



Nga Tawa Diocesan School

International Student Policies and Guidelines 2010

INTERNATIONAL STUDENT POLICES AND GUIDELINES

POLICES AND GUIDELINES

Before you complete and sign the International Student Application and Tuition & Admission to Boarding Agreement, please carefully read this [International Students Guidelines and Conditions Document](#), and the summary of The Code of Practice for the Pastoral Care of International Students, www.minedu.govt.nz/goto/international. When you sign the Tuition & Admission to Boarding Agreement you confirm you have done so and have understood and accepted all provisions as set out in all documents.

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SECTION A – DEFINITIONS (as per the Code of Practice for the Pastoral Care of International Students)

What Is A Homestay?

“Homestay” means accommodation provided to an International Student in the residence of a family or household where no more than four International students are accommodated.

What Is A Designated Care Giver (DCG)?

“DCG” means a relative or close family friend designated in writing by the parents of an International Student as the care giver and accommodation provider for that Student, but does not include establishment owner, manager, or employee.

What Is A Parent?

“Parent” means the father or mother of an International Student, and includes court appointed guardians.

What Are Group Students?

“Group Students” means:

- a) International Students holding a group visa issued by the New Zealand Immigration Service; or
- b) Two or more International Students studying together in New Zealand for no more than three calendar months on a group visit organised by a provider

SECTION B – POLICIES AND GUIDELINES

1. SELECTION

Selection will be made by the Director of International Students. Students from as wide a range of countries as possible will be recruited so that many cultures are represented. Offers are based on an assessment of the extent to which Nga Tawa Diocesan School can meet the needs of the prospective student. The School reserves the right to cancel an Offer of Place and refund fees paid. In the event it ascertains any adverse comment from the previous schooling of the applicant or any of the applicant's recommendation letters. The School reserves the right to cancel an Offer of Place and refund fees in the event the level of English and/or prior learning in the subject area is not verified in testing at enrolment.

Failure to disclose relevant information or the provision of false information may result in termination of enrolment.

2. TESTING

The Nga Tawa Diocesan School will test International Students on arrival at the School to help determine level of study. The School may also require testing in a student's own home country before selection.

3. PLACEMENT

Nga Tawa Diocesan School will issue an Offer of Place to a selected Student but the level of study offered is an indicator only. The School has the right to place the Student in appropriate subjects and year levels; selection and placement are conditional upon the School being able to meet the needs of the student. Students entering the School as International Students must have the prior learning necessary and the intellectual and emotional capacity to cope with study in New Zealand in English at the level enrolled in. Quality applicants are sought whose proficiencies and career intentions are matched by the opportunities Nga Tawa Diocesan School offers.

4. ENROLMENT CONDITIONS

Upon enrolment at Nga Tawa Diocesan School, the Student will abide by the same conditions as regards behaviour and absence as apply to domestic students.

Enrolment as an International Student at the School shall be terminated:-

- a) At any time by agreement between the parties; or
- b) By Nga Tawa Diocesan School if the Student fails to pay fees in advance, or fails to abide by the same conditions as for Domestic Students or fails to abide by the conditions of the Tuition & Admission to Boarding Agreement or fails to abide by the policies set out in this document.

Full details of visa and permit requirements, advice on rights to employment in New Zealand while studying, and reporting requirements are available through the New Zealand Immigration Service, and can be viewed on their website at www.immigration.govt.nz

5. GENERAL INFORMATION

Liaison With The School

Nga Tawa Diocesan School welcomes contact with parents. Parents may contact the International Dean about any school matters that concern them. The Assistant Principal (Director of International Students) and Guidance Counsellor are also available for consultations. Teachers are available on Parents' Evenings held throughout the year. Regular newsletters and term calendars are sent home. These contain information about School activities, term and examination dates, Parents' Evenings and other matters of interest to parents or caregivers.

Contact Information

The School appreciates having up to date information on all students. Could you please inform the International Dean when addresses or telephone numbers change. In some cases the International Dean or Nurse needs to contact parents or caregivers during working hours so the School requires an up-to-date contact address/telephone number for a parent's or caregiver's place of employment. We wish to avoid embarrassment by sending incorrectly addressed mail so would also appreciate being informed in cases where marital status change.

6. ABSENCES

Sickness

When Students are absent because of sickness, Boarding Managers or caregivers are required to explain the absence to the Administrative Assistant.

