

Please complete this form plus the Application form

Out of Zone Application Form 2019

This form should be completed by those wishing to enrol at Bucklands Beach Intermediate who do not reside within the school's home zone. It should be attached to the standard school Enrolment Form and returned by **3.00pm on Wednesday 5 September, 2018**. The ballot, should it be required, will be **Wednesday 12 September 2018**. Applicants will be notified by mail.

CHECKLIST

- I have enclosed:
- Out of zone form, including details requested
 - Application form signed
Please provide a photocopy of the following documents:
 - Proof of NZ Residence as per Application Form (NZ Birth Cert, Passport etc)
 - Full School Report (latest 2018 mid year, or end of 2017 accepted)

STUDENT'S FIRST NAME(S)

LAST NAME (SURNAME)

ADDRESS

POSTCODE

PHONE NUMBER

EMAIL ADDRESS

SCHOOL CURRENTLY ATTENDING

Details of older brothers or sisters who have attended Bucklands Beach Intermediate.

Name

Dates of Attendance

Name

Dates of Attendance

Name of Parent who attended BBI previously *(if applicable)*.
(If married please give your maiden name also)

Year/s attended

Please attach proof of attendance e.g. Yearbook photo, copy of school report, certificate etc.

Parent/Guardian's Signature

Date

NB: Please ensure enrolment form and other relevant documentation is attached.

The following enrolment scheme is in place:

The Secretary of Education has given written notice that the Secretary is satisfied that there is likely to be overcrowding at the school unless an enrolment scheme is put in place. The enrolment scheme in force is as follows:

As of right, all prospective students whose place of current residence is within the area defined below as the "Home Zone" have a right of attendance at Bucklands Beach Intermediate School:-

Bucklands Beach Peninsula to Mellons Bay valley including all side roads to the intersection of Gills Rd and Bleakhouse Rd round-about, along Gills Road (both sides) excluding the roads on the Highway side of Gills Road but including Bain Place, through to Pigeon Mountain Road (both sides), excluding all roads to the west of Pigeon Mountain Road and ending at the water. Map attached.

Selection of applicants who live outside the home zone

The order of priority for applicants who live outside the school's home zone, should places be available, is as follows:

- **first priority** - must be given to any applicant who is accepted for enrolment in a special programme run by the school; *(This priority 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 any applicant who is the sibling of a current student of the school;
- **third priority** must be given to any student who is the sibling of a former student of the school;
- **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 of 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;

School Zone Street Names



Adonis PI
 Ara Tai PI
 Argo Dr
 Aylmer Court
 Bain Place
 Basilton CI
 Bleakhouse Rd
(No 65 onward in 0-62, 63 out)
 Bretton Lane
 Britannia PI
 Bucklands Beach Rd
(1 to 343 is in & 2 to 340 is in)
 Burford Place
 Camwell CI
 Charles Dickens Dr
 Clovelly Road
 Colleen Norma PI

Colmar Rd
 Colum PI
 Compass Point Way
 Copperfield Tce
 Cornelian
 Devon Road
 Diane Louise Dr
 Dorrit Lane
 Dorrington PI
 Eastern Beach Rd
 Embling PI
 Endymion PI
 Ervine PI
 Etherege PI
 Galsworthy PI
 Ganymede PI
 Gardenia Gr

Gibson Rd
 Gillard Place
 Gillis Road
 Glenn Andrew Dr
 Glenoaks Rise
 Gulf Cresc
 Half Moon Rise
 Haseler Cresc
 Hattaway Ave
 Hostel Access Rd
 Icarus PI
 Jandell Cresc
 Janome PI
 Jern Place
 Jill Theresa Cres
 Kanieri PI
 Laings Rd
 Loloma Dr
 Luana Way
 Luke PI
 Lynton Rd
 Macleans Rd
 Malloy PI
 Mander PI
 Marina Heights
 Mark Edward Dr
 Markham Place
 Maugham Dr
 McCrystal Ave
 Micawber PI
 Mimosa PI
 Morrow Ave
 Murvale Dr
 Musick Pt Road
 Nickelby PI
 Oakwood Grove
 Oliver Rd
 Oliver Twist Ave
 Page Point
(includes 25A, B, C, D, E)

