

School Hours  
8.30 - 2.25  
Morning Tea  
10.10 – 10.30  
Lunch time  
12.00 - 12.50

Office Hours 8.30  
-2.30

Website:  
[www.paparoa.school.nz](http://www.paparoa.school.nz)  
Text 021 08686606  
Skooloop: Paparoa School  
Facebook:  
[facebook.com/paparoa.school](https://facebook.com/paparoa.school)

# Paparoa School

14 Franklin Rd  
Paparoa 543  
[www.paparoa.school.nz](http://www.paparoa.school.nz)



Ph: 09 431 7379  
[admin@paparoa.school.nz](mailto:admin@paparoa.school.nz)  
[principal@paparoa.school.nz](mailto:principal@paparoa.school.nz)

Note  
the  
date....

Na to mahi kaha ka whiwhi ai – Success Through Effort

## School Newsletter Term 1 Number 3 2022

**February 09** Swimming  
with Kirsty Hamlin  
**February 10** Football in  
Schools  
**February 28** BoT meeting  
**March 11** School  
Swimming Sports  
**March 25** School Triathlon

Dear Parents and Caregivers,

1. We welcome more new students into our school this year. Grace Evans, Te Paea –Rose and Amaiah-Leigh Shelford are new students in Room 1. We welcome them and their families into our Paparoa School Community.
2. We had a fire drill last week. It took 4 minutes from the time the alarm was raised till when all students were safely on the field and accounted for. This was a good result. We will continue with emergency drills over the term. Please ask your children about these and explain that it's a "just in case" activity. We don't want them unduly worried, but do want them alert when needed.
3. Swimming is going very well, thankfully we have such a great pool in this hot muggy weather. We especially thank Dan Dare and Andrew Hames for helping with the care of the pool.
4. Attached is our school's Covid 19 Plan of Action should one of our staff or students get sick. Basically we want to keep the school open for as long and as much as possible and are working towards this end through hygiene, mask wearing, safe distancing and keeping within our school bubble, with no visitors invited into the school. If one staff member gets sick or has to isolate, we will cover between ourselves. If 2 do, then we would most likely need to move to online learning. (These packs are all ready to go and our virtual classrooms are set up.) If a student gets sick or has to isolate, we will be instructed by the DHB about who else has to isolate, and everyone else can come to school. We will always keep you informed about what is going on. Many, many thanks to all the parents and caregivers who are supporting their children and our staff through this tricky time.

Warm regards,  
Rosie Ellis

Please order stationery urgently.  
This is through the Office. 431 7379

All information about our buses :  
<https://song.easybus.nz>

Lunches by Libelle.  
These have been really awesome this year. 2  
sizes of meals, very fresh and tasty. Well  
worth a try again.

*From the Paparoa School Board*

*09 February 2022*

*Dear Parents and Caregivers,*

*Welcome to our 2022 school year. A special welcome to our new families.*

*We hope your time at our school is happy and fulfilling.*

*Changes at School:*

*We thank Hanna Stevens for her work as our school administrator over the last nearly 7 years. Hanna has been instrumental in managing our school's administration and getting fundraising going so successfully. Possum Purge has been her special gift to our school. We wish Hanna all the very best in her future endeavours.*

*The school secretary's position is currently being advertised and will hopefully be settled by March. We thank Mrs Mary Stevens who has stepped in to help the school out.*

*The recruitment process for appointing our new Principal is underway. The advertisements will be out next week, and applications called for.*

*As there were no objections to appointing a new board member, the Board has selected Millie Kenyon onto the Board until the next election which will be in September 2022.*

*After our Public Meeting held in December 2021, it was agreed that the Board would alter our Constitution so that 3 elected members would be needed to form our Board.*

*Warm regards,  
Hayley Hutton  
Board Chair*

### School Secretary position

Paparoa School is looking for a new school secretary, to commence in March. This position is for 26 hours a week, commencing at 8.15 and finishing at 2.30.

Required skills are :

Friendly and effective receptionist who enjoys working with parents, caregivers and children.

Skilled at preparing newsletters, website updates, social media and documents

Manage the finances of the school - payments, invoicing, report writing.

Collaborative team player who supports other staff members.

Able to carry out Office duties efficiently. Other duties as required.

Training available. Pay Rate depends on qualifications and experience.

Please apply by email

to [principal@paparoa.school.nz](mailto:principal@paparoa.school.nz). A job description and application form will be sent to you.

Include a cover letter, your CV and the name of 2 professional referees. Position closes on 18 February 2022.