Sickness During The School Day

The School has a registered nurse in attendance at the Health Centre between 8.30am – 12.00pm. Outside these hours a Boarding Manager is responsible for the health needs of students.

Sickness At School

The nurse makes appointments for students to see the doctor, dentist or other health professionals as required. A general practitioner is in attendance between 8.30am – 12.00pm on two mornings a week.

Other Absences

Under the Code of Practice an International Student is required to attend a minimum of 80% of days each school year. This is a requirement by New Zealand Immigration to re-apply for a Student Visa. The Education Act does not allow for holidays in school time. The school attempts to meet any reasonable requests from parents or caregivers for leave, but senior students need to be aware of the restrictions associated with internal & external assessments.

7. STUDENT BEHAVIOUR

School Behaviour Policy

Students at Nga Tawa Diocesan School are expected to behave responsibly and accept the discipline and authority of the School. Students are expected to behave with courtesy and respect towards each other and towards members of the School staff, including home stay hosts. Students are expected to behave in accordance with the behavioural guidelines in the day school and Boarding environment as outlined.

Please find below a list of expectations. This list is not exhaustive nor an attempt at codification of rules:

- To obey all lawful and reasonable instructions of boarding and day staff and their duly authorised agents and home stay hosts.
- Students are not permitted to **smoke** or consume **alcohol** or consume any **illegal substances**.
- Students will respect the personal and property rights of others.

Misconduct in Boarding

If a boarder breaches Nga Tawa Diocesan School's expectations the following consequences may be imposed. This is not exhaustive and other consequences may be given at Nga Tawa Diocesan School's staff discretion.

- Verbal censure / counselling
- Sanctions
- Withdrawal of privileges
- Withdrawal of leave
- In-house suspension
- Stand-downs
- Exclusion from the Boarding House

Please note that Nga Tawa School's Boarding behavioural guidelines, including codes of conduct and consequences are determined at its complete discretion. These are not open to negotiation and form part of our offer to you.

Misconduct in Day School

The disciplinary procedures outlined in the Education Rules Act 1989 shall be applicable for all serious misconduct that is alleged to have occurred both inside and outside of the school. The Director of International Students, Homestay caregiver Designated Caregiver,(or their representative) shall act as the parent in the disciplinary process.

Should it be deemed appropriate the school reserves the right to:

- a) Impose a curfew or other restrictions on the Student outside of school hours for a set period of time.
- b) Terminate the contact and repatriate the Student with forfeiture of fees.

8. SUPPORT SERVICES

Many staff provide support and help for International Students. The Counsellor and Careers Counsellor help students with personal and career issues, choices and applications. The International Department has a Director, International Dean and Homestay Co-ordinator. First language assistance may also be available in some languages.

9. ADDITIONAL NEEDS

If at any time it is believed that an International Student is at risk the matter will be referred immediately to an appropriately qualified person or agency nominated by the School where all appropriate policies and procedures will be followed.

10. COMMUNICATION, COMPLAINTS AND CONCERNS

Students and parents may experience a range of problems and difficulties. This is normal. Any problem should firstly be taken to the International Dean or to the Guidance Counsellor. Serious problems should be taken to the Director, Mrs Lesley Carter (carterlesley@ngatawa.school.nz). The School adheres to the New Zealand Code of Practice for the Pastoral Care of International Students. An appeal authority operates through the Ministry of Education and Students are advised of this at orientation. (email: info.ieaa@minedu.govt.nz). A “where to get help” chart is displayed in the Deans office and distributed at orientation. All Students are given a copy of their Tuition & Admission to Boarding Agreement at orientation with a copy of this booklet. The School welcomes direct communication from parents via phone, email, letter or visits. The School will communicate with parents via emails and newsletters on a regular basis. The School website will also contain up to date information.

11. ACADEMIC PROGRESS AND REPORTING

The School reports fully on academic progress twice a year, with progress reports issued every five weeks. The School expects all International Students to make reasonable academic progress and try their best. Academic mentors monitor and review academic progress of all Students.

All Students who are at Nga Tawa Diocesan School will have a academic program developed to met their academic goals.

12. INTERNET ACCESS

Students are provided with Internet access as part of the enrolment process. The Internet is only to be used for educational purposes or communication to parents/caregivers and whilst the School has taken precautions to eliminate controversial material, it is not possible to restrict access to all such material and hence access remains the individual student's responsibility. Internet use and sites visited are monitored closely.