Patros PI
 Pederson PI
 Pegasus PI
 Pickwick Pde
 Pigeon Mt Rd
(No 0-56 even, 1-61 odd in)
 Pinero PI
 Poseidon PI
 Priestley Drive
 Proteus PI
 QuedleyCourt
 Richard Ave
 Rogers Rd
 Seaspray Dr
 Sorrell Cresc
 Sunderlands Rd
 Takutai Ave
 Te Akau Cresc
 The Esplanade
 The Parade
 Thurston PI
 Udall PI
 Vanbrugh PI
 Villa Court
 Vivian Wilson Dr
 Waller Ave
 Wells Rd
 Wharf Rd
 Whitcombe Rd
 Wycherley Dr
 Yacht PI



Whaia te Tikitiki

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IN ZONE In order to be considered 'In Zone' the student must live permanently at the address with at least one parent. NB: Shared accommodation with other families is not accepted as 'In Zone'.

Application for 2019 Enrolment

IN ZONE OUT OF ZONE Please complete for both in zone and out of zone.

Due date for in zone students is Wednesday 5 September, 2018

A: STUDENT DETAILS

PLEASE NOTE: All field's must be filled in completely

Student's First Name: _____ Middle Name: _____

Last Name (Surname): _____

Preferred Name _____

Gender (Please tick) Male Female

Date of Birth / /

Name of sibling who has attended BBI previously (if applicable) _____

Year/s attended _____

Name of PARENT who has attended BBI previously (if married please give your maiden name) _____

Year/s attended _____

B: ETHNIC BACKGROUND - Please select one

European/Pakeha Japanese Chinese Korean

British/Irish Indian Fijian Indian

Pasifika (eg Tongan, Fijian, Samoan etc...) (Please specify)

NZ Maori (Please specify) Iwi

Other European (Please specify nationality)

Country of Birth _____ Date of arrival into New Zealand / /

Student Visa Expiry Date / / Work Permit Expiry Date (Parent) / /

Is English the language your child first spoke? Yes No

If "No" state what language _____

If "No" what is their present level of English? Beginning Developing Confident

C: LAST SCHOOL ATTENDED

Bucklands Beach Primary Mellons Bay Macleans Primary Pigeon Mountain Primary

Other (NZ Name of School) _____

Overseas Country (Name of School) _____

Overseas Student - Number of years educated in a NZ school _____

Date First Started School in N.Z. / / < Please complete

D: RESIDENTIAL ADDRESS OF STUDENT

Home Address _____ Postcode _____

Home Phone Number _____ Parent Email (for newsletter and information) _____

Student Lives with Both Parents Mother Father Other (specify) _____

Do both parents have legal access to child? Yes No (If No please contact school office with details)

CHECKLIST

Please provide a photocopy of the following documents: (A charge of 50 cents per copy will apply if not supplied.)

2 forms of ID (Please note a Rates invoice will not be accepted)

- Photocopy of latest electricity and
- Photocopy of telephone/internet account, or bank statement, to show proof of address (in zone students only)

(NZ Citizens) Copy of NZ Birth Certificate or NZ Passport (showing date of birth)

Photocopy of latest school report. If this is in a language other than English, a copy of the translation must be included. **NB Reports must be on an official school template with the school logo, and the school leader's signature.** (latest 2018 midyear, or end of 2017 accepted)

IF NOT BORN IN NEW ZEALAND – additional requirements are:

Copy of passport showing proof of NZ Residency plus date of birth

(Resident Permit Number)

Copy of parent/caregiver's Work Visa PLUS student visa if applicable

(Work Visa Number)

FOR APPLICATIONS RECEIVED

AFTER THE BALLOT, please supply these **ADDITIONAL** copies:

Copy of Sale and Purchase Agreement OR Rental agreement through a Registered Real Estate Agency ONLY. Copy of Bond Lodgement with the Tenancy Tribunal Services

APPLICATIONS CANNOT BE ACCEPTED UNLESS THE ABOVE DOCUMENTS ARE SUPPLIED

FOR OFFICE USE:

Received and checked at office by _____ (initial)

Interviewed by Deputy Principal _____ (initial)

