



## Information for Beginning of 2024 School Year

### Dear Parents and Caregivers

We trust this information will help make the transition into our 2024 academic year easier for you and your son. We particularly welcome our new students for next year and look forward to you joining our St Thomas' community. Please take a little time to check through the following information so you are ready for the new school year.

### Pre-ordered uniforms will be available for pick-up on the following dates:

**Surnames A-H:** Monday 22 January from 9.30 am – 11.30 am & 1.00 pm – 2.30 pm

**Surnames I-R:** Tuesday 23 January from 9.30 am – 11.30 am & 1.00 pm – 2.30 pm

**Surnames S-Z:** Wednesday 24 January from 9.30 am – 11.30 am & 1.00 pm – 2.30 pm

*If you are unable to come on your allocated day, please don't call or email, just pick another day; although it is **really** appreciated if you do come on your allocated day.*

**All uniform must be paid for before it can be picked up.**

### Exchange of Uniform Days

Thursday 25 January 9.30 am – 11.00 am

Friday 26 January 9.30 am – 11.00 am

The uniform room will be open for **last minute purchases before the school year starts** on:

Monday 29 January 9.30 am – 11.30 am, 1 pm – 2.30 pm

Tuesday 30 January 9.30 am – 11.00 am, 1 pm – 2.30 pm

Usual uniform hours will commence **Wednesday 31 January**. These are:

Mondays 8.15 am – 12 pm

Wednesdays 1.30 pm – 3.30 pm

### Term Dates 2024:

Term 1: Wednesday 31 January – Friday 12 April

Term 2: Monday 29 April – Friday 5 July

Term 3: Monday 22 July – Friday 27 September

Term 4: Monday 14 October – Wednesday 11 December

### **BELL TIMES**

School commences	8:30 am
Interval	10:20 am to 10.40 am
Lunch break is from	12.20 pm to 12.50 pm
School finishes each day at	2.30 pm

### **Important dates:**

**Tuesday 5 December 2023:** New Māori whānau BBQ – Te Hāpua Halswell Pool

**Monday 29 January 2024:** New Pasifika families BBQ - Te Hāpua Halswell Pool

### **Tuesday, 30 January 2024:**

New student orientation (uniform to be worn): 9.30 am – 12 pm - Te Poho (School Hall)

New parent orientation evening: 5 pm – 7 pm - Te Poho (School Hall) – *invitation below*

Course confirmation for seniors: Year 11 & 12: 9 - 11 am, Year 13: 1 - 3 pm

### **Wednesday, 31 January 2024:**

All students attend in full school uniform

8.30 am	Students to assemble in the quad. <b>New students</b> to assemble on the grass at front of school so we can welcome you to the school with a mihi whakatau
9.00 am	Mihi whakatau (Parents are invited to join us)
2:30 pm	School finishes

### **Thursday, 1 February 2024:**

First day of timetabled classes

### **Friday, 2 February 2024:**

Normal school day

### **Tuesday, 6 February 2024:**

Waitangi Day, school closed

### **Summer Sport**

Students hoping to participate in summer sports need to begin to think about what sport to choose. Please be aware that registration is held early in Term 1. Our Sports Coordinator contact is Daniel Kahura [dkahura@stc.school.nz](mailto:dkahura@stc.school.nz)

## School Fees

For your information, our attendance dues (compulsory) and contribution fees (donation) for 2024 are stated below.

Fees are used to meet our obligations, to provide for our building plan, to have sufficient resources and provide activities for students. We encourage you to arrange an automatic payment through your bank. The account number for payments is 03 0802 0910911 00. Please reference with your son's name. If you are experiencing hardship, then please contact our Bursar, Jackie Redmond, [jredmond@stc.school.nz](mailto:jredmond@stc.school.nz) and we will arrange a suitable payment plan for you.

### 2024 Fees:

Attendance Dues:	\$839.50 (inc.GST) per student
Catholic Education Contribution:	\$ 60.00 per student
School Resources & Infrastructure Contribution:	\$850.00 per student
School Building Contribution:	\$300.00 per student
Legacy Network Annual Contribution:	\$ 40.00 per student

There are some subjects that attract a fee for materials used. The school resources contribution, Catholic Education contribution and building contribution are tax deductible and do not attract GST.

### Stationery lists:

[Here is a link to our online stationery packs](#)

### Medical notes, email addresses and contact numbers

It is vitally important that the office has the correct details for your email address and any changes you may have had for your home address, phone and/or contact numbers. Please email [lgibson@stc.school.nz](mailto:lgibson@stc.school.nz) at the College.

Further, ensure the office has been notified of any medical conditions or special learning needs. Students **are not permitted** to text parents if they are unwell – they must report to the office and office staff will contact parents.

### Contacting the College

Parents are encouraged to make early contact with the College to raise concerns they may have about their son and his learning or pastoral needs. Your first port of call is your son's mentoring teacher.

### MUSAC EDGE School App

This app is your link to your son's timetable, attendance, grades & reports, and is an easy way to leave an absence message.

Search MUSAC EDGE on the App or Play Store. Use the email address you have provided us to log on, and create a new password. **For new parents/students, you may only activate this once school begins.**



## **Attendance**

All students are required to attend all scheduled classes and activities. Parents/caregivers, as a condition of enrolment, have agreed to comply with the college's regulations concerning attendance. If your son is absent, please phone the school office or use the App before school starts and leave message. All students who are late arriving or leave the college early, need to sign in and out at the office.

## **College Uniform**

It is important that all students wear the correct uniform and wear it with pride. We ask for the cooperation of parents and caregivers to ensure that all boys leave home correctly dressed. Please take time to check your son's uniform before school commences.

### **Uniform Contact:**

Please phone Ngaire Lester if you have any questions regarding the uniform and sports uniform. (03) 348 7010 Ext. 704 or Email: [nlester@stc.school.nz](mailto:nlester@stc.school.nz)

## **BYOD (bring your own device)**

[Please refer to our website here for BYOD information](#). Scroll down the Enrolment Page and click on "BYOD". All students are expected to have devices from the beginning of the school year. We are here to support you in this. Contact Tim Muir here at the College if you have any concerns, [tmuir@stc.school.nz](mailto:tmuir@stc.school.nz)

## **Newsletters**

The St Thomas of Canterbury College newsletter is published fortnightly. The newsletters are distributed by email and recent publications are also available on the website [www.stc.school.nz](http://www.stc.school.nz). If you have not registered your email address at the office, please email [gibson@stc.school.nz](mailto:gibson@stc.school.nz)

## **Parents and Friends Association**

All parents and friends of the college are encouraged to join and support our PFA. The money raised and work carried out by our PFA is for the benefit of your son at this College. Commitment to the PFA can be as heavy or light as you want it be. We thank our members who have volunteered their time this past year. Please contact Jackie Hancock [jackieandmatt6@gmail.com](mailto:jackieandmatt6@gmail.com) if you wish to join.

We trust this information sheet will be helpful to you in setting up for our 2024 school year.



# ***AN INVITATION***

***to all parents and caregivers of new students starting in 2024***

*An invitation is extended to all parents and caregivers of new students to St Thomas of Canterbury College to attend an orientation drinks and nibbles evening here at college.*

Students are not invited to this evening. This is an opportunity for parents and caregivers to speak to members of the leadership team, teachers and to meet other new parents to St Thomas'.

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***The evening will commence at 5 pm until 7 pm  
on Tuesday 30 January 2024 in the school hall***

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We hope that you will be able to attend, and we look forward to welcoming you to our college community.

*Warm regards*

*Steve Hart  
Principal*