- Students are not permitted to access or send material through the Internet which is offensive (e.g: pornographic), dangerous, inappropriate at school, or illegal*.
- Students are forbidden to pass on such material by copying, storing or printing it.
- Students are not permitted to install or download any software on a school computer.

Students: *Please ask your teacher or Boarding Manager if you need any of these terms explained to you.

13. ACCOMMODATION

As per the Code of Practice for the Pastoral Care of International Students and Guidelines (revised September 2003) the International Students Office of the School upon or before enrolment will determine and verify which category of accommodation the student will live in regardless of age i.e:

- Boarding Houses at Nga Tawa Diocesan School
- Homestay (Kunei Students only)
- Designated Caregiver

No International Student of Nga Tawa Diocesan School can live independently, in a boarding establishment other than Nga Tawa Diocesan School or in temporary accommodation

Police vetting will re required of all caregivers and all residents of a homestay household aged 18 or over excluding International Students. (excluding parents).

The School will provide guidelines to the caregivers and the Students and outline the divisions of responsibility between the School and the caregiver.

The parents and the Student agree that the Student shall during term time, remain in Nga Tawa Diocesan School Boarding Facilities. Any failure to comply with this requirement may lead to a cancellation of the Student permit.

a) Homestay (refer to page 4)

1. All homestays that are used for term holidays and exeat accommodation are carefully selected and monitored to ensure that appropriate standards are maintained.
2. Student preferences for homestay location will be considered in selection.
3. The Boarding Fee is for a 46 week period or pro rata if the Student enrolment at Nga Tawa Diocesan School is less than one year.

Please note: For Short Course Study Groups the homestay fee is NZ\$200 per week.

b) Designated Caregiver (DCG) (refer to page 4)

The parents of the Student must fill out and personally sign the International Student Application and include all details of the DCG when submitting the application. The School will decide if the caregiver will be verified as a Designated Caregiver and will ask for a police vet, further supporting information and/or evidence of nature of the close relationship or friendship.

The home of the proposed DCG will be visited and assessed the same as for a homestay caregiver. The home will be visited subsequently to substantiate and verify the DCG's living situation.

At no time can a DCG leave the Student unsupervised overnight or for any length of time without firstly informing the School and seeking approval for a temporary caregiver to take their place. This will probably necessitate a new DCG being appointed for the period, as per all DCG regulations.

The DCG arrangement cannot change until Nga Tawa Diocesan School is informed, and agrees to the change. The parents take full responsibility and accept the decision made by their DCG about the day-to-day requirements of their daughter and understand that Nga Tawa Diocesan School will make every endeavour to provide care and welfare of their daughter while studying in the School. Should you or the School have any concerns regarding the welfare of your daughter Nga Tawa Diocesan School may refer your daughter to the relevant welfare authorities, or any other appropriate agency in New Zealand.

14. LIABILITY, RIGHTS, CONTRACT

- a) In any event, the School's liability in relation to the supply of tuition services to the Student is limited to the amount of fees paid by the Student for the provision of the services in respect of which liability arises.
- b) Nothing in this agreement limits any rights the parents and/or the Student may have under the Consumer Guarantees Act 1993.

15. INSURANCE REQUIREMENTS

Most International Students are not entitled to publicly funded health services while in New Zealand. If you receive medical treatment during your visit, you may be liable for the full costs of that treatment. Full details on entitlements to publicly funded health services are available through the Ministry of Health, and can be viewed on their website at <http://www.moh.govt.nz>

Accident Compensation Corporation

The Accident Compensation Corporation provides accident insurance for all New Zealand citizens, residents and temporary visitors to New Zealand, but you may still be liable for all other medical and related costs. Further information can be viewed on the ACC website at <http://www.acc.co.nz>

Medical And Travel Insurance

International students must have appropriate and current medical and travel insurance while studying in New Zealand. This is a requirement under the Code of Practice for the Pastoral Care of International Students. The School offers Studentsafe-International, at a cost of NZ \$565.00 per twelve months. Detailed policy information can be found at www.studentassist.co.nz.

If International Students wish to purchase their own insurance elsewhere, the School needs to be provided with a copy in English of the insurance certificate and policy wordings so we may determine whether the insurance provides sufficient cover for student's medical, travel and potential repatriation needs.

