



Avonside Girls' High School



Enrolment Application for 2019

180 Avonside Drive
Christchurch 8061

Telephone: (03)389 7199

www.avonside.school.nz

Email: office@avonside.school.nz

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Admission Procedures

To apply for a place at Avonside Girls' High School simply fill in the application form and return it to the school office. Alternatively, you may enrol on-line – this will be available from Mon 4 June. No accompanying letters, school reports or testimonials are needed as they have no effect on the outcome.

Applications Open (All Levels)	11 June 2018
Applications for Year 9 Close	27 July 2018
Ballot held for Year 9	31 July 2018
Notification of Offer of Place for Year 9	1 August 2018
Last day for acceptance/decline of Year 9 place	17 August 2018

All in-zone applicants will be accepted. The ballot for the remaining places and a position on the waiting list, will be held under police supervision. All applicants will be notified of their acceptance or their balloted position on the waiting list. Avonside Girls' High School is happy for you to apply for as many schools as you wish but we need your decision as to whether you have accepted a place in the school or confirmed your position on the waiting list by the date indicated above.

Please Note: We are currently awaiting information from the Ministry of Education on the establishment of a new zone. When we receive this information, we will share this on our website and Facebook page.

To be considered for a place at Avonside, please complete the enrolment process within the timeframe above.



Avonside Girls' High School

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Christchurch 8061

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Enrolment Application for 2019

Level: Yr 9 Yr10 Yr11 Yr 12 Yr 13

This application is to be completed and signed by the applicant and her parent(s) or guardian(s).
The Ministry of Education requires that you must also provide a copy of the applicant's **Birth Certificate** and **proof of residence**.

Copy of Birth Certificate/Passport/Visa attached

Proof of residence attached

Surname:

Preferred name (if different)

Date of Birth

First names:

Student's address:

Suburb

Postcode

Telephone(h): Mobile:

Previous school: Years of attendance:

Mother's details: Mrs/Miss/Ms

Name: Occupation:

Address: Place of Work:

Post code: Telephone(h): Telephone(w):

Mobile:

Email:

Father's details:

Name: Occupation:

Address: Place of Work:

Post code: Telephone(h): Telephone(w):

Mobile:

Email:

Caregiver's details: (If not living with either of the above)

Name: Relationship to Student:

Address: Place of Work:

Post code: Telephone(h): Telephone(w):

Mobile:

Email:

<p>Emergency contact:</p> <p>Name:</p> <p style="padding-left: 40px;">Telephone(h):</p> <p style="padding-left: 80px;">Mobile:</p> <p>(an emergency contact must have a phone number)</p>	<p>Relationship to Student:</p> <p>Email:</p>
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Medical information: (conditions, history or allergies which could impact on schooling) Yes No

If Yes, please state:

.....

Doctor's name: **Telephone:**

Country of Birth: New Zealand

Other (please state)..... Date of arrival in NZ:

Ethnic Group: NZ European/Pakeha

Māori Iwi affiliation: Rohe (Iwi home area):

Iwi affiliation: Rohe (Iwi home area):

Pacific Island (country)

Asian (country)

Citizenship: New Zealand

Permanent Resident **(Please enclose copy of passport showing student visa if not an NZ citizen)**

Migrant Refugee Other

Do you have sister(s) currently/previously attending or a mother who attended? Yes No

If "Yes", please complete details:

Sister's Name: Years attended:

.....

Mother's Name: Years attended:

Copy of Birth Certificate/Passport/Visa attached Proof of residence attached

At Avonside

These values apply in all situations relating to the school, on school grounds, at school events or after school.

School Values	Behaviours
Respect	<p>I will show kindness and respect towards students, staff and visitors.</p> <p>I will wear the correct school uniform at all times including following the jewellery and make up expectations.</p> <p>To protect the health and wellbeing of the school community, I will not bring to school consume at school, or be under the influence of any alcohol or other drugs. This includes school events at other places.</p>
Integrity	<p>I will do the right thing and if things go wrong, will try to fix it and accept the consequences.</p> <p>I will act in a way that builds on the positive reputation of Avonside Girls' High School.</p> <p>I will use ICT appropriately and as expected in the ICT Policy of the school.</p>
Self-Discipline	<p>I will work hard to achieve my very best every day.</p> <p>I will be on time to class, ready to learn and will support the learning of others.</p> <p>I will follow rules to make sure everyone is safe, especially in specialist areas like science and technology.</p> <p>I will ensure my cell phone is used only when allowed by the teacher.</p>
Contribution	<p>I will do my best to ensure all members of the school community feel a sense of belonging.</p> <p>I will protect and care for our school environment and the property of others.</p> <p>I will participate in sport, arts, cultural, pou and service activities.</p>

Student Name:

Student Signature:

Date:

Parent/Caregiver:

Date:



Avonside Girls' High School

Blanket Consent for EOTC For Lower Risk Environments

Education Outside The Classroom (EOTC) is the name given to all events/activities that occur outside the classroom, both on and off the school site. This involves sport.

