaungatanga

To develop strong relationships with high expectations

### Tangata Whenuatanga

To value the identity, language and culture of all learners and their whānau



# Our Staff

## 2022

Principal	Ben Ward-Smith
Deputy Principal	Richard Dodunski
Deputy Principal	Jolie Heyward



## Te Tipu

Te Tipu Suite	Kelsi Pratt	
	Janie Revell	
Te Tipu 9	Mike Young	
Rm 25	Kathy Lauridsen (Years 5/6)	Team Leader
Rm 10	Amanda Harris (Year 2)	

## Te Atawhai

Rm 1	Olivia Forbes (Years 3/4)	
Rm 2	Savjot Nijjar (Years 5/6)	
Rm 3	Kirsten Clark (Years 3/ 4)	
Rm 4	Anna Lewis (Year 2)	Team Leader
Rm 21	Jenna Barendsen-Vernooij (Year 1)	

## Te Mātauranga

Rm 5	Paige Roberts (Year 1)	
Rm 6	Lee McDonald/Sophie Penn (Years 3/4)	
Rm 12	Samantha Diffey (Years 3/4)	
Rm 13	Ainsley Seabrook (Years 5/6)	
Rm 14	Shaun Lewis (Years 5/6)	Team Leader
Rm 15	Shannon Foot (Years 3/4)	

## Te Manawanui

Rm 16	Sarah Payne (Year 2)	
Rm 17	Danielle McPherson (Years 1/2)	
Rm 18	Ronald Nolan (Years 3/4)	Team Leader
Rm 19	Isabelle Berry (Years 3/4)	
Rm 20	Kehsi Ramsay (Years 5/6)	

Classroom Release Teacher	Colleen Trembath, Kate Webb
ORS Teacher	Jayne Chapman
Resource Teacher: Literacy	Anne Humphrey
Reading Recovery	Kathryn Ward-Smith
Office Executive	Alicia Field
Property Manager	Rodney Jacobs
Officer Administrator	Laura Windle

Teacher Aides Julie Gregory, Lisa Kumeroa, Julie Lavender, Lyneece Wojcik, Carol Loveridge, Joanne Rose, Tania Patten, Tina Eastwood, Kirsty Rowe, Joy Drew, Kellie Baxter, Annalisa Thompson, Sarah Due, Kristina Burkert, Karen Gilmour, Stacey Botham, Kylee Scanlon

# General Information

## School Hours

8.30am	Grounds open to children
8.50am	School commences
10.30am	Morning recess
11.00am	School recommences
1.00pm	Lunch
1.40pm	School recommences
3.00pm	School finishes

Teachers are on duty from 8.30am each morning.

## Term Dates

Term 1:	2nd February - 14th April
Term 2:	2nd May - 8th July
Term 3:	25th July - 30th September
Term 4:	17th October - 16th December

## Our Board of Trustees (BoT)

The Board of Trustees is responsible for the governance of the school. Board of Trustees' meetings are usually held on the third and eighth Monday of each term. Parents and caregivers are invited to attend.

## Board of Trustees Contact Details

Chairperson	Allan McLean
Members	Laura Chee Josh Baxter Lucy Ritchie Lance Burch
Staff Rep	Ronald Nolan
Principal	Ben Ward-Smith
Minute Secretary	Jolie Heyward



### Monitoring of your Child's Progress

We monitor your child's progress in Reading, Language and Mathematics throughout the school.

### Special Learning Programmes

Within our school we are able to support students who are identified in our monitoring programme. These programmes include:

- Learning Needs Programmes: Small groups of children with similar needs are brought together for a specific purpose and time. These groups change to meet different needs. These programmes offer both extension and support.
- Support Teacher: Liaises with teachers and parents where a child needs special support. In these cases, a support group is usually formed to provide on-going special help and programming.
- Reading Recovery: One-to-one tuition in Reading at age 6.
- Resource Teacher of Literacy: One-to-one or very small group tuition to children failing in reading in the Senior school.
- Extension Programme: Provides an accelerated programme for children with special needs.
- Te Reo Maori: Time is allocated for every class to receive teaching in Te Reo Maori.
- Te Manawanui ki te Reo: Kaupapa Māori-based philosophy with a strong focus on integrating tikanga into an everyday english-medium learning curriculum. Parents opt for this opportunity.
- The Performing Arts: All students receive the opportunity to be part of our school choir and learn the ukulele and recorder.