It should be noted that costs such as medical treatment in New Zealand and medical evacuation or repatriation can be prohibitive. It is therefore imperative that sums insured for these benefits should be set at an appropriately high figure – ideally, this figure should be unlimited although the School will allow figures that it deems to be sufficiently high.

Below is the suggested minimum content for appropriate insurance policies according to the Code of Practice for Pastoral Care of International Students.

The Policy Should:

- a) Commence the minute the student leaves home for the airport on their way to New Zealand
- b) Apply while in transit.
- c) Apply while the Student is in New Zealand

- d) Cover the Student for any trips to other countries during the period of study.
- e) Cover the Student for any holidays back to their home country during the period of study.

High Sums Insured And Medical Benefits

“Sums insured” is the money available in the event of a claim. It is imperative that the sums insured are very high so they will not be exceeded in any possible claim. Current policies range from \$600,000 to “unlimited cover”. In order to “future proof” policies, sums insured of one million dollars plus are recommended.

Emergency Evacuation / Repatriation

Repatriation represents the costs of getting the Student home. The benefit works two ways:

1. If the Student becomes seriously ill or injured and needs to be accompanied home (either alive or deceased) with medical professionals, these costs are met by the insurance.
2. If members of the Student’s immediate* family living overseas become critically ill or die, the policy will fly the student home, and then back to New Zealand to complete their studies.

(*immediate family is the mother, father, brother or sister).

Ideally, the policy should have “unlimited cover” as very high costs can be incurred in these situations.

Insurance policies for International Students should be obtained from companies with a credit rating no lower than A from Standard and Poors, or B+ from AM Best.

If the insurer is an overseas company, the School requires students to provide policy details in English so that it may ensure that all the necessary requirements are met.

If, prior to enrolment, or during any period that a Student is enrolled it is decided that a Student does not have adequate insurance, the Student will be required to take out additional cover to meet the standards set down by the School.

16. REFUND & FEE POLICY

Nga Tawa Diocesan School has a no refund policy. If the Student withdraws from her course of study before the course completion date she will **NOT** receive a refund of school fees except in exceptional circumstances. In such cases, the parents should write to the Director of International Students explaining what the exceptional circumstances are; however, the School’s decision is final.

No refund will be made to a Student who is excluded from the School by the Board of Trustees or Diocesan Board.

No refund will be made to an International Student who changes visa status to one which entitles them to regular/domestic student status, after one month from date of payment.

17. PROTECTION OF STUDENT FEES

In accordance with The Code of Practice for Pastoral Care of International Students, provision is made by the Nga Tawa Diocesan Board for the sufficient reservation of fees paid by Students to meet our obligations in the event that the school is unable to continue to provide tuition.

The following accounting procedures are in place to ensure that monies are available for release if required under the refund provision.

- International fees shall be paid into the school's separate coded account for 'International Student Fees', and drawn down at intervals of one term in advance throughout the academic year.
- These monies will be audited on an annual basis.
- These monies will be available for refunds resulting from the School not being able to provide tuition.

18. TRAVEL & HOLIDAYS

Parents are welcome to visit their daughter while studying in New Zealand.

International students are encouraged to travel within New Zealand in holiday time:

- with their homestay host families
- with their parents
- with their Designated Caregiver
- with school-organised groups; and
- on trips and activities organised by their agents or by approved* Student travel companies in the school holidays

(*Permission must be given by parents, although the International Dean or Director of International will make the final decision, and all Code of Practice requirements must be met).

It is expected that International Students will not leave school before the end of term to travel home and must ensure they are back in NZ in time for the start of the new term. All holiday/travel arrangements must be approved by the International Dean. All code regulations must be met.

International Students are not allowed to travel independently while they are studying at Nga Tawa Diocesan School. This is a condition of enrolment.

Upon arrival at Palmerston North, Airport, students will be met by a member of our staff and taken to School.

International Students are not allowed to drive a car whilst at Nga Tawa Diocesan School. If students are caught driving, they will be sent back to their home country immediately. Travel and medical insurance does not cover international students driving.

A Breach of any of these guidelines will place a student's visa and /or study permit at risk and/or will lead to disciplinary action by the School.

