

STUDENT ORIENTATION 2022

INSPIRE 2022



NAYLAND COLLEGE
TE KĀRETI O NEIRĀNA



Welcome

Dear Students

Kia ora koutou

Thank you for making Nayland College the next step in your education. We are looking forward to showing you the many opportunities that Nayland has to offer.

As students, you are at the heart of our community, motivating our passionate and committed teachers and staff to help you to achieve to the highest level. We are proud of our achievements as a school and we look forward to joining you on your journey over the coming years.

This orientation book is all about helping you to find your way around the school and discovering more about our history and values in the process. Nayland College has now been part of the Nelson community for over 50 years, and we are excited about another cohort of students joining the exciting history of this organisation. Our students leave us as strong, confident, independent learners who have control over their own futures. We want the very best for you over the coming years so please don't hesitate to ask questions and find out as much information as possible.

Once again, welcome to the Nayland College community.

Yours sincerely

Daniel Wilson
Principal



*Ma te huruhuru, Ka rere te manu
Adorn the bird with feathers so it can fly*

The Nayland College Kuaka (Godwit).

The Kuaka fly non-stop for 11,500kms from New Zealand to Alaska in a matter of days. Their resilience, persistence and local connection provide a rich metaphor for the values we aspire to at Nayland College.



Success
Oppportunity
Ako *(Learning Together)*
Respect

Vision Mission Values

Values/Beliefs

Success

Learners who aim for personal excellence

Opportunity

Learners who take every opportunity to reach their goals

Ako

Learners who are engaged, collaborative and curious

Respect

Learners who show manaaki (respect and concern for learning, for others, for themselves and for the environment) and whanaungatanga (connection and belonging)



Vision: *Inspiring People*

Inspiring learning

Personalised learning, powerful community partnerships and authentic, innovative learning opportunities that stimulate deep thinking and inquiry.

Inspiring learners

Connected, engaged and resilient learners who have purpose and belief and are confident, adaptable contributors in a rapidly changing world.

Our Mission

Nayland College will partner with the community to provide a relevant and challenging co-education that engages students, fosters achievement, promotes enterprise and helps them prepare for the personal challenges ahead. We want our students to be responsible and considerate - effectively connected, resilient young people who know their strengths, feel valued and are determined to succeed in a rapidly changing world.

Traditional school motto:
Loyalty and Honour

The sailing ship
represents
discovery



The model of the
atom represents
research, a reference
to Lord Rutherford's
work

The pine cone
references forestry
and the importance
of this industry in
New Zealand

The migratory
kuaka represents
dispersal of students
throughout the
world

The Nayland College crest was designed by M.R. Smith.

Tutor classes



Tutor classes are grouped horizontally for Year 9 – 11 students and vertically for Year 12 – 13. Year 9 tutor classes will have a number of Year 13 Peer Mentors associated with each class. Their role is to provide an extra layer of support between students and their House Tutor.

Pūaha Te Tai

Pūaha Te Tai is our whānau tutor class. Any Year 9-13 student can elect to be a part of Pūaha Te Tai. In addition to usual tutor class activities, Pūaha Te Tai has a tikanga Māori focus. Students must commit to uphold cultural values and support kaupapa Māori events. Participation in kapa haka is strongly encouraged. There are five House Tutors attached to Pūaha Te Tai and students are allocated to each of the five houses.

Tutor Time (Check and Connect)

You will meet with your House Tutor and tutor class four times each week. Both junior and senior tutor classes are assigned to one of the five houses.

House Tutors have the following responsibilities for students:

- Check attendance
- Read daily notices
- Pass on messages from House Leaders
- Follow up on absences
- Provide academic mentoring and support

Students have the following responsibilities to House Tutors:

- To be punctual to tutor class
- To be attentive during daily notices
- To bring a note from home if you have been absent
- To ask any questions if you are unsure
- Engage in discussion around their overall learning

Puna Ako

Puna Ako means the 'Learning Spring'. Puna Ako is timetabled for one period per week and is delivered by the tutor teacher. There are a range of aims of the Puna Ako programme:

- To build whanaungatanga, or connection and belonging, to the school community
- To develop study skills and agency over students' own learning
- To set goals and track and monitor academic progress
- To foster hauora and empower students to look after their own well-being
- To engage in meaningful school or community projects

House Assemblies

House assemblies are held in the hall on a rotating basis during tutor time. Daily notices will remind you when your assembly is on.

Nayland College Houses



When entering Nayland College you are allocated to a house group. This house becomes your 'school within a school' over the time you spend at College.

As well as providing pastoral structure for the school, houses are an opportunity to participate in fun, team building and leadership events. A key focal point is the house day in February involving all students in a whole day of activities.