Room allocated by Deputy Principal _____

E: PARENT DETAILS

Mother's Name (Surname) _____ (Given Names) _____

Mother's Address (If different from child's) _____

Mother's Work Phone No _____ Mobile No _____

Email _____

Father's Name (Surname) _____ (Given Names) _____

Father's Address (If different from child's) _____

Father's Work Phone No _____ Mobile No _____

Email _____

If the above does not apply please supply details. (Legal documents will be required)

F: EMERGENCY CONTACT DETAILS (Only used in an emergency if neither parent can be contacted)

Emergency Contact Person (Name) _____ Relationship to Student _____

Address _____ Emergency Contact Phone No _____

G: MEDICAL/LEARNING SUPPORT

Has your child received learning support at school? Yes No

If **yes**, please tick/state the type of support:

Reading Recovery RTLB ORRS SLS Moderate Needs Contract
 T. Aide RTLit ESOL Other (state).....

Comments _____

Does your child have any health, learning or emotional support needs? Please state below and supply relevant documentation.

Please indicate if your child is affected by any of the following:

ADHD Allergic to Bee Stings Asthma Inhaler Required
 Epilepsy Diabetes Eczema Food Allergies

Please supply any relevant reports. i.e. Educational Psychologist _____

Do you give permission for your child to be given "Panadol"? Yes No

Name of Doctor _____

- In terms of the Privacy Act, I understand that the information contained in this form is essential information the school holds on my child. I approve the forwarding of information when my child transfers to another school, including name and address on request to a potential secondary school, and that my contact telephone number and address to be made available to the PTA (Parent Action Group - PAG) or Board of Trustees as required.
- The information contained in this enrolment form may be shared with the Ministry of Education.
- I agree to support my child to comply with School Regulations and Policies. I understand that learning support, guidance, discipline and conduct will be dealt with following the school's Policy and Procedure. I also understand the school will take action on my behalf in case of sudden illness or injury. I give permission for my child to leave the school grounds for supervised activities, within 2Km radius of the school, and including non water based activities at Eastern Beach.
- I give permission for my child's photo to be used in school based publications e.g. web site, newsletter, Facebook etc.
- I acknowledge that the information given in this Application for Enrolment is true and correct and that the student is permanently living at the address given.

Signed

(Parent/Guardian)

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Date Specific Information for 2019

Start date for 2019 and information

We expect students to commence school on **Monday 4 February 2019**. Year 7 at 8.40am and Year 8 at 9.00am. All students should assemble outside the school hall at that time. It is not necessary for you to be with your child on the first day, however, you are welcome to be there if you wish. If for some reason your child is unable to commence school on this date you should forward written notification to the school office prior to the end of this school year. Places will not be held for students who have not given written notification and a reason for absence.

School Hours

8.40am	School commences
10.30 – 10.50am	Interval
12.45 – 1.40pm	Lunch
3.00pm	School finishes

2019 Term Dates for Bucklands Beach Intermediate School

Monday 4 February to Friday 12 April
 Monday 29 April to Friday 5 July
 Monday 22 July to Friday 27 September
 Monday 14 October to Wednesday 18 December (12 noon)
 Thursday 19 December Teacher Only Day

Enrolment Dates

Due date for in zone applications

Wednesday 5 September 2018.

Closing date for out of zone applications

Wednesday 5 September 2018.

Ballot date for out of zone enrolments

Wednesday 12 September 2018

Parents will be notified in writing of the ballot results.

New Parents' Evening

A meeting for parents of 2019 students will be held in our hall commencing at 7.00pm on Wednesday 21 November 2018. Here we will outline the school's goals and objectives and clarify issues related both to programme and policy.

We will be speaking about the Digital Device Policy and any questions regarding this.

Information about Camp for Year 7 students will also be given. Parents will be able to register their interest as parent helpers if they wish to do so.

We encourage all parents to attend even if you have had other children pass through our school.

Digital Classroom

Application Forms for a Year 7 Digital Classroom will be available at the New Parent Evening and must be received by 3pm on Friday 30 November 2018.

Orientation Day

An orientation tour of the school will be arranged for new students and parents wishing to visit on **Friday 23 November 2018**.

- 9.00am – 10.00am - Macleans Primary, Bucklands Beach Primary and Owairoa Primary students
- 11.00am – 12 noon - Mellons Bay and Pigeon Mountain Primary students
- Students from other schools may visit at either time of 9.00am or 11.00am. There is no need to register – come along on the day.