19. POLICY STATEMENT IN RESPECT OF EXERCISE OF AUTHORISATIONS GIVEN BY STUDENTS AND PARENTS PROVIDED FOR IN CONTRACT FOR TUTORING

PRELIMINARY STATEMENTS

1. As a school with a strong Christian ethos the school will at all times exercise all of its authorities and its powers in a manner which will exemplify qualities of justice, compassion, kindness and empathy.
2. The school will recognise and reflect in its behaviour the fact that the primary caregivers of our Students and their parents and guardians. They will be involved and included in any decision to exercise authorisations wherever possible prior to any action by the school.
3. The school will also recognise and reflect in its behaviour that fact that our Students are entitled wherever possible to respect for their privacy and dignity as individuals.
4. The school acknowledges that the authorisations sought from Students and parents relate to serious and often confidential matters. For this reason the rights granted in these respects to the school shall be exercised by the Principal solely and no other staff member may be delegated such powers other than in the case of periods of physical absence from the school by the Principal when the exercise of those rights shall devolve to a Deputy Principal appointed by the Principal to hold that power, such appointment to be approved by the Diocesan Board of Trustees.
5. It is expected that the use of these authorisations would be rare and attended on each occasion by the most serious circumstances where there is a present risk to the health or safety of Students.
6. The principles of natural justice shall be upheld in all cases where matters arise in the school where the authorisations set out in the conditions of the Tutoring & Admission to Boarding Agreement are invoked.

Seeking Of And Disclosure Of Health Information Where The Health Of A Student May Be At Serious Risk

1. Any decision to seek information relating to the state of a Student's health from a health professional will be made by the Principal.
2. Before exercising the authorisation set out in the conditions of the Tuition and Admission to Boarding Agreement the Principal shall first seek disclosure of information from the Student herself wherever possible. The Board acknowledges that there could be rare situations where the matter is of such urgency that it would be both impracticable and not in the Student's best interests to do so.
3. Before disclosing information relating to the state of a Student's health to a parent or guardian the Principal shall first seek the Student's agreement to disclosure.
4. If a Student does not agree to disclosure of information relating to the state of their health to a parent or guardian then notwithstanding the authorisation given by the Student the Principal shall first obtain the unanimous agreement of at least two members of the Diocesan Board of Trustees before disclosing such information.

Search Of Student's Personal Property

1. Any decision to search a student's personal property will be made by the Principal.
2. No search shall be undertaken without the Student being present unless there are serious and urgent circumstances which make it impossible for the student to be present. At least two staff members of which one is the Principal shall be present during any search.
3. Wherever possible the parent or guardian shall be informed of the fact that a search is to be undertaken and the reasons for a search prior to any search taking place. Where possible parents or guardians shall be entitled to be present during any search or, in the case of distant parents or guardians, to nominate another person to be present to represent them during any search.
4. In making a decision as to whether to conduct a search the Principal shall use her discretion. However, it is acknowledged that the uncorroborated statement of one Students against another Student shall be regarded with great caution before that would be regarded as sufficient cause to decide to conduct a search.

Collection And Holding Of Information By The School

1. The School acknowledges that the authorisations sought from Students and parents have the potential to result in information that is personal and of an exceptionally sensitive nature being received and held by the school.
2. The School shall at times hold all personal information in a manner that will comply in all respects with its obligations under the Privacy Act 1993. In particular the School shall comply with Privacy Principles 1-12 as set out in Section 6 of the Privacy Act 1993.
3. The School shall not retain any written, electronic or other permanent record of personal information for any period beyond that which is strictly necessary for the purpose of dealing with the matter for which the personal information was obtained (Privacy Principle 9).

20. SCHOOL UNIFORM

JUNIOR UNIFORM (YEARS 9 TO 11)

BEST UNIFORM worn every Friday and the first and last day of each Term

Blazer	Dark brown with gold pinstripes
Best Skirt	Dark brown with thin pleats (length 20cm from ground with shoes on)
Shirt	Select Summer / Winter shirt depending on the season
School Tie	Diagonal stripe
Pantyhose	{Black, sheer pantyhose (Summer) {Semi-opaque pantyhose (Winter)
Shoes	Black, regulation lace up shoe
Underwear	White or skin tone including thermals and singlets

EVERYDAY UNIFORM

SUMMER:

Everyday Skirt	Dark brown with wide pleats (length 20cm from ground with shoes on)
Shirts	3 x white three-quarter length sleeve
Knitwear	Long line jacket
School Tie	Optional in summer
Shoes	Black leather regulation slides
Underwear	White or skin tone only.

