



2025

WELCOME TO

PŪKEKO TAHI

MEET YOUR KAIAKO

Courtney McCulloch

Pūkeko Tahi Year 0/1 Kaiako

courtney@teaomarama.school.nz



Kia ora, ko Courtney tōku ingoa. My name is Courtney, and I have been teaching for 11 years. I began my teaching career in Early Childhood Education but was fortunate to transition into primary school, where I have been teaching juniors for the past nine years.

My husband, Matt, and I have a 6-year-old son named Beau. As a family, we enjoy visiting playgrounds, listening to music (especially musicals), swimming, board games, traveling, and having hot chocolate dates.

I am passionate about teaching and love incorporating lots of fun, drama, and music into each day! I'm really looking forward to being part of your child's learning journey this year. It's an exciting milestone, and I can't wait for all the fun, learning, and laughter ahead.

Need support
transitioning to school?
No worries, watch me
read you a story!

Scan the QR code



To hear my teacher read a story

MEET YOUR KAIAKO

Teina Neha

Pūkeko Tahi Year 0/1 Kaiako

teina@teaomarama.school.nz



Kia ora!

Ko Teina Neha tōku ingoa, and I am absolutely thrilled to be teaching your tamariki in Pūkeko Tahi this year! My journey in education started in 2018 as a teacher aide, and my passion for teaching led me to complete my Bachelor of Primary Teaching (2021-2023). I have a huge love for sports and enjoy stepping into coaching roles at our school. Over the past few years, I've had the privilege of coaching our Year 5-6 basketball and volleyball teams, and I'm excited to continue in 2025! In 2023, I completed my final practicum at Te Ao Mārama in Pūkeko Tahi, where I had an incredible experience. I then worked with Year 5-6 in Kahu Tahi, which was such a rewarding time. Now, I'm beyond excited to return to the junior years and can't wait for all the learning, growth, and fun ahead! Outside of teaching, you'll find me staying active and getting involved in anything sporty! Looking forward to an amazing year together!

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DAILY TIMETABLE

TERM ONE



Whānau Time (8:40am)

Structured Literacy

Snack Time

Structured Literacy

Outside Play

Lunch Time

Maths

Takaro/Explore Time

Outside Play

Afternoon Tea

Storytelling/Oral Language

P.E/Mindfulness/Art

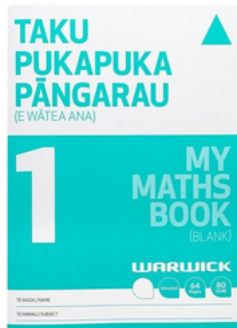
Whānau Time (2:20pm)

Home time (2:30pm)

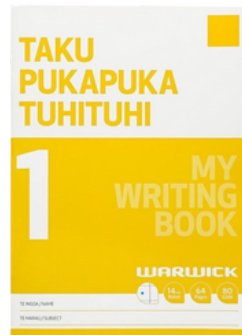
ORDERING STATIONERY

Please order from the Pūkeko Tahi list on the Office Max website. We have carefully chosen all of the items on the list – so please **only purchase the specific items and brands we have selected**. From our experience, they are the best quality and have the most longevity.

Remember to order a book bag



x1



x2



x2



x3



x4



x1



x1



x4

SCAN ME



Scan the QR code to place your order online



WHĀNAU TIME

We have a special 15-minute Whānau Time at the beginning and end of each day. Families are always welcome to join us for these moments, and we kindly ask for your support with the following:

Join us on the mat or nearby:

Please sit with your child on the mat or on a chair close by. We need to keep the doors and walkways clear.

Model good listening:

Help your child stay focused by modelling good listening skills and refraining from chatting with other adults while the teacher is speaking. These moments are a wonderful opportunity to share in your child's day, connect with our school, and learn more about our routines. From our experience, a "kiss and go" drop-off in the morning works best, with whānau joining us for the afternoon session.

If your child finds morning drop-offs challenging, please feel free to chat with us so we can work together on a smooth and easy "kiss and drop" approach.

Thank you for your support and for being part of our Whānau Time!

HELPFUL HINTS ✓

HOME LEARNING

We have home learning books that will go home each day.

Your child will have things related to their learning added into this book,

however this will **not** be daily.

Some things will be added that need to be revisited regularly at home, and some are one off activities.

Please note, home learning is completely **optional** at our school, however we do encourage 5-10 minutes of practise from their home learning books where possible.



BOOK BAGS



Book bags will be used to transport any important notices, students home learning books and classroom readers. Please make sure it **comes to school daily**, as we cannot send home readers or home learning without the book bag.

Sometimes it may come home empty, but it is important to pack it, and check it every day.