Education Outside the Classroom

This school has had a long and very successful involvement in Outdoor Education.

Our policy is to involve, if possible, all Year 7 students in a school camp in their first term with us. In this way, maximum benefits can be gained from the experience.

Three camps at Administration Bay on Motutapu Island will be held in Term 1 2019.

Dates are:

Camp 1	Saturday 9 March to Wednesday 13 March
Camp 2	Wednesday 13 March to Saturday 16 March
Camp 3	Tuesday 19 March to Friday 22 March

The cost of the camp will be approximately \$320. This amount is payable before students go away on camp. Should parents have financial difficulties associated with the payment of these fees, they should speak in confidence to the principal.

In order to meet our safety standards we will be seeking parent support to accompany classes on these visits. Our experience has shown that parents who do go find it a very worthwhile experience. The camp helper sign up form will be sent home in the first week of school. The first meeting for parents will be held on **Wednesday 20 February 2019** to find out more about camp.

Students will also have opportunities to participate in field trips associated with class programmes during the year. These are seen as an important aspect of a particular study and it is hoped all students can participate.

Newsletters

Newsletters are posted on our website on the 1st of each month. Please make a note in your diary to check your emails at the beginning of each month.

Parent Action Group

We do not have an official PTA at our school. We prefer to have a group of people who are willing to help out. A notice will go out early in the school year asking for volunteers for a number of happenings at school.

We really need extra parent help in running our Second Hand Uniform shop. If you are willing to help out please email office@bbi.school.nz with your details.

Useful Information

Office hours during the school holidays

The office will close at 12 noon on Monday 17 December 2018. The office will be open from Wednesday 30 January to Friday 1 February 2019 between 9.00am and 12.30pm for enrolments. (First day of school will be Monday 4 February 2019.)

KAMAR Portal

We have been working on developing our Student Management System to enable parents to pay stationery, camp, sporting fees and any activity fees etc. online directly through our Kamar system. You will be sent a letter on your acceptance to our school with a unique code to log into this system.

Stationery

All students will be issued with a stationery list on the first day of school. (The stationery list is not available before then.)

All students should be prepared on the first day with a writing pad, pen and pencil to enable programmes to begin promptly.

We endeavour to keep the stationery cost to parents as reasonable as possible by purchasing packs in bulk.

The stationery packs will be distributed through classes from the second day of school. The packs will not be available for sale at the office. Parents are also welcome to purchase stationery from retail shops of their choice after the list has been distributed. (This will be explained fully on the stationery list.)

Caps and Hats – A plain navy cap or hat is compulsory wear during summer. These are available from John Russell Schoolwear.

Footwear – Black leather lace up “school shoes” (low heels). Shoes may be ankle strap. Black Roman or similar sandals. See website for details.

Student Information – Please ensure the office is notified immediately with a change of address or home or work telephone numbers. This is extremely important for the safety of students.

Student Café – This facility is open before school for students to place lunch orders or to purchase breakfast. It is also open at morning interval and lunchtime where a large range of products can be purchased.

Bus Route

The school bus leaves the BBI bus bay at 3.20pm and travels along Bucklands Beach Road, Clovelly Road and into Hattaway Ave continuing through Howick and out to Botany.

There are several buses that leave from the BBI Bus Bay, or from the bus stop outside the school on Bucklands Beach Road. For more information please contact A.T. (Auckland Transport). These are for both school buses and public buses.

www.AT.govt.nz/bus-train-ferry/timetables/school-timetables/bucklands-beach-Intermediate

Information Centre

Our information centre is open from Monday to Friday 8-8.30am and 3.15 - 4.30pm. Students are welcome to use the centre before or after school. This is an ideal opportunity for students who may not have access to a computer at home, or who may need additional access to research material. We have a very valuable resource, which we would like to see being fully used. Students wishing to stay after school need a note stating they have your permission to be late home. This note can be for one day or you can give ‘on-going’ permission to avoid the necessity of having to write a note on a regular basis.

End of Year Second Hand Uniform Sale

The second hand uniform shop will be open for selling uniforms in the afternoon of:

Tuesday 18 December 2018 between 12.00pm to 1.00pm and Thursday 31 January 2019 between 12.00pm to 1.00pm in the Performing Arts Centre. Please note only cash or cheques can be used - no Eftpos.