WINTER:

Everyday Skirt	Dark brown with wide pleats (length 20cm from ground with shoes on)
Shirts	3 x Vyella, white, long sleeves
Knitwear	Long line jacket
Scarf	Dark brown wool/nylon (optional)
School Tie	Diagonal stripe
Shoes	Black, regulation lace up school shoe
Pantyhose	Black Opaque lycra or wool/nylon pantyhose. Kneehighs are <u>not</u> permitted with the uniform
Underwear	White or skin tone only including thermals and singlets.

COATS/JACKETS

Black anorak or woollen coat. Black coats must be plain with black buttons and no other colours or coloured stitching (for wet weather/Saturday sports/outings)

OR 1 Backhouse dark brown oilskin coat

Equine students will require an oilskin for the Equine Department and an anorak for the day school and boarding

JEWELLERY

A plain watch may be worn. Earrings should be small studs – gold, silver or small pearl. One earring (in the lobe) per ear only (No tongue studs and no rings, bracelets or necklaces please). No makeup or nail polish.

HAIR

Hair	Tied back if on the collar
Hair Ties	Dark brown or black only
Head bands	No wider than 1cm, tortoiseshell or black only.

SENIOR UNIFORM (YEARS 12 AND 13)

BEST UNIFORM worn every Friday and the first and last day of each Term

Best Skirt on)	Navy thin front pleated skirt (max length 20cm from ground with shoes on)
Shirt	3 x White 3/4 sleeve (Summer) 3 x long sleeve (Winter)
Blazer	Navy/dark brown pinstripes
Senior Tie	Navy with Diocesan crest
Panty hose	Sheer black
Shoes	Black Zak Capris
Underwear	White or skin tone including thermals and singlets.

EVERYDAY UNIFORM

Everyday skirt	Navy box pleated skirt (length 20cm from ground with shoes on)
Tie	(Winter compulsory, Summer optional)
Jumper	Navy V-neck
OR Vest	Navy V-neck
Panty Hose	Black Opaque (Winter) Sheer (Summer)
Shoes	Summer Black sandals of own choice (except roman sandals). Heel up to 3cm and open toes (i.e. no jandal styles) Winter Black Zak Capris
Underwear	must be white or skin tone including thermals and singlet's

COATS/JACKETS

Black anorak or woollen coat. Black coats must be plain with black buttons and no other colours or coloured stitching(for wet weather/Saturday sports/outings)

OR 1 Backhouse dark brown oilskin coat
Equine students will require an oilskin for the Equine Department and an anorak for the day school and boarding

JEWELLERY

A plain watch may be worn. Earrings should be small studs – gold, silver or small pearl. One earring (in the lobe) per ear only (No tongue studs and no rings, bracelets or necklaces please). No makeup or nail polish.

HAIR

Hair	Tied back if on the collar
Hair Ties	Dark brown or black only
Head bands	No wider than 1cm, tortoiseshell or black only.

PARENTS PLEASE NOTE:

Nga Tawa uniform must be of a very high standard. If, in the Principal's opinion, any item does not meet the expected standard (i.e. poor condition or skirts not the correct length and unable to be lengthened) and the item will have to be replaced with one that does meet the standard (or a new one will be arranged by the school and charged to the home account.).

BEST MUFTI

Worn on outings and to dinner.

- * Ironed clothes
- * Dress pants or skirt styles in navy, black, dark brown must be formal, mid calf or longer in a quality fabric.
- * **NO DENIM** or jeans style pants
- * Shoulders and backs must be covered by tops
- * No slogans (including obvious clothes brands) printed on any best mufti
- * No hats or scarves
- * Underwear should be flesh coloured and not obvious
- * Shoes should be leather sandals in summer and leather (closed in) in winter
- * No makeup
- * No hoodies
- * No trackpants
- * No sports shoes or sports style shoes.

MUFTI

Worn on Saturday mornings.

- * Dress shorts (not Canterbury running shorts) allowed
- * Only clean denim allowed and not with holes, frayed edges etc.
- * Tidy (but not uniform) sportswear allowed
- * No shoestring straps or showing midriffs
- * Respectable slogans (those NOT mentioning alcohol, sex, tobacco, drugs) are allowed.
- * No makeup
- * No underwear showing.