Throughout the year, students in each house can gain house points for participation in house activities as well as by earning Hua tickets for demonstrating the SOAR value.

House Leaders

Alongside your House Tutor you will also have a House Leader (HL) and an Associate House Leader (AHL) who will oversee overall academic and pastoral support. House Leaders should be contacted in the case of extended absence, concerns around well-being or if you need to let us know about notable personal circumstances.

The houses are:



AQUILIA
(The Eagle)

SLT: Hannah Banks
HL: Rachael Purdie
AHL: Alana Wall



CYGNUS
(The Swan)

SLT: Gavin Millar
HL: Anna King
AHL: Beth Cuizon



DRACO
(The Dragon)

SLT: Rowan Taigel
HL: Stacey Gundry
AHL: Duncan McKinlay



PEGASUS
(The Winged Horse)

SLT: Trevor Olley
HL: David Munro
AHL: Missy Seymour



PHOENIX
(The Phoenix)

SLT: Bruno Watkins
HL: Sam Maitland
AHL: Amanda Kirkham



'By the students, for the students'

The houses at Nayland College have been named after some of the celestial constellations that can be seen in the night sky of the Southern Hemisphere. Naming our houses after these constellations reflects our desire for students to reach for the stars.

House Leaders, Associate House Leaders and House Tutors 2022

House	Teacher Code	Tutor Class Name	Teacher Name	Room
Aquila	TCT	9A1	Tara Clement	16
	BCD	9A2	Ben Crawford	19
	BGS	10A1	Brennan Geddes	MC2
Hannah Banks (SLT)	KNS	10A2	Karl Nicholls	F6
	APD	10A3	Anna Playford	15
	LGN	11A1	Lisa Ganassin	AR3
Rachael Purdie (HL)	MKG	11A2	Murray King	BSR
	JIS	SA1	Jason Innes	HOS2
Alana Wall (AHL)	RGN	SA2	Ross Gerritsen	MU1
	RML	SA3	Russell Maxwell	TEC1
House	Teacher Code	Tutor Class Name	Teacher Name	Room
Cygnus	MJY	9C1	Meagan Jeffrey	20
	RQE	9C2	Rachael Queree	28
	LPE	10C1	Lauren Prestidge	MC4
Gavin Millar (SLT)	SPL	10C2	Simon Patel	L2B
	GBL	10C3	Graeme Bloomfield	L4B
	SHK	11C1	Stacey Holbrook	22
Anna King (HL)	DKE	11C2	Dennis Kale	MC6
	SMS	11C3	Steve Malthus	12
Beth Cuizon (AHL)	HJS	SC1	Henry Jones	GR1
	JPE	SC2	Jana Polglase	17

House Tutors, Deans and Heads of Houses 2022

House	Teacher Code	Tutor Class Name	Teacher Name	Room
Draco Rowan Taigel (SLT) Stacey Gundry (HL) Duncan McKinlay (AHL)	GLE	9D1	Georgina Lee	26
	TMD	9D2	Tami Mansfield	MC5
	ANF	9D3	Andrew Nyhoff	L2A
	NHT	10D1	Nicole Hecht	F4
	EWE	10D2	Emma White	F5
	ABT	11D1	Amelia Bright	24
	CGR	11D2	Courtney Gravett	4
	GBD	SD1	Gaye Bloomfield	PSY
	CFN	SD2	Colin Frewin	AR2
	TRN	SD3	Tania Radman	AR1
House	Teacher Code	Tutor Class Name	Teacher Name	Room
Pegasus Trevor Olley (SLT) David Munro (HL) Missy Seymour (AHL)	THY	9P1	Trudy Harvey	F3
	ZWR	9P2	Zoe Walker	GT2
	MGT	9P4	Melody Grant	13
	MAY	10P1	Michelle Ainley	18
	RDN	10P2	Ruth Dixon	F1
	DSN	10P3	Debbie Swainston	10
	CVR	11P1	Corrin Vedder	MC1
	AWK	11P2	Andy Walker	MU2
	JWR	11P3	John Walker	14
	JCI	SP1	John Cubanski	L4A
	DML	SP2	Diana Maskill	AR4
	KFN	SP3	Katherine Ferguson	F2
	tbc	LSCP		LC1
	House	Teacher Code	Tutor Class Name	Teacher Name
Phoenix Bruno Watkins (SLT) Sam Maitland (HL) Amanda Kirkham (AHL)	JCN	9X1	Jolene Cotton	GT1
	CSN	9X2	Carl Sheehan	L1A
	LMK	10X1	Lauren Mekalick	MC3
	AWI	10X2	Annie Watson-Kidd	L1B
	GCE	10X3	Glenn Cheyne	INT
	HMN	11X1	Hamish McLellan	11
	AWA	11X2	Amanda Walker	25
	ENN	11X3	Eloise Nevin	TEC2
	MNS	SX1	Michaela Nicholas	HOS1
	DRN	SX2	Damian Roughan	TEX
	KME	SX3	Kay Mackenzie	29
	All	NLM, MPY,DNL, CNE	Pūaha Te Tai	Nigel Lineham, Matthew Penney, Dayarnn Nowell, Chanel Ngaruhe
	KLN	11OED	Kristel Leijten	20A

