



A WELCOME TO OUR COMMUNITY

Kia ora, kia orana, Talofa Lava, Malo e lelei, Greetings to you all.

Welcome to Tokoroa Intermediate School. The intermediate years, typically spanning ages 10 to 13, represent a pivotal stage known as pubescence. This is a season of rapid growth and transformation—physically, emotionally, and intellectually. Our mission is to respond to these changes by providing a learning environment that recognises and celebrates the unique journey of every young person.

As a 'Mana' school, we are committed to upholding the dignity and well-being of every student. Our approach is grounded in Whare Tapa Whā, a holistic model that balances the physical (tinana), mental (hinengaro), spiritual (wairua), and social (whānau) aspects of life.

The Te Ara Mana Philosophy: MANA describes the people we are growing. Our guiding framework, Te Ara Mana, beautifully blends positive behavior support with student growth to define how we function and flourish in our school setting. We believe that true success is a cooperative journey; by unifying our hearts, minds, and efforts—Ko te Angitu i te Whakakotahi—we ensure every student reaches their full potential and feels a deep sense of belonging.

When our students move on from Tokoroa Intermediate, we expect them to carry a positive self-concept, show persistence and determination, and possess the social skills to interact successfully with our diverse community. This vision is the daily lived experience of our students as they grow into confident, motivated, and highly successful learners.

VISION STATEMENT: *Together with families and community, Tokoroa Intermediate School strives to develop students who are honest, respectful, motivated learners who can meet challenges, take responsibility, and contribute positively to our community.*

Nāku iti noa, nā,

Suzanne Mariassoucé

Principal

TOKOROA INTERMEDIATE SCHOOL

OUR VISION | Information for ākonga, staff and whānau

Together in Success

Ko te Angitu i te Whakakotahi

Strong in culture. Strong in learning. Strong in life.

Our vision describes what we want for every learner: a strong sense of belonging, success in learning and confidence for the future. It reflects the aspirations shared through our whānau survey. Together, we make this vision part of everyday school life.

Strong in culture

“I am proud of who I am, and I belong here.”

We value our identities, languages and heritage. We honour Māori as tangata whenua, our connection with Raukawa, and the Cook Islands Māori, New Zealand European and other cultures within our kura. We learn about ourselves and respect one another.

Strong in learning

“I can learn, make progress and grow.”

We build knowledge, skills and curiosity. We ask questions, work together, use feedback and celebrate progress. Learners have different strengths and support needs; everyone deserves high expectations, suitable support and opportunities to succeed.

Strong in life

“I can care for myself, others and my future.”

We develop confidence, independence, positive relationships and practical life skills. We make thoughtful choices, take on challenges and contribute to our community. Being strong does not mean being perfect or managing alone: asking for help is a strength.

We all have a part to play

Ākonga / students: Be curious, include others, take pride in your identity and ask for help.

Staff: Know each learner, teach clearly, provide support and model respectful relationships.

Whānau and community: Share your knowledge and aspirations, encourage learning and celebrate growth with us.

Our shared question: How are we helping every learner belong, learn and thrive?

SCHOOL INFORMATION SHEET

A quick-reference guide to our values, well-being framework, and learning pathways.

OUR PŌU TIKANGA: HOW WE LIVE

MANA

- **Pono (Honesty & Integrity) [Blue]:**

Acting with truthfulness and integrity under all circumstances. We are genuine and stand strong in our values.

- **Manaaki (Kindness & Care) [Green]:**

Showing hospitality, care, and actively including others. We make sure everyone feels respected and valued.

- **Tika (Doing What is Right) [Yellow]:**

Doing what is right, fair, and maintaining personal accountability. We take full responsibility for our actions.

- **Hōnore (Respect & Honour) [Red]:**

Upholding honor, displaying mutual respect, and honoring our school and community with deep pride.

WHARE TAPA WHĀ: HOLISTIC WELL-BEING

Our student well-being framework is built on Whare Tapa Whā, structured as a Marae Meeting House representing the connection of four vital pillars:

- **Taha Wairua (Spiritual):** The Roof & Ceiling. Sheltering identity, values, and beliefs.
- **Taha Tinana (Physical):** Supported by Ka Ora, Ka Ako lunches & Fruit in Schools.
- **Taha Hinengaro (Mental):** Supported by Te Ako Ora coaching & support.
- **Taha Whānau (Social/Family):** Supported by Whare teams

- **Foundation:** Rest on Mana & Dignity to uphold student self-worth.