AFTER SCHOOL MUFTI - JUNIOR GUIDELINES 2009 (YEARS 9 TO 11)

SUMMER

EITHER

- * Plain polo or T shirt with sleeves, no writing or slogans
- * black $\frac{3}{4}$ length pants
- * Slides

OR

- * Sports Uniform and sports shoes

WINTER

EITHER

- * Black Canterbury pants
- * School Polar Fleece
- * Polo shirt
- * Sports shoes

OR

- * Sports Uniform and sports shoes

SENIOR GUIDELINES 2009 (YEARS 12 AND 13)

SUMMER

EITHER

- * Polo or t shirt with / without sleeves, no writing / slogans / shoestrings or halternecks
- * Kneelength or longer skirt or pants, any colour, no blue denim, no writing or slogans
- * Sandals or slides

OR

- * Sports Uniform and sports shoes

WINTER

EITHER

- * **Merino knitwear any colour** (polo/crew necks, wraps, cardigans etc) dress jeans. Any dark colour: black, navy, chocolate, dark green, crimson, charcoal with leather ballet slippers/moccasins (please note: no ug boots) no hoodies, sweatshirts, branded rugby knits.

OR

- * **Knee length or three quarter length pants** Any dark colour in dress fabrics with dress boots (no ug boots, canvas style or sports shoes)

OR

- * Sports Uniform with sports shoes

CHAPEL MUFTI All Year Levels

- * Shirt in white with short sleeves (summer) long sleeves (winter)
- * Dress skirt in any colour. Formal, mid calf or longer in a quality fabric
- * Ironed clothes
- * Dress (formal) cardigan/jumper in any colour for colder weather
- * Black leather sandals/slides (Summer), shoes (Winter). No jandals, ug boots or sports shoes.

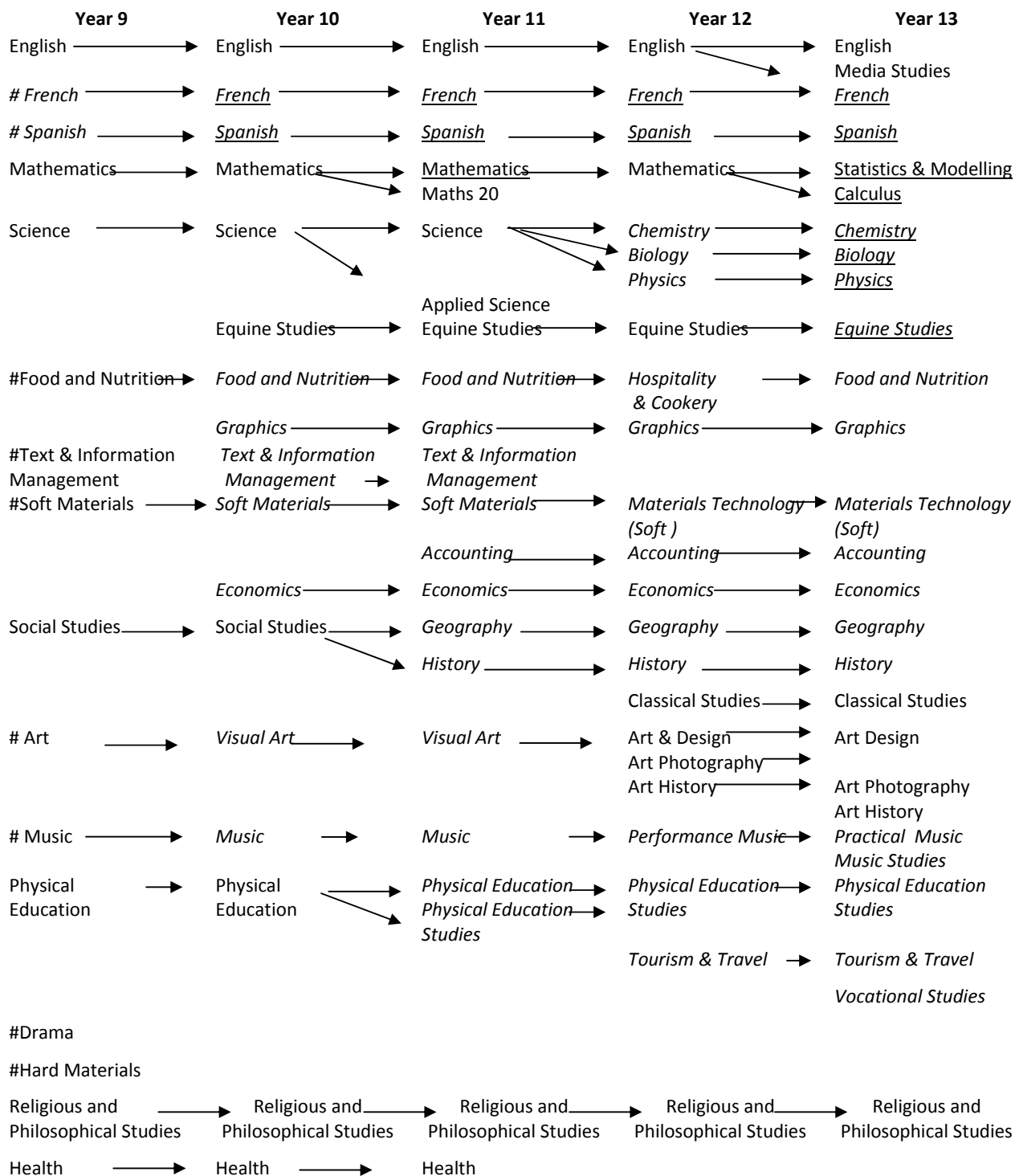
If any student's mufti is not of a high standard she will be asked to wear best uniform.