Teaching staff codes 2022



Senior leadership team

Principal	DWN	Daniel Wilson
Associate Principal	HBS	Hannah Banks
Deputy Principal	TOY	Trevor Olley
Deputy Principal	RTL	Rowan Taigel
Assistant Principal	GMR	Gavin Millar
Assistant Principal	BWA	Bruno Watkins

ABT	Amelia Bright	DSN	Debbie Swainston	MJY	Meagan Jeffrey
ACN	Adam Crichton	ENN	Eloise Nevin	MKG	Murray King
AKG	Anna King	EWE	Emma White	MNS	Michaela Nicholas
AKM	Amanda Kirkham	GBD	Gaye Bloomfield	MPY	Matt Penney
ANF	Andrew Nyhoff	GBL	Graeme Bloomfield	MRN	Matt Robinson
APD	Anna Playford	GCE	Glenn Cheyne	MSR	Missy Seymour
ARI	Andrew Ricciardi	GLE	Georgina Lee	MST	Morgan Stuart
AST	Alice Scott	GSD	Geri Sheppard	NGO	Nathan Gargiulo
AWA	Amanda Walker	HJS	Henry Jones	NHT	Nicole Hecht
AWI	Annie Watson-Kidd	HMN	Hamish McLellan	NLM	Nigel Lineham
AWK	Andy Walker	JCI	John Cubanski	NPE	Nick Prebble
AWL	Alana Wall	JCN	Jolene Cotton	RDN	Ruth Dixon
AWN	Amanda Wharton	JDG	Jacqueline de Jong	RGN	Ross Gerritsen
AWT	Abbe West	JIS	Jason Innes	RIK	Robert Ikink
AWY	Alison Westerby	JMN	Julia Martin	RML	Russell Maxwell
BCD	Ben Crawford	JPE	Jana Polglase	RPE	Rachael Purdie
BCN	Beth Cuizon	JRI	Julie Raharuhi	RQE	Rachael Queree
BGS	Brennan Geddes	JSE	Josie Savage	SFD	Sue Ford
CGR	Courtney Gravett	JVE	John Valentine	SGY	Stacey Gundry
CGT	Colin Gravett	JWR	John Walker	SHH	Shellee Hall
CFN	Colin Frewin	KFN	Katherine Ferguson	SHK	Stacey Holbrook
CNE	Chanel Ngaruhe	KLN	Kristel Leijten	SJS	Sally Josenhans
CLR	Cushla Laufkotter	KME	Kay Mackenzie	SMD	Sam Maitland
CSN	Carl Sheehan	KNS	Karl Nicholls	SMS	Steve Malthus
CVR	Corrin Vedder	KRN	Kevin Roughton	SPL	Simon Patel
CWD	Catharine Wood	KSD	Kathy Sherwood	TCT	Tara Clement
DKE	Dennis Kale	LGN	Lisa Ganassin	THY	Trudy Harvey
DML	Diana Maskill	LMK	Lauren Mekalick	TMD	Tami Mansfield
DMO	David Munro	LML	Linda McDougall	TRN	Tania Radman
DNL	Dayarn Nowell	LPE	Lauren Prestidge	TWN	Tristan Wharton
DMY	Duncan McKinlay	MAY	Michelle Ainley	VDN	Verity Davidson
DRN	Damian Roughan	MGT	Melody Grant	ZWR	Zoe Walker



Attendance at Nayland College

Nayland College recognizes its responsibility to take all reasonable steps to ensure that students enrolled at school attend school whenever it is open. Non-attendance will be investigated, recorded and assessed and parents/caregivers kept informed

- Every class / lesson / group you attend will have a roll taken, and your attendance, and punctuality (whether you were late or on time) will be recorded.
- If you have a pattern of non-attendance or lateness that is affecting your learning, this will be recorded on your pastoral record and followed up through your tutor / House Leader.
- The School will endeavour to contact parents / caregivers on the same day via text message in cases of unexplained absence. Please contact the school if you are going to be absent: Email: away@nayland.school.nz Phone: (03) 547 9769 (option 1).
- The Attendance Officer will attempt to make parental contact for all students who have been absent for three or more days. Contact will be made sooner if possible.
- Ongoing absenteeism will be identified and followed up by the House Leaders, who may call upon the help of the Student Support Team, Senior Leadership Team member or outside agencies, such as the Police Prevention Team, to follow up on long term absences.
- Tutor teachers closely monitor the attendance of students in their classes. Truancy (wagging / skipping classes) is unacceptable, and will be followed up initially by the tutor teacher, and from there assessed by House Leaders, Deputy Principal and the Student Support Team.
- Serious / ongoing or multiple instances of truancy which do not improve with support from House Leaders / SLT or other school intervention support may be referred to Ōranga Tamariki under Section 19 Children and Young Persons Act.