HUARAHU SPECIALIST PATHWAYS

Our specialized Technology & Arts subjects help students discover their unique passions. Students experience six pathways over two years:

- **Food Technology:** Exploring nutrition, culinary skills, and healthy kai.
- **Hard Materials Technology:** Designing and practical crafting with wood and metals.
- **Digital Technologies:** Designing solutions with software, electronics, and coding.
- **Visual Arts & Music:** Encouraging creative, musical and artistic expressions.
- **Te Reo Māori:** Embedding authentic language, tikanga, and cultural safety.
- **Information Skills:** Research and inquiry skills to strengthen learning.

OUR STUDENT LEADERS

Fostering student leadership is a core focus. Our structure includes:

- **School Leaders:** 2 per whare (8 head student representatives).
- **Whare Leaders:** House captains leading school-wide assemblies and events.
- **Team Leaders:** Sports captains and Huarahi specialist pathways leads.
- **School Councillors:** Student voice representatives and peer mediators.

DAILY LIFE & DIGITAL LEARNING

- **School Rhythms:** Classes run daily from 8:50 AM to 2:50 PM. Rahina Hui (assembly) occurs on Monday mornings to set expectations, and fortnightly assemblies celebrate student achievements. Fresh fruit is supplied daily to all students alongside healthy school lunches (Ka Ora, Ka Ako).
- **Garden to Table:** We inspire students to grow, harvest, and share fresh kai as part of daily life, connecting with our school garden.
- **Digital Access & Chromebooks:** Chromebooks are provided for in-class learning. Bring Your Own Device (BYO) is highly welcome. A \$50 Digital Licence Fee applies (\$30 platform access, and a \$20 non-refundable bond for device care).

OUR SCHOOL TEAM & GOVERNANCE

The dedicated board, strategic leads, teachers, and support staff of our community.

SCHOOL BOARD OF TRUSTEES

Presiding Member: Mr Hamish Daine

Secretary: Silvia Clarke

Kaumātua: Mr Robert Wehipeihana

Staff Representative: Mrs Jeannette Beale

Principal: Mrs Suzanne Mariassoucé

Committee Members:

Ms Tracey Ramanui

Ms Toni Sinton

Ms Lynnda Misa-Tilivea

Mr David Wilson

Mr Doug Alsop

SENIOR TEAM & STRATEGIC LEADS

Principal: Mrs Suzanne Mariassoucé

Associate Principal: Mr Ron Creigh-Smith

Deputy Principal / SENCO: Mrs Jeannette Beale

Strategic Values Leads:

• **Manaaki Lead:** Ms Rachel Toy

• **Tika Lead:** Whaea Paerakau Maskell

• **Pono Lead:** Mrs Kirsty Puke

• **Hōnore Lead:** Ms Gennie McCloskey

Specialist Leaders:

• **Huarahi Lead:** Mrs Emma Martin (Strategic Pathways)

• **Cultural Lead:** Whaea Paerakau Maskell

• **GATE:** Mrs Kersty Stephenson

• **Sports:** Mrs Atapo Coxhead

• **Sports Coordinator:** Mrs Alison Hopson

KAIAKO & HUARAHĪ SPECIALISTS

Classroom Kaiako (Teachers):

• Miss Helen Awheto

• Mrs Alex Sanft

• Mr Noah Singe

• Mrs Chloe Pomare

• Mr Schalk Pienaar

• Mrs Haylee Waru

Huarahi Specialist Team:

• Food Technology: Mrs Kath Cortesi

• Art & Music: Mr Shane Tito

• Hard Materials: Mr Marko Olls

• Digital Technologies: Mrs Kersty Stephenson

• Te Reo Māori: Mr Cappy Te Kanawa

Library Services:

• Librarian: Mrs Kathleen Van der Putten

ADMINISTRATIVE TEAM

• **School Secretary:** Mrs Silvia Clarke

• **Finance Secretary:** Mrs Ozelle Loye

LEARNING & OPERATIONAL SUPPORT

• **Learning Support Coordinator:** Ms Daphne John

• **Caretaker:** Mr Jordan Cox

• **Canteen Manager:** Mrs Debbie Gurr

• **Kaiawhina:** Whaea Awhina Stewart

TEACHER AIDES (STUDENT SUPPORT)

• Ms Jess Cuff

• Mrs Kecyn Handcock

• Mrs Joyce Ross

• Miss Cherie Tuck-Hood

• Miss Tavier Letoa-Palea

• Ms Helen Millar

• Ms Makaia Riki-Te Kanawa

• Mr Cappy Te Kanawa

• Mr Here Tuhi

• Ms Maleina Nooroa

• Ms Alana Ramea

• Ms Kimai Ruru

• Mrs Leeann Ware

2027 SCHOOL TERMS & HOLIDAYS

Official term calendars, statutory holidays, and key parent reminders.