TOYS

We are so lucky to have so many wonderful toys and resources in our classroom to enjoy! With that said, **please make sure all home toys, stay at home.** We cannot be responsible for any home toys going missing or being damaged. Thank you so much for your understanding.



EATING TIMES

We have 3 eating times every day.

snack, lunch, afternoon tea

Please provide enough food to cover each of these eating times.

Please also provide a drink bottle with **water** every day.



HELPFUL HINTS ✓

SPARE CLOTHES



Please provide a full set of spare clothing in a wet bag in your child's bag every day.

t-shirt, pants, undies, socks.

It is also important to name all clothing that is worn at school (including shoes) as it's much easier to find if it gets lost.

Also, in TERM 1 and 4, please pack a hat for the hot summer days.

LUNCH ORDERS

Every Friday, we have lunch orders delivered to school. These rotate through: Pizza, Subway, Sushi, Fish and Chips or a Rice Dish. You can order these for your child via the KINDO APP (more on Kindo and school apps later in this brochure)

SCHOOL BELL TIMES

Our school day begins at **8.40am and finishes at 2.30pm**, however, students are welcome to arrive anytime from 8.20am.

At 8.20am, you will hear the sound of birds singing, this signals to students they can enter the classroom. They will then have 20 minutes before the music plays to signal whānau time. To ensure your child has a smooth transition each morning, please arrive with plenty of time to put belongings away and complete morning tasks.

We finish our day at 2.30pm. All parents/caregivers need to be on school grounds, ready to collect their children at 2.30pm.

If you are finding it hard to get to arrive on time, we have 'After School Care' on site that you can book – scan the QR code to make a regular or casual booking.





EXTRA INFORMATION

Appointments

Try to let your child's Whānau Teacher know ahead if you plan to take your child to appointments during school hours. Collect your child from Pūkeko and then sign them out at the school office.

Cultural

Considerations

Please let the team know if there are considerations that need to be adhered to especially in and around food in our Maker Space.

Food Allergies

Please speak to us directly and as soon as possible if your child has any food allergies we need to be aware of.

You then need to inform the office so the appropriate Care Plan can be put into place.

Absences

All absences must be reported to the school office by either the **Hero** app,

Phone (07 595 0595 - option 1) or

Email - absences@teaomarama.school.nz

If your child has experienced a stomach virus, we kindly ask that you keep them home for 48 hours after their last episode of vomiting or diarrhoea. These bugs are highly contagious and can quickly spread to other students and staff, including your child's teachers. Thank you for helping us maintain a healthy environment for everyone!



BEING SCHOOL READY

As we prepare for the start of school, it's important to encourage independence in your child. Building these key skills will help your child feel confident and ready to tackle their school day:

Opening Lunchboxes and Drink Bottles:

Ensure your child can independently open and close their lunchbox and drink bottle to enjoy their food with ease. Opt for a single lunchbox rather than multiple small containers to keep things simple.

Tip: Yogurt pouches can be tricky – pre-twist them for easier access.

Dressing themselves:

Encourage your child to dress themselves each day. Choose shoes they can slide on easily or that have velcro if they cannot yet tie shoelaces.

Taking off jumpers can be tricky too, make sure you choose one that isn't too snug and will be easy for them to remove on their own.

Toileting themselves:

Please support your child in being independent when using the toilet.

This includes:

undressing, dressing, wiping correctly, flushing and washing their hands.

Belongings:

Encourage your child to take responsibility for their own belongings by carrying their bag into the classroom and managing their items. This fosters independence and helps them develop important self-management skills. Support them by teaching them how to pack their own bag and care for their things.

IMPORTANT APPS

HERO

Hero is an online sharing platform that we utilise for all our communication and reporting.

Once your child has started at Te Ao Mārama, you will have access to their Hero account using the email address you have provided us.

With Hero you can:

- Read and comment on learning stories about your child
- Create posts about your child's achievements, interests and experiences from home,
- View information on your child's progress and goals,
- Read and comment on school notices sent to the class or groups your child is part of – respond to school notices such as surveys and trip permission requests
- View school term dates
- View a school calendar of events
- Notify the school if your child is absent or late

KINDO

All school payments (including sports fees, school donations, activity fees, school trips) can be paid quickly & easily through Kindo. Kindo is most easily utilised through their app.

[More information on accessing Kindo & Hero can be found here.](#)



Hero by LINC-ED (4+)
Making Education Heroic
LINC-ED
Designed for iPad
#23 in Education
★★★★★ 3.5 • 30 Ratings
Free



myKindo (4+)
making payments simple
The Growth Collective Limited
#34 in Shopping
★★★★★ 3.4 • 9 Ratings
Free