Ko wai tātou – this is us

We recognise that, for many students, the transition from intermediate school to college can be daunting. Ko Wai Tātou is our Term One module for all Year 9 students at Nayland College.

The key focus for the term is on getting to know each other, adapting to college life and building foundational skills for college learning. We want our Year 9 students to quickly feel connected to the school, that they belong and will be supported to succeed.

Learning occurs within each subject but the emphasis is on developing college level learning skills for that subject area. Ko Wai Tātou includes introducing students to our Microsoft 365 computer applications and developing IT skills to support learning. We also explore our SOAR values of Success, Opportunity, Ako and Respect. We take a place responsive approach in Ko Wai Tātou and students may explore aspects of local regional stories, places and contexts. We also think about how Nayland College has developed through its 50 year history and how we live our SOAR values at school each day.

Completion of the Ko Wai Tātou module is celebrated with a powhiri (welcoming ceremony) at Whakatū Marae and wero (challenge) at Founders Park towards the end of term one.

Peer support programme

WHY

This programme has been introduced to support the transition of our students into secondary school. It recognises that students beginning high school need a safe and supportive environment in which to develop the skills to look after themselves and each other.

The programme also gives senior students the opportunity to take on a leadership role by being a positive role model in their support of junior students.

WHO

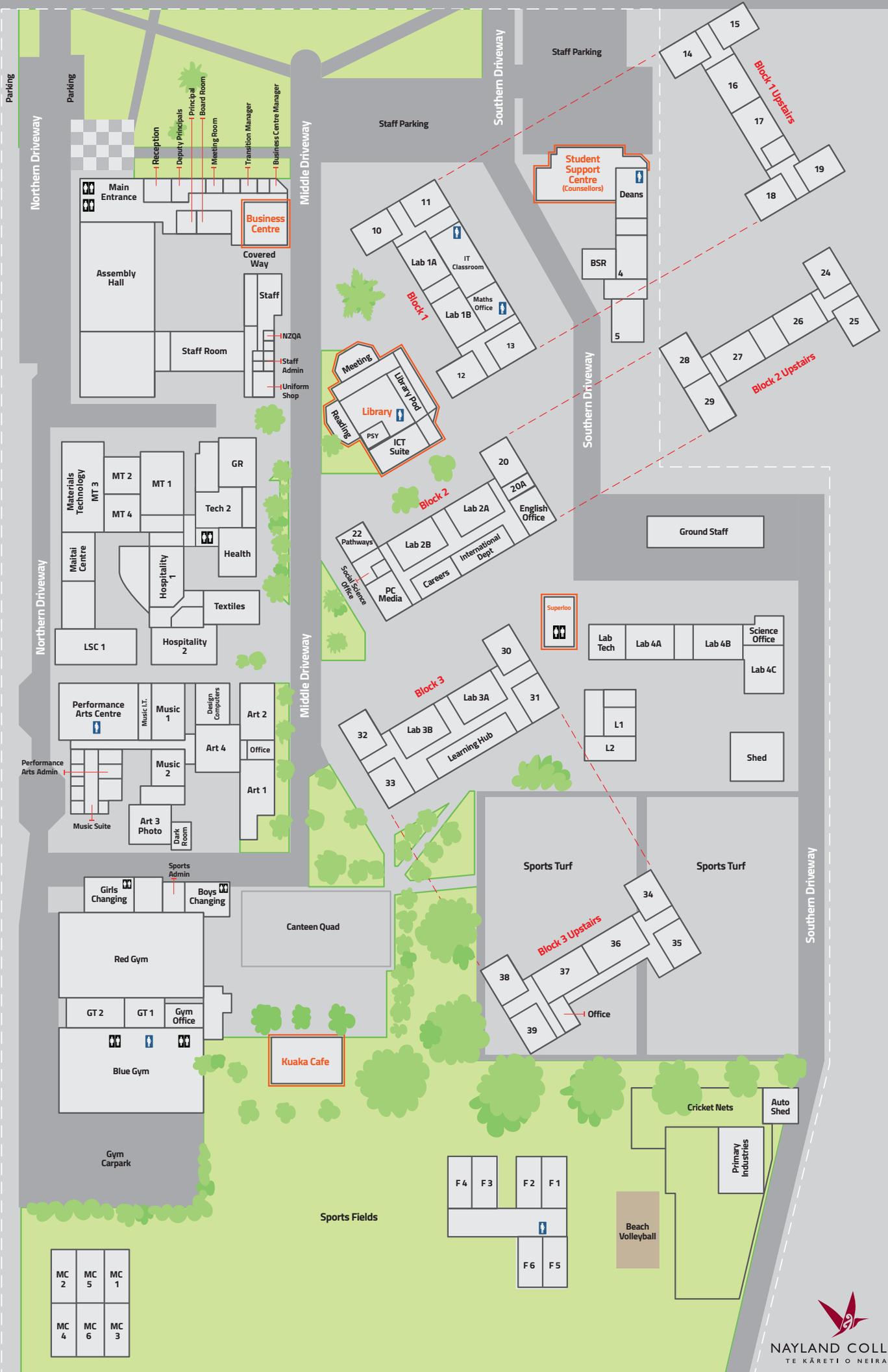
Year 13 students who have volunteered for this role will go through a series of training sessions and will then be allocated to Year 9 tutor classes and eventually Year 10 tutor classes.

