

# Nelson College for Girls

## PREPARATORY SCHOOL HANDBOOK



# 2023



PERSONAL EXCELLENCE  
RESPECT CHALLENGE  
INTEGRITY TUAKANA TEINA  
DIVERSITY ABILITY  
EMPATHY SUPPORTIVE  
PRIDE  
SPORT  
DISTINCTION  
QUALITY  
ACADEMIC MUSIC  
SELF MANAGING

PREPARATORY  
SCHOOL  
LEARNING  
OPPORTUNITIES



ACHIEVE  
EXCELLENCE  
FAMILY VALUES  
FRIENDS  
WORLD CLASS EDUCATION  
NURTURING  
ENCOURAGE  
CREATIVITY  
ACHIEVEMENT  
SUPPORTIVE  
TE KURA TAMAWAHINE  
O WHAKATU  
PIETAS, PROBITAS  
ET SAPIENTIA  
SUCCESS  
LEADERSHIP  
LIFE LONG  
LEARNERS  
CULTURAL  
NELSON NEW ZEALAND  
FULL POTENTIAL  
COMMUNITY  
ACADEMIC MUSIC  
WISDOM  
LOYALTY

NCNG

# SCHOOL VISION

*To educate, empower and nurture each student so they can confidently succeed in the world.*

## FOREWORD

We welcome you to Nelson College for Girls Preparatory School. Standards, expectations, academic challenges, co-curricula activities and pastoral care are presented in a family atmosphere, that fosters a pride in aiming for excellence. Our vision is that each girl becomes the best she can, is valued for her contribution to our school, and is a happy, confident, independent learner and thinker who will stand out in her secondary school education and beyond.

A strong partnership between school and home is essential for your daughter to achieve success at school. To this end, we have prepared this handbook for you so that we can work together to help your daughter. Please contact us on 03 548 2194 if you would like more information or email us on [prep@ncg.school.nz](mailto:prep@ncg.school.nz)

The first day for Year 7 in 2023 is Thursday 2 February. The Year 7 students should meet at the Prep School at 11.40 am before we will proceed to a Mihi Whakatau (official welcome) at 11.45 am. Year 8 students will start at 12.45 am. We encourage you to be part of the Mihi Whakatau if you wish.



Lucy Feltham  
Head Teacher

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## BEGINNING OF TERM 1 – 2023

<b>THURSDAY 2 FEBRUARY</b>	All Year 7's and new Year 8 students to meet at the Prep School at 11.40 am for the Mihi Whakatau that commences at 11.45 am. All whānau are welcome to attend. Year 8 students will commence at 12.45 pm
<b>FRIDAY 3 FEBRUARY</b>	9.20 am – 3:10 pm – Please note that this year, Fridays have a later start time but maintain a normal finishing time 5:00 pm – 6:00 pm – Music Fair in NCG Hall
<b>MONDAY 6 FEBRUARY</b>	Waitangi Day – No school
<b>TUESDAY 7 FEBRUARY</b>	8.50 am – 3.10 pm – Normal school day.

# OFFICE HOURS/TELEPHONE

- ◆ Prep office hours are from 8:00 am – 1:00 pm.
- ◆ An answerphone service operates when the phone is not able to be answered.
- ◆ After 1 pm, any **urgent** messages can be relayed by contacting the Student Office at the Main College. Please phone 03 548 3104 and your call will be transferred.

## ADDRESS

LOCATION: (COURIER DELIVERY):	POSTAL:
Nelson College for Girls Preparatory School 400 Trafalgar Street South Nelson 7010 Phone: 03 548 2194 NCG Reception: 03 548 3104	Nelson College for Girls Preparatory School PO Box 842 Nelson 7040 E-mail: prep@ncg.school.nz Website: www.ncg.school.nz

## VISITING THE SCHOOL

You are welcome to visit the school but to ensure that we know you are on the premises you will be asked to sign in as a visitor at the **NCG Reception**. You will also need to sign out when you leave.