21. SCHOOL CALENDER - 2010

January	31 st	Earliest arrival date for Year 9-10 International Students
February	1 st	Orientation Day new Year 9 and 10 students
	2 nd	Orientation continues Years 9-10 Earliest arrival date for Year 11-13 International students
	3 rd	Term One Starts
	6 th	Waitangi Day holiday
April	1 st	Last day of Term One
	19 th	Term 2 starts Orientation at 8.30am for Term Two new International Students
June	7 th	Queen's Birthday holiday
July	2 nd	Last day of Term Two
	19 th	Term Three starts Orientation at 8.30am for Term Three new International Students
September	24 th	Last day of Term Three
October	11 th	Term Four starts
	25 th	Labour Day holiday
November	TBC	Seniors on leave for NCEA Exam preparation
	TBC	NCEA Exams for Year 11, 12, 13
December	10 th	Last day of Term Four for whole school

22.

SUBJECT PLANNING CHART 2010



Notes:

1. All students in the senior school will be completing standards on the National Qualifications Framework including the National Certificate of Education at Level 1,2 and 3.
2. Years 12 and 13 students can also study towards the International Baccalaureate.
3. Courses in the senior school may not run where there are insufficient numbers.

Key:

Optional Studies are shown in italics.

Underlined subjects cannot be started at this level.

These subjects are taken for part of the year only.

23. EXTRA CURRICULAR ACTIVITIES

The following sports and cultural activities are available at Nga Tawa Diocesan School. If you are interested in doing any, please state these in the International Student Application.

SPORT	All String Instruments
Athletics	All Woodwind Instruments
Badminton	All Brass Instruments
Basketball	Chapel Choir
Cross Country	Rockband Groups
Cricket	House Music
Golf	House Music Individual Competition
Hockey	Kapa Haka
Netball	Choral festival
Rock Climbing	Model United Nations
Snowboarding	Wearable Arts
Skiing	Debating Teams
Soccer	Duke of Edinburgh
Swimming	Shakespeare – Sheila Winn
Tennis	Speech and Drama Lessons
Rowing	House Drama
Smallbore Rifle -Targeting Shooting	Junior Public Speaking Competition
Squash	Junior Drama
Equestrian	National Speech & Writing Competition
Equestrian Interschool	Trinity College Speech Examinations
New Zealand Dressage	Scholars Society
North Island Dressage	Young Enterprise (Business Entrepreneurship)
Softball	New Zealand Speech Board Speech Examinations
Aerobics	Photography Competition
CULTURAL	Contemporary Dance
Chamber Music	Ballet
Chamber Orchestra	
Orchestra	
Sioree	
Trinity & Royal School Music Examinations	
Voice	
Drums	
Piano	
Harp	
Guitar	
Electric Guitar	
Acoustic Guitar	
Key Board	