HOW

The Peer Support Programme provides a structured introduction for new entrants to secondary school. Contact with our senior role models will help students to develop self-confidence, resiliency and the ability to relate well to others. The programme is administered in New Zealand by a not-for-profit trust established by Rotary International. The Trust is registered with the Charities Commission.



Nayland College Map 2022



Student timetable 2022



	Line 7 8:00-8:50	Line 7 8:00-8:50		
Monday Staff Briefing 8.25am	Tuesday	Wednesday	Thursday Staff PLD 8:30 - 9:20	Friday Staff Briefing 8.25am
Period 1 8:50 - 10:05	Period 1 8:50 - 10:05	Period 1 8:50 - 10:05	Period 1 9:30 - 10:45	Period 1 8:50 - 10:05
Tutor/Assembly 10:05 - 10:25	Tutor/Assembly 10:05 - 10:25	Tutor/Assembly 10:05 - 10:25		Tutor/Assembly 10:05 - 10:25
Interval 10:25 - 10:50	Interval 10:25 - 10:50	Interval 10:25 - 10:50	Interval 10:45 - 11:10	Interval 10:25 - 10:50
Period 2 10:50 - 12:05	Period 2 10:50 - 12:05	Period 2 10:50 - 12:05	Period 2: Puna Ako 11:10 - 12:05	Period 2 10:50 - 12:05
Period 3 12:05 - 1:20	Period 3 12:05 - 1:20			
Lunch 1:20 - 2:00	Lunch 1:20 - 2:00	Lunch 1:20 - 2:00	Lunch 1:20 - 2:00	Lunch 1:20 - 2:00
Period 4 2:00 - 3:15	Period 4 (Line 7) 2:00 - 3:15			
			Line 7 3:15 - 4:05	

How to read your timetable

Time	Week	Day	Class	Teacher	Classroom
16217	Year 9	Monday	Interval		
4	10	Monday	Period 3	ATN	11:35
formtime	FORM		Period 4	HCN	11:35
period 1	9PEH		Lunch		
period 2	9MUS				
interval					
period 3	9ENG				
period 4	9SOC				
lunch					
period 5	9EUR				
Wednesday			9MAT		
Teacher	Year Level Dean / Tutor		Management		

Class Start Time

Teacher Code

Classroom Number

Year level and subject code

*Assemblies

House assemblies take place during tutor time on a rotation. Your House Tutor will let you know when your and daily notices will remind you.

Note: For junior students we run a two week rotating timetable.

SOAR – our positive behaviour system



Success	Opportunity	Ako	Respect
Learners who aim for personal excellence	Learners who take every opportunity to reach their goals	Learners who are engaged, innovative, collaborative and curious	Learners who show manaaki (respect and concern for learning, for others, for themselves and for the environment) and whanaungatanga (connection and belonging)

For Broadgreen students SOAR is an extension of the STAR programme:

Safe	Together	Achieving	Respectful
Use common sense	Be cooperative with a positive attitude	Work hard – complete your goals	Treat others the way you would like to be treated
Follow the rules	Take pride in your uniform – we are a team	Be the best you can be	Use manners and be polite
Look after ourselves and use equipment properly			





Reward System

Each term staff will give out HUA tickets for the focus value of the term (Success, Opportunity, Ako or Respect). Tickets can be awarded during tutor class, class time, assembly, break, during arrival or departure from the school grounds and on school trips.