### Student Behaviour

The behaviour of our students is of absolute importance to us. Our school operates robust procedures for managing student behaviour. Any undesirable behaviours will be dealt with in the best interests of the child and the greater school. Communication between school and parents will always be prompt and collaborative.

### Playground Activities

In addition to the three 'adventure' playgrounds, we have a range of lunch time activities run by teachers and senior students.

### SKIDS (Before and After School Care)

sKIDS Holiday/Before/After School Care based at Lytton Street School in the school hall is available to book at <https://enrolmy.com/skids-totally-tamariki-ltd>. sKIDS provide before school care from 6.30 am each morning providing breakfast and activities and after school care with afternoon tea and weekly theme-based activities daily, open until 6 pm each evening. We run exciting school holiday programmes with something different every day and awesome outings, open 7-6 each day in the holidays. Means tested Oscar subsidies are available. Working?, studying?, have a child on the CDA? Care could be free in the holidays, ask us how. Please contact 0277391986, [sonia@skids.co.nz](mailto:sonia@skids.co.nz) for information and enrolments or call in and see Maggie or Annie at the programme. sKIDS: Kids just love it!

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### Kick-Start-To-School Programme

A transition-to-school programme which involves a parent/caregiver attending the session with their child, once a week on Wednesday afternoons prior to a New Entrant beginning at Lytton Street School.

### Regular Reporting

Mid Term 1	Learning Conversations & Written Report
Mid-Year	Learning Conversations & Written Report
End of Year	Written Report

Other: 5 and 6 Year Old Assessment information, interviews can be requested at any time.

### Road Safety

Children's safety is of vital importance to us. Wardens are on duty at the following times:

Lytton Street	from 2.55pm to 3.10pm
North Street	from 2.55pm to 3.10pm

During these times the traffic wardens are supervised by a duty teacher.  
Please encourage your children to use these crossings.

### Health Facilities

If you require it, we can request assistance from the Public Health Nurse for your child. Vision and hearing tests are carried out at regular intervals and on request (call (06) 355 0743 for an appointment). A health sheet is filled out on your child's details at enrolment.

### Drink Bottles

Drink bottles are permitted in the classroom but we ask that they only contain water.

### Dental Facilities

The school no longer has an onsite Dental Clinic. If you would like urgent dental assistance, please contact the clinic before 3.45pm. The Dental Clinic is situated on Duke street. The phone number is (06) 323 6686.

### Swimming

Regular swimming lessons are taken for all classes, at the Makino Aquatic Complex. This is paid for by the Board of Trustees. All children must participate unless medically unfit. A note is required if your child is unable to take part in swimming.

### School Hats

Lytton Street School has a compulsory school hat which is available for purchase from the school office. The cost is \$10. Hats must be worn in Terms 1 and 4.

### Playground

Lytton Street School runs a Peer Mediation programme in the Playground. Our school is also committed to safe sun care. It is school policy that all students wear a Lytton Street School hat during Terms 1 and 4.



### **Newsletters**

A newsletter is emailed every Thursday, posted on the school website and facebook.

### **Stationery**

We sell stationery packs at the start of the school year. Eftpos / Credit card and online payment facilities are available. Stationery is also available from our office each day.

### **Healthy School Lunches**

Students learn best when they eat nutritious food. While we all enjoy the odd treat we encourage students to eat wholesome and nutritious food and drink water. We are pleased to be part of the healthy school lunches programme which provides each student access to a free nutritious lunch in school every day.

### **Enrolments**

Enrolments can be made at our school office or online. If your child is starting school for the first time, we require a birth certificate or passport to confirm your child's birthdate and name, and immunisation records/details. The Principal, or Deputy Principal, will meet you on your arrival.