- Our school believes in using a range of environments and experiences to enhance our students' learning.
- We have ready access to the beach, rivers, mountains and the bush in our area and beyond. We are also close to various built environments in our community. These areas are rich learning environments for our students both in and out of school. They need to learn how to be safe. Our school also values the concept of providing students with opportunities. Thus some of the learning for students occurs beyond the classroom and, indeed, beyond the school site and this document is seeking your consent for your children to participate in such learning.
- We believe in experiential learning and using the local environment and resources.

Types of Event
<p>On site - in the school grounds occurring during school time. For example: Maths - Orienteering course PE – Fitness trail Science – Hot air balloon making and flying</p>
<p>Off-site events in the local community occurring in school time with teacher supervision (lower risk environments that do not require transport, cost or water). For example: Social Studies – Trip to local supermarket via walking Science – Plant study in local red zone Early Childhood Development – Visit to a local playcentre</p>

- All EOTC activities require staff to undertake an analysis of the risks, and identify the management strategies required to eliminate, isolate and minimise the risks. Emergency procedures are also in place.
- Information regarding all activities and scheduled trips outside of the school will be sent to the parents/caregivers in a detailed letter/email prior to the commencement of each activity.
- Any activity that involves **high risk** or an **overnight stay** will need a separate consent form for each activity.

Blanket Consent Form For 'Lower Risk' EOTC Events

I/We agree to the participation of in **lower risk** EOTC events (as indicated in the table above) while a student at Avonside Girls' High School.

I/We have provided the school with up to date medical, supervision and learning information through the enrolment form and will make every endeavour to keep this information current by contacting the office.

Parent/Caregiver Name:

Signature: Date:



Avonside Girls' High School

Use of ICT Policy

The term 'ICT' used in this document, includes but is not limited to; computers (such as desktops, laptops, tablets, PDAs), storage devices (such as USB and flash memory devices, CDs, DVDs, iPods, MP3 players), cameras (such as video, digital, webcams), all types of mobile phones, gaming consoles, video and audio players/receivers (such as portable CD and DVD players), and any other, similar, technologies as they come into use.

This policy applies to all users of ICT at Avonside Girls' High School or connected to its network.

Goals

To enable the use of ICT within a safe physical and emotional environment.

To ensure that all users of ICT are respectful of self, of others, and of intellectual property.

Guidelines

1. The school's computer network, internet access facilities, computers and other school ICT equipment/devices are for educational purposes appropriate to the school environment. Staff may also use school ICT for professional development and personal use which is both reasonable and appropriate to the school environment. This applies whether the ICT equipment is owned or leased either partially or wholly by the school, and used on *or* off the school site.
2. The use of any privately-owned/leased ICT equipment/devices on the school site, or at any school-related activity must be appropriate to the school environment. This includes any images or material present/stored on privately-owned/leased ICT equipment/devices brought onto the school site, or to any school-related activity.
3. All members of the school community will have a personal password which must be kept confidential.
4. Staff have professional responsibility for the safety and wellbeing of students using the school's computer network, internet access facilities, computers and other school ICT equipment/devices on the school site or at any school-related activity.
5. The users of school ICT equipment and devices must comply with the Copyright Act 1994 and any licensing agreements relating to original work. Users who infringe copyright may be personally liable under the provisions of the Copyright Act 1994.
6. The principles of confidentiality and privacy extend to accessing or disclosing information about staff, or students and their families, stored on the school network or any ICT device. (Privacy Act, 1993)
7. The school reserves the right to conduct an internal audit of its computer network, internet access facilities, computers and other school ICT equipment/devices. If deemed necessary, this audit will include any stored content, and all aspects of its use, including email.
8. All users are expected to limit wastage of computer resources or bandwidth. This includes avoiding unnecessary printing, unnecessary internet access, uploads or downloads.

I have read the school policy for use of ICT and agree to support it.