If you are awarded a ticket:

1. Hand your ticket in at the Student Support Centre
2. The office staff will update your reward points on our management system



The value of a HUA ticket

Intrinsic Value

The value of being recognised for doing the right thing!

House Point Value

Each ticket is worth 1 house point. The total house points will be regularly announced during assemblies. There will be a visual display of house points in the Student Support Centre.

HUA Rewards

HUA tickets may be entered into a draw to receive a prize in assembly at the end of each term. Bronze, Silver and Gold SOAR Badges are awarded to students who consistently demonstrate the SOAR values.

Use of digital devices

Mobile phones are to be switched off and away during school lessons.

Exceptions can be made if students **ask the teacher's permission** to use their phone for a learning purpose or the **teacher explicitly states** that phones are allowed during an activity.

Demerit Points

Students who do not consistently follow the school behavior expectations are tracked via the demerit point system:

Demerit points	Action required
10	Student meets with House Leader who contacts home (letter/call/meeting)
20	Family meeting with House Leader, possible guidance/RTLB referral, period by period report
30	Deputy Principal meeting with family, possible SLT period by period report
40	Referred to Principal for warning, Principal contacts home
50	Stand down for continual disobedience/defiance
60	Board of Trustees pre-suspension hearing
70	Suspension pending full Board hearing

Important questions

What do I do if I'm sick and I can't come to school?

It is expected that parents/caregivers will advise the school by phone before 9am. An answer phone is left on to take these messages so it doesn't matter how early you phone.

The school phone number is 5479769 – select option 1.

Alternatively you can email away@nayland.school.nz

What do I do if I have an appointment during school hours?

A note from your parent or caregiver needs to be shown to your House Tutor and the Student Support Centre. This is used to 'sign out' at the Student Support Centre. Students must also 'sign in' on return to school after their absence. This is a safety requirement in relation to emergency situations (e.g. earthquake or fire) so that we can be sure exactly who is in the school.

What do I do if I'm feeling sick at school or have an accident?

If in class, discuss the situation with your teacher. They will probably send you to the Student Support Centre. No student may go home sick unless the Student Support Centre has contacted your caregiver and a formal arrangement has been made.

What if I'm late for school?

You must sign in at the Student Support Centre. If this happens regularly without a reasonable explanation, home will be contacted and detentions may be issued.

When is the Kuaka Cafe open?

The Cafe is open at interval and lunchtimes. It is not open before school, after school or in between classes (except for Year 13 students who may use the Cafe when they have a free lesson).

What do I do if I have lost something?

Students should have ALL their gear named. It is the responsibility of the student to look after their own gear. DO NOT BRING VALUABLE ITEMS TO SCHOOL. If something is missing, firstly, explain to your current teacher what has happened, retrace your steps to the last time you remember having the item and ask people along the way if anyone has seen it. If this is unsuccessful, go to the Student Support Centre and ask if it has been handed in. You should check at the Student Support Centre over the next few days as someone may have found the item and handed it in later in the day.

If you believe that your item has been stolen, still follow the process above. If an item has been stolen, it is important to see a Deputy Principal as soon as possible.

When is the library open?

Monday - Friday: 8:30 am - 3:30 pm

Is there a telephone I can use?

There is a telephone in the Student Support Centre which may be used in emergencies.

Where can I buy stationery?

Students are expected to purchase their stationery at local shops or pre-packaged stationery can be purchased either online or in-store at one of our recommended suppliers.

Please see our website for more information: www.nayland.school.nz/high-school-life/stationery

Are we allowed in classrooms during interval and lunch?

In certain circumstances. Please talk to the teacher concerned.

What happens if it is wet at lunchtime?

You will be able to eat lunch in your tutor room or if this is a specialist room, then in another designated room. Classrooms are expected to be kept clean and you must put all rubbish in the bin. You must not eat your lunch, sit or socialise in the corridors or stair wells.

Which bike stands can I use?

Students may use any of the stands available. Bikes must be locked, along with helmets unless you wish to store your helmet in your locker.

What are the rules around cell phones?

Cellphones must be switched off and put away when students enter the classroom. The teacher will indicate if phones may be used for learning.

Who do I see if I am not happy?

Talk to your House Tutor or House Leader, or make an appointment to see a guidance counsellor (located in the Counselling Cottage at the Student Support Centre).