TERM ONE

- **STARTS:** Wed, 3 February
(Returning students @ 8:50 AM & new students @ 11:00 AM) (*Whakatau meets on basketball courts*)
- **ENDS:** Friday, 9 April 2027
- **HOLIDAYS:** Sat, 10 April to Mon, 26 April

TERM THREE

- **STARTS:** Monday, 19 July 2027
- **ENDS:** Friday, 24 September 2027
- **HOLIDAYS:** Sat, 25 September to Sun, 10 October

2027 PUBLIC HOLIDAYS

- **Waitangi Day (Observed):** Monday, 8 February
- **Good Friday:** Friday, 26 March
- **Easter Monday:** Monday, 29 March
- **Easter Tuesday (School Holiday):**
Tuesday, 30 March
- **ANZAC Day (Observed):** Monday, 26 April
- **King's Birthday:** Monday, 7 June
- **Matariki Holiday:** Friday, 25 June
- **Labour Day:** Monday, 25 October

TERM TWO

- **STARTS:** Tuesday, 27 April 2027
- **ENDS:** Friday, 2 July 2027
- **HOLIDAYS:** Sat, 3 July to Sun, 18 July

TERM FOUR

- **STARTS:** Monday, 11 October 2027
- **ENDS:** Thursday, 16 December 2027
- **SUMMER HOLIDAYS:** Begins Friday, 17 December

IMPORTANT DETAILS & REMINDERS

- **TEACHER ONLY DAYS:** Provision exists for staff professional development days. Dates will be advised in school newsletters and via Hero App.
- **PARENT ENQUIRIES:** Parents are warmly welcomed to contact the school office at any time to make appointments to discuss their child's progress or concerns.
- **ATTENDANCE MATTERS:** Regular high attendance is critical for steady student progress. Please report any absence before 8:50 AM.

Attendance Matters: Our Journey Together in Success

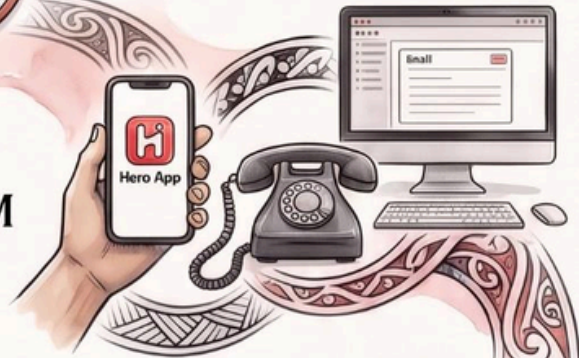
Kia ora, kia orana,
Talofa lava, Malo e lelei

Together in Success /
Ko Te Angitu I Te Whakakotahi



Start with Purpose & Manaakitanga Arrive with Purpose by 8:50 AM

Whānau must report absences by 8:50 AM via
Hero App, phone (07 886 7687), or email.



Manaakitanga: Our Daily Safety Check

If a student is absent, staff immediately
contact whānau to ensure holistic well-being
(Whare Tapa Whā).



Tika & Pono

Justified vs. Unjustified Absences

We act with Tika (doing right) and
Pono (honesty) when explaining
why students are away.

Acting with Tika & Pono

Justified (Tika)

Illness or Medical
Appointments

Family Bereavement
(Tangi)

Unjustified

Shopping or
Waking Up Late

Visiting Relatives or
Bad Weather



Restoring Mana



CULTURAL & SPORTING GUIDELINES

Co-curricular performing arts, physical education requirements, and fairplay codes.

1. CULTURAL HERITAGE & PERFORMING ARTS

- **Active Performing Groups:** The school boasts a very strong Choir, Kapa Haka, and Polynesian group.
- **Key Festivals:** Our groups participate actively in prestigious regional events including the South Waikato Culture Fest and the Waikato Intermediate Kapa Haka Festival.
- **Matariki & Community:** Special events and community celebrations are held annually to mark Matariki, alongside dynamic new activities introduced based on student interests.

2. PHYSICAL EDUCATION REQUIREMENTS

- **Compulsory Curriculum:** Physical Education and Sport are compulsory parts of the Health and Physical Well-Being curriculum, promoting active, healthy lifestyles.
- **Absence Notes:** A signed note from a parent/caregiver is required for short-term exemption. For any extended period, a formal doctor's certificate is required.
- **PE Uniform (Hygiene):** For health and hygiene reasons, students must change into their designated PE uniform for all PE and sports sessions (plain House t-shirt and plain black sports shorts).