- ◆ For enquiries regarding school related costs (danie.hall@ncg.school.nz) – Finance Office (NCG Reception Area)
- ◆ For payments of school related costs – Student Office
- ◆ To collect your daughter for appointments or if she is unwell – Prep Office

Reception is located at the main entrance of the College and staff will be happy to direct you to either the Student Office or Prep Office if required.

## TIMETABLES

Timetables are given to all students at the beginning of the school year. These can also be viewed in the parent portal. Access passwords to the portal are sent to all parents at the beginning of the year by email.

- Bells ring for every session and at the end of the school day.
- Notices are available for students to read online in Teams and students should check these each day.
- House Meetings, School Assemblies and School Singing Assemblies are scheduled as required.

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:50 am PERIOD ONE 60 mins	8:50 am PERIOD ONE 60 mins	8:50 am PERIOD ONE 60 mins	8:50 am PERIOD ONE 60 mins	Staff PLD
9:50 am PERIOD TWO 60 mins	9:50 am PERIOD TWO 60 mins	9:50 am PERIOD TWO 60 mins	9:50 am PERIOD TWO 60 mins	9:20 am PERIOD ONE 60 mins
10.20 am – Arahi				
10:50 am – INTERVAL – 25 mins				
11.15 am – ARAHI	11.15 am PERIOD THREE 60 mins	11.15 am – ARAHI	11.15 am – ASSEMBLY	11.15 am PERIOD THREE 60 mins
11.45 am PERIOD FOUR 90 mins	12.15 pm PERIOD FOUR 60 mins	11.45 am PERIOD FOUR 90 mins	11.45 am PERIOD FOUR 90 mins	12.15 pm PERIOD FOUR 60 mins
1:15 am – LUNCH				
2:10 pm PERIOD FIVE 60 mins	2:10 pm PERIOD FIVE 60 mins	2:10 pm PERIOD FIVE 60 mins	2:10 pm PERIOD FIVE 60 mins	2:10 pm PERIOD FIVE 60 mins

## TERM DATES 2023

TERM 1	Thursday 2 February – Thursday 6 April	Monday 6 Feb – Waitangi Day
TERM 2	Monday 24 April – Friday 30 June	ANZAC Day – Tuesday 25 April Monday 5 June – King’s Birthday
TERM 3	Monday 17 July – Friday 22 September	
TERM 4	Monday 9 October – Wednesday 13 December	Monday 24 October – Labour Day

## PREPARATORY SCHOOL STAFF

YEAR 7	7FT	Lucy Feltham (Head Teacher)	lucy.feltham@ncg.school.nz
	7TP	Tania Parekura	tania.parekura@ncg.school.nz
YEAR 8	8PN	Anna Parkinson	anna.parkinson@ncg.school.nz
	8AG	Rebecca Armstrong	rebecca.armstrong@ncg.school.nz
SCHOOL ADMINISTRATOR		Gwen Redshaw	prep@ncg.school.nz
SPORTS COORDINATOR		Mandy Elworthy	mandy.elworthy@ncg.school.nz

## ATTENDANCE

For your daughter to achieve success, she needs to be in school and in class learning. Our attendance system is designed to monitor students’ absences from class.

- ♦ If your daughter is going to be absent for any reason, please telephone the Preparatory School Office on (03) 548 2194 or email prep@ncg.school.nz to notify us. Please do not use the Schoolbridge App as this is for College absences only.
- ♦ Please do not email the class teacher or pass messages through classmates, as ALL absences must go through the computerised system which is maintained at the Prep office.
- ♦ If we cannot account for your daughter by 9:30 am we will contact you to ascertain her whereabouts.

## PLANNED OR INTENDED ABSENCE

Research has shown that regular attendance at school is an important aspect of student success. The Ministry of Education has a goal of 90% attendance for all students. To support this aim, the attendance guidelines for leave approvals limit the school to the following justifications for absence.

A Justified absence, and therefore one that can be approved is defined as:-

- ♦ Unplanned absences such as a bus breakdown, accident, extreme weather event etc
- ♦ Planned non-attendance such as national/local representation in a sporting/cultural event in New Zealand or overseas.
- ♦ Approved absence (including overseas) can also include bereavement, visiting an ill relative, exceptional family circumstances.