Getting involved



There are many opportunities to get involved at Nayland College. The following lists some of the activities on offer:

Adventure Racing	Mr Crichton
Athletics	Mr Kale
augMENTed (Boys Choir)	Mrs Ferguson Brill
Badminton	Mr Crichton
Basketball	Mr Crichton
Chamber Music Groups	Miss Mackenzie
Chess	Ms Vedder
Christian Group	Mr Roughan
Concert Band	Miss Mackenzie
Cricket	Mr Crichton
Cross-Country	Mr Crichton
Cycling	Mr Crichton
Dance Company	Ms Polglase
Debating	Mrs Bloomfield
Drama Company	Ms Davidson
Football	Mr Crichton
Golf	Mr Crichton
Hockey	Mr Crichton
Jazz Band	Mr Walker
Journalism Club	Ms Taigel
Mixed Choir (NayCol Chorale)	Mrs Ferguson Brill
Mountain Biking	Mr Crichton
Multisport	Mr Patel
Musical Production	Miss Mackenzie/Ms Davidson
Netball	Mr Crichton
Orchestra	Mrs Ferguson Brill
Orienteering	Mr Crichton
Pasifika Neirana	Mr Watkins
PRIDE	Mr Robinson
Rockquest	Miss Mackenzie
Rugby	Mr Crichton
Sailing	Mr Maitland
Shakespeare	Ms Davidson

Snow Sports	Mr Crichton
Softball	Mr Crichton
Sotto Voce (Girls Choir)	Ms Dee
String Ensemble	Mrs Ferguson Brill
Tennis	Mr Crichton
Theatre Sports	Ms Davidson
Touch Rugby	Mr Crichton
Triathlon	Mr Crichton
Tautinei (formerly NEST – Nayland Environmental Sustainability Team)	Mr Robinson
Ultimate Frisbee	Mr Cubanski
Volleyball	Mr Crichton
Waka Ama	Ms de Jong

For more information about sports or performance arts please contact Mr Crichton (Director of Sport) in the Sports Office next to the Red Gym or Jules Ferguson Brill (Performance Arts Administrator) in the Performance Arts Office next to the Performance Arts Centre.

List below some of the activities you may wish to become involved in and who you will need to see for more information.

ACTIVITY	WHO TO SEE

Getting started on our ICT network

To get started on the school network, you will need your login and password. These will be provided to you on your first day, along with some additional information, by your House Tutor.

Please keep them secret as you are responsible for activity on your account. If you happen to forget your login information, check with your teacher or at the Student Support Centre.

Office 365

Nayland College is a Microsoft School. To access your account online, visit portal.office.com or login through the school website (www.nayland.school.nz). From here you will have access to online versions of Word, PowerPoint, etc. and a whole host of other tools either from the main screen or the waffle in the top left corner.

As a Microsoft school, you can also install Microsoft Office on to your own personal devices. Just click the 'Install Office' button in the top right corner.

Wireless Network

Nayland College runs a robust Wi-Fi system to enable internet access for student-owned devices throughout the school. Your House Tutor will provide you with more details on your first day.

Printing

Printing instructions are posted in all computer labs around the school for both printing from school devices and from student-owned devices. Printing in computer suites can also be done directly to the printer available in that area.

School email

School information and emails from staff will be sent regularly to your school

email account. Please ensure you check your school Outlook email every day, either via a browser or by downloading Outlook onto your personal device.

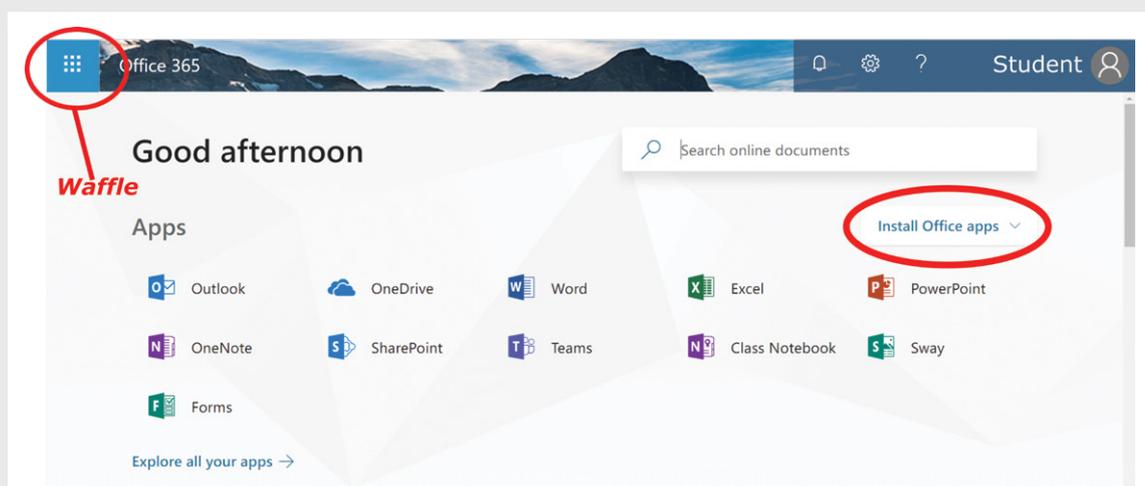
OneDrive

We recommend saving all of your school work to OneDrive. Anything left on any of the school computers will be lost at the next restart. Again, instructions are posted in the computer labs around the school.