### **Attendance**

We expect students to be at school every day. There are clearly times when this is not possible. Please contact the school if your child is going to be absent before 9am. Absences can be emailed - [office@lyttonstreet.school.nz](mailto:office@lyttonstreet.school.nz); phoned, or a message left. Our school has an Attendance Officer who will assist with any absence issues or concerns.

### **School Donations**

No school donations will be sought from parents.

### **Lost Property**

Lost property can be reclaimed from either the school office or the scooter shed. Please ensure that all clothing, footwear, drink bottles, lunch boxes, school bags and property is clearly named.

### **Education Outside the Classroom (EOTC)**

Throughout the year students are exposed to a range of learning opportunities outside the classroom. These experiences develop Key Competencies. The Board ensures that all activities comply fully with Ministry of Education guidelines for EOTC Safety.

### **Bus Transport**

Behaviour on the bus should be faultless. A roll of children travelling on the bus is checked each afternoon. Please notify us if your child is not travelling on the bus.



### **Internet and Electronic Communications**

We are an Information Technology enriched school with a clear and strong philosophy on the benefits of using Internet and Electronic Communications to improve student learning. Children have access to the internet during class using a range of devices. We do not believe students require cell phones as part of their everyday instruction, however, we realise that from time to time they may need to come to school as a safety measure for contacting parents. The board has clear responsible policy statements on Internet and Electronic Communications.

### **Bicycles**

All cyclists must wear a cycle helmet. Bikes and scooters can be parked in the stands or in the scooter shed.

### **School times**

Please make sure your child does not arrive at school before the supervised time of 8.30am. Children who arrive early will have to wait on the tennis courts and this may be unpleasant in winter.

### **Contact Details**

For emergency use, the school maintains files of all addresses and telephone numbers. Please let us know if you change any of these details.

### **Medication**

Please inform us if your child is on medication. If it is essential for your child to have medication at school, a permission form must be completed and arrangements made with the school office. We prefer medication to be stored in the sick bay rather than in a child's school bag.

### **Your support**

We are always extremely grateful to parents who are able to assist in a range of areas around the school (e.g. classroom activities, sports teams and transport). Please see your child's classroom teacher if you are willing to help.

### **Working Bees**

From time to time working bees are held to assist with our property projects. Assisting with these working bees benefits our school and also enables us to further develop the wonderful sense of community.

### **Policies & Complaints Procedure**

School policies are constantly being reviewed and updated. Policies can be viewed at the school office during office hours. In the event that you should have a concern/complaint there is a written procedure available at the office which is to be followed. A concern should be raised directly with the party concerned. If not resolved, the concern becomes a complaint and is formalised in writing and submitted to the Principal or Board of Trustees.



## Walker Learning

Lytton Street School is guided by Walker Learning practises. Walker Learning embraces developmentally appropriate strategies and the provision of resources which teachers use to draw upon children's own interests and experiences to make all learning meaningful and relevant. This approach was developed by Kathy Walker after decades of theory and research. It is based upon brain research, neuroscience, child development theory and the range of cultural and social influences from family and the wider environment.

Walker Learning places the child at the centre of the curriculum and teaching strategies; it ensures authentic personalised learning. Whilst a major element of Walker Learning is student engagement through the children's investigations and interests, it still requires formal, explicit teaching in literacy, numeracy and other curriculum areas. As an education academic Kathy Walker stresses the importance of ensuring a balanced curriculum of authentic student interests and engagement alongside teacher scaffolding, direction and explicit teaching. The inclusion of in-depth planning for the development of children alongside learning intentions is a major part of this curriculum and makes it unique amongst all curriculum designs in the primary years.

When implemented with integrity and rigour, Walker Learning results in:

- Higher levels of engagement and motivation
- Higher oral language skills
- Increased writing
- Increased social skills
- Decreased behavioural problems
- Greater level of personalised learning opportunities
- Improved problem solving and creative thinking
- Increased independence and interdependence





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