(The uniform shop will be purchasing uniforms in readiness for the sale on Tuesday 18 December 2018 and Thursday 31 January 2019 between 10.00am - 11.00am).

The school web site will show dates and times for the Second Hand Uniform shop.

Second Hand Uniform Dates for 2019

Time: 8.15 – 8.45 am and 3.00 – 3.30pm.

Every **Tuesday** during each term.

New Uniforms

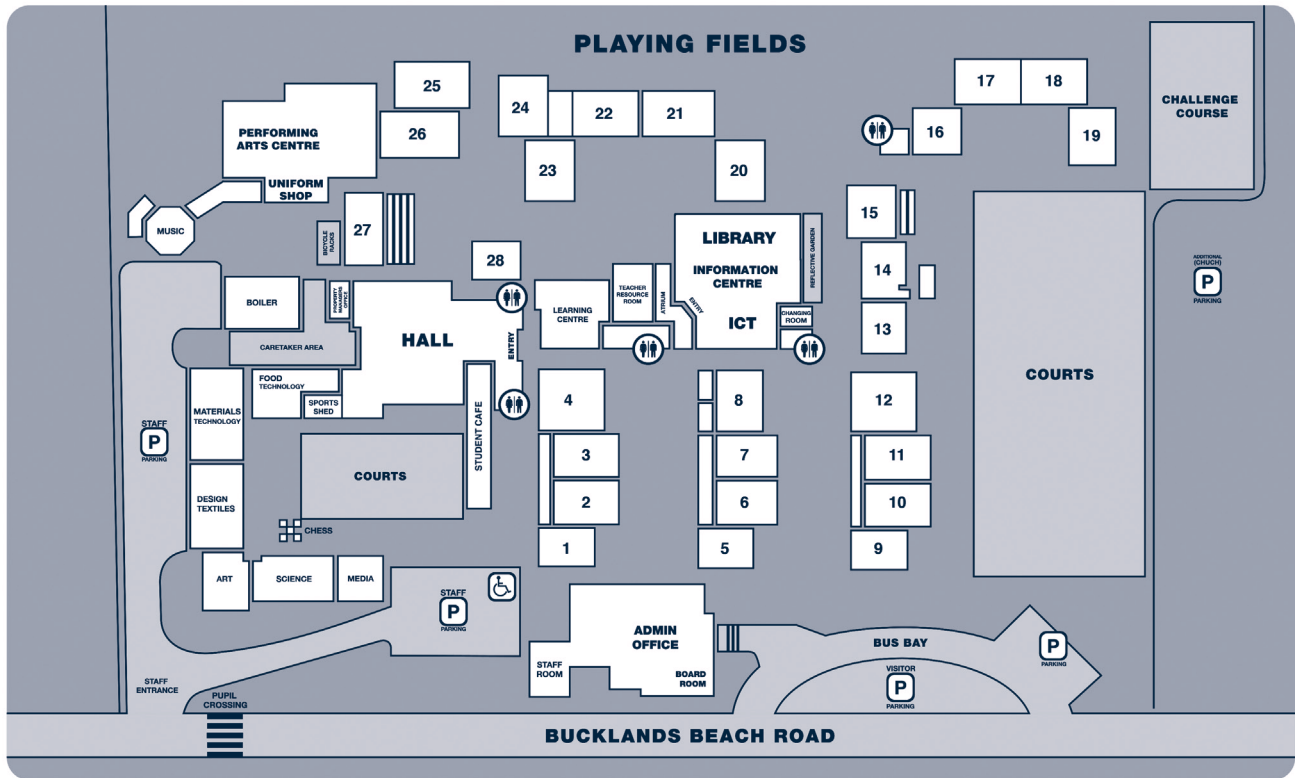
Can be purchased from John Russell Schoolwear, 9 Moore Street, Howick. Telephone (09) 534 9373.

website: www.johnrussellschoolwear.co.nz



BUCKLANDS BEACH
INTERMEDIATE SCHOOL

LOCATION GUIDE



BF-1806 June 2015

www.bbi.school.nz

247 Bucklands Beach Road, Bucklands Beach

Auckland, New Zealand

Phone: (09) 534 2896, Fax: (09) 534 2876

Email: mailbox@bbi.school.nz