When you are finished with any of the school computers, please remember to reboot or shutdown.

Support

Should you have any computer issues that your teacher is unable to solve, kindly ask your teacher to submit a support ticket for you.



Year 9 and 10 school uniform

The Nayland College uniform is designed to offer a range and choice of items that may be worn in any combination



Uniform items

- Regulation maroon junior polo shirt
- Regulation black shorts
- Regulation black long pants
- Regulation black skirt (at a reasonable length)
- Regulation charcoal/maroon jersey
- Regulation charcoal/maroon cardigan
- Nayland College windbreaker jacket
- Nayland College hoodie
- Plain black long-sleeved jacket (no branding or subtle branding only) for additional warmth (outside only)
- Plain black long-sleeved undershirt (polyprop, merino or cotton)
- Plain black below-ankle or Converse-type shoes **high heels, large logos or shapes (e.g. old skool vans), white shoe-laces and scuffs are not acceptable.*
- Plain black below-ankle sandals
- Plain black socks
- Plain black tights (with feet) may be worn with the skirt

- Plain black or Nayland College cap (outside only)
- Plain black or Nayland College scarf
- Plain black or Nayland College bucket hat (outside only)

Physical Education

- An appropriate change of clothing
- Optional black/maroon Physical Education T-shirt

Practical classes

- Shoes must be worn in workshop



The following are unacceptable:

- ✗ Excessive make-up*
- ✗ Excessive jewellery*
- ✗ Excessive piercings* (one matching pair of ear studs acceptable)
- ✗ Facial hair
- ✗ Items of non-regulation clothing
- ✗ High heel shoes

**The Nayland College Senior Leadership Team has the final say on what is considered 'excessive.'*

Year 11 and 12 school uniform



The Nayland College uniform is designed to offer a range and choice of items that may be worn in any combination

Uniform items

- Regulation black check long-sleeved blouse
- Regulation black check short-sleeved blouse
- Regulation light marl/maroon senior polo shirt
- Regulation black shorts
- Regulation black long pants
- Regulation black skirt (at a reasonable length)
- Regulation charcoal/maroon jersey
- Regulation charcoal/maroon cardigan
- Nayland College windbreaker jacket
- Nayland College hoodie
- Plain black long-sleeved jacket (no branding or subtle branding only) for additional warmth (outside only)
- Plain black long-sleeved undershirt (polyprop, merino or cotton)
- Plain black below-ankle or Converse-type shoes **high heels, large logos or shapes (e.g. old skool vans), white shoe-laces and scuffs are not acceptable.*
- Plain black below-ankle sandals
- Plain black socks
- Plain black tights (with feet) may be worn with the skirt
- Plain black or Nayland College scarf
- Plain black or Nayland College cap (outside only)
- Plain black or Nayland College bucket hat (outside only)

Physical Education

- An appropriate change of clothing
- Optional black/maroon Physical Education T-shirt

Practical classes

Shoes must be worn in workshop

The following are unacceptable:

- ✗ Excessive make-up*
- ✗ Excessive jewellery*
- ✗ Excessive piercings* (one matching pair of ear studs acceptable)
- ✗ Facial hair
- ✗ Items of non-regulation clothing
- ✗ High heel shoes

**The Nayland College Senior Leadership Team has the final say on what is considered 'excessive.'*



Year 13 dress code

Students in year 13 at Nayland College have the option of not wearing school uniform unless representing the school at a special event.

The school gives students the privilege and responsibility of managing themselves and making good decisions about what to wear.

The non-uniform dress code requires a standard of dress appropriate for our learning environment and can best be described as 'smart casual'.

- Clothing should be clean, tidy and must not offend others
- Logos and graphics must be appropriate e.g. not offensive nor promoting alcohol or illegal substances
- Appropriate footwear is to be worn at all times with closed-in shoes being required for workshops
- Facial hair/beards must be neatly trimmed and tidy

- Strapless garments are not acceptable
- There will be occasions where the dress expectation is more formal, e.g. senior prizegiving. Also, uniform will be required when representing the school at formal events.

We encourage students to take pride in their appearance and ask that parents support the school by ensuring that their son/daughter maintains a clean, tidy appropriate standard of dress.

**The Nayland College Senior Leadership Team has the final say on what is considered appropriate.*





**NAYLAND
COLLEGE**

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