3. SPORTING PROGRAMMES & COMPETITIONS

- **Lunchtime & Thursday Sports:** A variety of summer and winter sports are catered for during lunchtimes and our Thursday afternoon sports blocks.
- **Inter-Class Leagues:** Creates high levels of student interest, friendly competition, and school spirit during lunch hours.
- **Weekly Teams:** School teams participate weekly in local basketball, netball, soccer, and touch rugby competitions.
- **WIMS Tournament:** We take an active, proud role in the Waikato Intermediate Middle Schools (WIMS) sports days, regularly competing across 13 distinct sports next year.

4. THE FAIR PLAY CHARTER

- **Our Non-Negotiable Standard:** Sportsmanship is seen as an integral and compulsory part of all sports the students are involved in.
- **Fair Play Charter:** We formally embrace the national 'Fair Play Charter' Code of Conduct. This holds all ākonga (students), coaches, and supporters to the highest standards of respect, positive sideline behavior, integrity, and absolute sportsmanship.

SCHOOL UNIFORM & GROOMING STANDARDS

Approved schoolwear, physical education uniform, and personal grooming standards.

DAILY COMPULSORY UNIFORM

- **Polo Shirts:** Choice of two official school monogrammed polo shirts.
- **Bottoms:** Choice of dark grey skorts, skirts, school-approved black cargo shorts or official black trousers available through the uniform supplier.
- **Footwear:** Plain black sandals with an ankle strap (no socks allowed), or plain black lace-up shoes (no track shoes/high tops) worn with plain black socks or thick winter tights.
- **Headwear:** Monogrammed school black bucket hat in summer

COMPULSORY PE & SPORTS GEAR

- **Compulsory Kit:** Plain t-shirt in designated House colours (Red, Blue, Yellow, or Green) and plain black sports shorts
- **Warm Layer:** School-approved black monogrammed sweatshirt
- **Hygiene Mandate:** All students are strictly required to change into PE gear for physical education classes

OUTERWEAR & OPTIONAL ITEMS

- **Jackets:** Plain black or black/red monogrammed softshell jacket with school logo
- **Pants:** Plain black school track pants
- **Headwear:** Monogrammed school beanie
- **Policy:** Tracksuits and outside jackets are approved for outdoor wear only

GROOMING, HAIR & JEWELLERY STANDARDS

- **Hair Colour:** Must be of the student's natural colour only. Long hair must be tied up securely at all times (compulsory during Huarahi specialist classes for safety).
- **Jewellery:** Limited to a wristwatch, single signet ring, and family taonga, with a maximum of 2 plain ear studs.
- **Strictly Prohibited:** Nose piercings, other facial piercings, Crocs, non-regulation sweatshirts, and any graffiti/writing on uniforms are strictly forbidden on school grounds.

PURCHASING, SIZING & CARE GUIDELINES

- **Supplier:** Ordered online via NZ Uniforms at <https://tokoroa.nzuniforms.com/>.
- **Sizing Support:** A physical sizing sample rack is available at the school office. Please call to arrange a time.
- **Property Naming:** All clothing items should be clearly and permanently named to prevent loss.

SCHOOL FEES & FINANCIAL INFORMATION

Course material fees, digital licensing details and automatic payment protocols.

We strive to keep our course material and digital costs as low as possible for our families. Some parents and caregivers find that paying fees, stationery, or school uniform costs by automatic payment through their bank spread over several months is the most convenient method. We highly support and encourage this option.

Our uniform supplier also offers finance options. Please see flyer enclosed.

Fee Category	Amount	Description
Technology & Arts Fee	\$40.00	Covers materials and workpieces that students create and take home from Huarahi specialist rooms.
Digital Licence Fee	\$50.00	Includes \$30 for learning platforms access and a \$20 non-refundable bond for the use of school Chromebooks.

ASB BANK DEPOSIT DETAILS

The following bank details are required by your bank to commence an automatic payment into the school account:

- **Bank Name:** ASB Bank
- **Account Name:** Tokoroa Intermediate School Deposit Account
- **Account Number:** 12-3268-0009421-01
- **Reference:** Please use your child's full name as the reference so it appears on our statements.

Note: An up-to-date financial statement of your automatic payment is available at any time from the Accounts Secretary at the school office.

For any questions regarding school fees, automatic payments, or financial support, please feel free to contact **Mrs Ozelle Loye** (Finance Secretary) at the school office or email accounts@tokoroa.school.nz.