Parent/Caregiver:

Date:



Avonside Girls' High School

Using ICT at Avonside – Student Agreement

1. I understand that the computer network is to enhance learning, and agree to use it for that reason.
2. I will be responsible for any ICT equipment which I bring to school, including my cellphone.
3. I will keep my password confidential by not sharing it with anyone.
4. I will try to be a good digital citizen: to show respect for myself, others, and intellectual property, and to be concerned for the safety of myself, others and intellectual property.
5. I agree to my network activity and any stored material being checked.
6. I will not eat or drink in any computer room.
7. I will try to limit any wastage which includes unnecessary printing, internet access uploads and downloads.
8. I understand that Avonside is a BYOD school and that I will need to bring a suitable device for learning to school each day.
9. I understand that at Avonside I can download Microsoft Office Professional on to my personal device(s), and in order to do so I am prepared to remove any existing Microsoft Office products from my device.

Student Signature:

Student Name: Date:

Year 9 – Subject Preference (Languages)

All students in Year 9 study English, Mathematics, Science, Physical Education and Health, Social studies, the Arts, Technology and Languages. Students choose two language subjects from this list – one for each half of the year:

Te Reo Māori

French

Japanese

Please list these languages **in your order of preference**.

1st

2nd

3rd

Learning Development Programme

Students identified as benefitting from numeracy and literacy support may be placed in the Learning Development Programme instead of studying a language. Placement in this programme is based on achievement information.

Request for Music Tuition

If you would like to have lessons on a musical instrument next year, tuition on the following instruments may be offered: violin, viola, cello, double bass, flute, oboe, clarinet, bassoon, trumpet, trombone, classical guitar, electric guitar, saxophone, drums, electric bass, piano and singing. Beginners on all instruments are welcome.

Please put your preferences: 1st

2nd

3rd

Would you need to hire a school instrument? Yes No

Name any instrument currently being learned and for how long:

.....

Name any music examinations which have been passed:

.....

Have you had any other instrumental experience? (e.g. in an orchestra or band)? Yes No

Please specify:

Have you ever sung in a choir? Yes No

Requirements for Tuition

Maximum hire charge is negotiable per term. A limited number of instruments are available for hire - not all requests for tuition can be met. Students may be asked to audition for a place in the tuition groups.

- All vocal students attend choir and/or chorale throughout the year including evening performances.
- All instrumentalists participate in an appropriate band/orchestra when they have reached the necessary standard (in consultation with Mr Coles)
- Attend lessons regularly and punctually (even if the instrument is at home).
- Practise at least 20 minutes each day.

Enrolment Priorities: (as stated in the enrolment policy, subsequent to identifying in-zone enrolments))

Please tick those that apply to the applicant

Sibling of a current student

Name: Years of attendance:

Sibling of a former student

Name: Years of attendance:

Daughter of a former student

Name: Years of attendance:

Daughter of: an employee of the Board of Trustees of Avonside Girls' High School
a member of the Board of Trustees of Avonside Girls' High School

None of these

Declaration by Student

In accordance with the Privacy Act, 1993, I, the student, consents to the information in this application being available

- to the Ministry of Education, NZ Qualifications Authority and relevant institutions for the advance of my education, and other agencies where disclosure is required for the maintenance of law and order.
- within the school for the purpose of improving my performance as a learner and ensuring my personal safety. Further I agree to information regarding my school performance being transferred between educational institutions I am transferring to or have transferred from.

I, the student, will comply with the School Rules including attendance, uniform and homework, and will act with common sense and consideration for others.

Signature of Student: Date:

Declaration by Parents / Guardians

- 1 I, the parent/guardian, will do my best to ensure that (student's name) complies with the School Rules and acts with common sense and consideration for others.
- 2 I agree to the payment of course fees.
- 3 **I declare that the address given is the student's usual permanent residence.**
- 4 **I undertake to notify the school immediately of any change of address and I understand that if the change of address affects enrolment status, the Board of Trustees will review the enrolment.**
- 5 I, the parent/guardian, declare that the information on this form is true and accurate and I accept that, if the information given is shown to be false, my daughter's application may be declined.
- 6 I agree to my daughter appearing in any photographs being taken for school or school publicity purposes.

Signature of Parent/Guardian:

Signature of Parent/Guardian: Date:

Copy of Birth Certificate/Passport/Visa attached

Proof of residence attached

For Office use only

Date Application Received:

In zone

Out of zone

Enrolment Zone Information



1. In-Zone Enrolments

All students who live within the school zone described are entitled to enrol at the school.

Please Note: The school is awaiting information from the Ministry of Education on the establishment of a new zone. When this information is received, it will be posted on the school website and Facebook page.