Planned leave from school must be advised directly to Prep office either by email or letter in advance of the absence and must have a full explanation. Please do not write to your arahi teacher. **You must write separately to the Prep School, even if you have an older daughter at the College.**

## AFTER SCHOOL SAFETY

Students staying after 3:30 pm in the Preparatory School area for any reason need to have this arranged between the Class Teacher and parents. Sports trainings and team sports involvement will often need alternative transport arrangements.

## APPOINTMENTS

If your daughter has a medical or similar appointment during school time, please either phone or email the Prep office, or send a note with your daughter. Students are not permitted to walk to external appointments alone without the permission of their parents. If you wish your daughter to do so, please put your permission in writing to the Prep office.

## LATENESS

As a school, the Preparatory school, endeavours to teach students the importance of getting to school and class **on time**. If students are late, they must report to the Prep office before heading to class.

## ILLNESS

If your daughter becomes ill during the day, she needs to request permission to go home from her class teacher. She can then go to the Prep office and her parents will be contacted. Minor injuries/ailments are dealt with at the Prep Office. Anything requiring more than a sticking plaster or panadol will be dealt with at the NCG Student Office Sick Bay. Serious concerns are reported immediately to parents using the contact information provided by parents on the enrolment medical forms. **The girls are not permitted to contact you directly.** Please ensure that you keep us up to date with any changes to your contact information.

## PAYMENTS TO SCHOOL

All monies brought to school by students should be in an envelope with the student's name, class and details of what the payment is for on the outside. The envelope can be handed in at the Prep Office. Where possible most payments will be placed directly on your daughter's account. All queries relating to fees and finances are dealt with at the Main College Finance Office – danie.hall@ncg.school.nz – 03 548 3104 Ext 855

## NCG PREP 2023 – DRAFT COSTS DURING THE YEAR

ACTIVITY	COST IN \$	TIME FRAME
Stationery – including online subscriptions	Approx \$90	Beginning of year
Kiwi Competition Exams	Approx \$15 each	Term 2/3
EOTC Activities (varies each year)	Approx \$200	Throughout the year
Maths and Science Badges (optional)	\$10	Ongoing
Itinerant Music Lessons	Approx \$35 per half hour	Ongoing
Sports teams	Ranges from approx \$10–\$80	Ongoing
Bus Transport to, Interschool venues, visiting performances, discos	Ranges approx. \$5-\$10 each	Throughout the year
Arahi Rep/House badges (optional)	\$10	

*Note: these are approximate costs only and will depend on individual student involvement in activities. Figures are based on 2022, not a guarantee that all activities are listed here, or listed at the correct price.*

## CANTEEN LUNCHES

Our students are able to make full use of this facility. Food can be bought directly from the canteen at morning tea and lunchtime. Please encourage your daughter to make balanced healthy choices if she is buying her lunch from school. We encourage adequate intake of fluids during the day – water bottles should be named.

## COMMUNICATION

The Prep newsletter is published approximately three times a term in Week 1, Week 5 and one in the final week. It will be emailed to you and will also be available on the school website. College newsletters are emailed home twice a term. It can also be accessed from the NCG website, [www.ncg.school.nz](http://www.ncg.school.nz)

We provide information on the activities and achievements of our students. We will give forward notice of dates for occasions such as learning conferences or sporting and cultural events via the newsletters and the calendar. The term calendar is always available to view on the website.