2. 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:	The Special Programmes category is not applicable at this school because the school does not run a special programme approved by the Secretary.
Second Priority:	must be given to applicants who are siblings of current students.
Third Priority:	must be given to applicants who are siblings of former students.
Fourth Priority:	must be given to any applicant who is a child of a former student of the school.
Fifth Priority:	must be given to any applicant who is either a child or an employee of the board of the school or a child of a member of the board of the school.
Sixth Priority:	must 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.

Separate ballots will be held for Years 9, 10, 11, 12, 13

3. The Board will require proof of residency within the geographical zone. The consequence of supplying false information may be that the student's application for enrolment is declined.
4. The Board may require proof of a sibling relationship. The consequence of supplying false information may be that the student's application for enrolment is declined.
5. Parents and caregivers are required to inform the school immediately of any change of address before March of the year of entry into the school. If that change of address affects enrolment status, enrolment may be declined.
6. Applicants for places in Year 9 should apply before the end of July of the previous year. The specific date on which applications close will be advertised.

Important Dates

To apply for a place at Avonside Girls' High School simply fill in the application form included with the prospectus. No accompanying letters, school reports or testimonials are needed as they have no effect on the outcome.

Applications Open (All Levels):	Monday 11 June, 2018
Applications for Year 9 close:	Friday 27 July, 2018
Ballot Held Year 9 if necessary:	Tuesday 31 July, 2018
Notification of Offer of Place Year 9	Wednesday 1 August, 2018
Last day of acceptance/decline of Year 9 places:	Friday 17 August, 2018

All in-zone applicants will be accepted. The ballot for the remaining places and a position on the waiting list, will be held under police supervision. All applicants will be notified of their acceptance or their balloted position on the waiting-list. Avonside Girls' High School is happy for you to apply for as many schools as you wish but, we need your decision as to whether you have accepted a place in the school or confirmed your position on the waiting-list by the date indicated above. Following the completion of the enrolment procedures, individual interviews and entrance testing will be held for successful applicants. The process of choosing option subjects and building for form classes will occur in Term Four.

Uniform

The Board of Trustees requires students to be in full school uniform. We encourage girls to take pride in their appearance and ask parents to support the school in seeing that their daughter maintains a neat, clean standard of dress. Only the stated uniform is permitted.

Avonside Girls' High School's new uniform is being phased in from the start of 2019.

The new uniform is compulsory for all Year 9 students in 2019. Students in Years 10 to 13 may choose to wear the new uniform. A mixture of both uniforms is not permitted. The school will transition from the old uniform to the new uniform gradually over four years. In 2023 all students will wear the new uniform.

Uniform items that may be worn will be available from our on-site uniform shop from Term 4.

Uniform items that **can only be purchased from our uniform shop:**

Blazer - (Compulsory) Red blazer with green stripe and AGHS crest.

Junior Shirt (Y9-10) - White with green stripe (long or short sleeve) with AGHS branding.

Senior Shirt (Y11-13) - White with silver stripe (long or short sleeve) with AGHS branding

Senior Tie (Y11-12) - green tie with red stripe.

Senior Tie (Y13) - green tie with silver stripe.

Jersey - Red V-neck plain merino jersey.

Socks - Plain black mid-calf socks.

Scarf - AGHS scarf.

Jacket - Soft shell jacket with AGHS branding. (For outdoor wear.)

Cap – AGHS Cap

PE Top - AGHS PE top.

Options:

Skirt - Dark green skirt with AGHS branding, must be knee length.

Culottes - Dark green culottes with AGHS branding, must be knee length.

Trousers - Dark green trousers with AGHS branding, must be ankle length.

Uniform items that may be purchased from our uniform shop or another shop of your choice:

Shoes - Black polishable leather lace up school shoes or T bar school shoes.

Tights - Black opaque tights. No leggings.

Shorts - Plain black shorts or cycle pants with no obvious logo or decorative trim, suitable for sport.

Sports Shoes - Non marking soles are required.

Please note

- Students may wear any combination of new uniform items.
- Hair must be tidy. If worn long it must be tied back in practical subjects. Hair colour must be within the natural range. Extreme hairstyles are not acceptable.
- Jewelry is not permitted other than a wrist watch and plain ear studs.
- Facial piercing, including the tongue, is not permitted. Clear retainers may be worn.
- Taonga - a bone or greenstone carving may be worn.
- Makeup, if worn, should be minimal and discreet.
- Clear or natural coloured nail polish is permitted.
- A plain, solid colour black or dark green head scarf may be worn for religious or cultural reasons.
- The soft shell jacket, hat and cap may be worn outdoors with both the new and old uniform.