## STATIONERY REQUIREMENTS

Exercise books, home-learning workbooks and assessment folder will be supplied to all students on day one. This stationery will be charged to your account and includes the online learning subscriptions used by students in class. **Diaries are compulsory and must be purchased ready for the first day of term.**

The following items will need to be purchased and brought to school on the first day:

- ◆ 2 erasers
- ◆ 1 x 30 cm clear ruler
- ◆ 1 set of colour pencils and/or felt pens
- ◆ 2 x HB pencils
- ◆ 1 x pack highlighter pens
- ◆ 2 x blue, red and black pens
- ◆ Pair of scissors
- ◆ 1 x black vivid marker pen
- ◆ Ringbinder folder with copypockets & dividers

**Please name all items.**

## SPECIALIST SUBJECTS

- ◆ Languages
- ◆ Art
- ◆ Music
- ◆ Textiles Technology (Y7)
- ◆ Adventure Based Learning (Y7)
- ◆ Food Technology
- ◆ Digital Technology
- ◆ Science
- ◆ Outdoor Education (Y8)

There may be some additional stationery requirements for these subjects.

## PARENT INVOLVEMENT AT PREP

Parents are always welcome to be involved at Prep particularly with the following events:

- ◆ Mihi Whakatu
- ◆ Music Fair
- ◆ Information Evening
- ◆ Athletics Day
- ◆ Interschool Swimming
- ◆ NCG Swimming Sports
- ◆ Winter Tournament
- ◆ Ski Day
- ◆ Summer Tournament
- ◆ Kids Lit Quiz
- ◆ Coaching/Managing Summer/Winter Sports Teams
- ◆ Prep Cross Country
- ◆ Interschool Cross Country
- ◆ EOTC Class Trips
- ◆ Learning Conferences Terms 1 / 2 / 3

# BYOD

As you will be aware Nelson College for Girls is a BYOD (Bring Your Own Device) school and many of our learning activities in Year 7 and Year 8 require the use of a device. The specifications we look for in a device for use at school are that it is lightweight, reasonably fast, has good storage, good wifi, is robust and with a keyboard.

To assist parents in purchasing a device, we have teamed up with Noel Leeming to provide access to devices at a favourable price. Visit <https://www.noelleeming.co.nz/byod> and sign up for great prices on BYOD devices.

Students can bring devices that they already own. If you need further information or help please contact the IT team at school or pop into any Noel Leeming store.

## INFORMATION ABOUT DEVICES FOR LEARNING

DEVICE	GOOD POINTS	NOT SO GOOD
TOUCHSCREEN/ WRITE ON LAPTOP	<ul style="list-style-type: none"> <li>◆ These offer the most functionality for learning</li> <li>◆ Students can handwrite and draw on them</li> <li>◆ Are compatible with a wide range of software</li> <li>◆ Can install the full MS Office suite</li> </ul>	<ul style="list-style-type: none"> <li>◆ The lower specification devices may have some performance issues with specialist software applications.</li> </ul>
WINDOWS LAPTOP	<ul style="list-style-type: none"> <li>◆ These offer good functionality</li> <li>◆ Are compatible with a wide range of software</li> <li>◆ Can install the full MS Office suite.</li> </ul>	<ul style="list-style-type: none"> <li>◆ Some can be heavy to carry around.</li> <li>◆ The lower specification devices may have some performance issues with specialist software applications.</li> </ul>
APPLE LAPTOP	<ul style="list-style-type: none"> <li>◆ Good general functionality</li> </ul>	<ul style="list-style-type: none"> <li>◆ Tend to be more expensive than a Windows laptop</li> </ul>
CHROMEBOOK	<ul style="list-style-type: none"> <li>◆ Costs slightly less than the entry level laptops</li> <li>◆ Tend to be very robust</li> </ul>	<ul style="list-style-type: none"> <li>◆ All work needs to be done online</li> <li>◆ Can't download software onto the device (eg MS Office)</li> <li>◆ Can't run the specialist software</li> </ul>

If purchasing a device, we recommend purchasing it locally, so that you get the additional service and support.

## SOFTWARE AVAILABLE

Our goal is to help prepare our students for "life after school", so all students are provided with access to industry standard software.

All students are provided with an account which will allow them to download the full suite of MS Office product onto five computers (including home computers). Other subject specific software is available to those students that require it.



# ACCESSING THE NCG NETWORK AND WIFI

When students start at Nelson College for Girls, they will be given a username and password. This username and password will give students access to the computers at school and access to the wifi network for their own device.

## ACCESSING INFORMATION

### SCHOOL BRIDGE



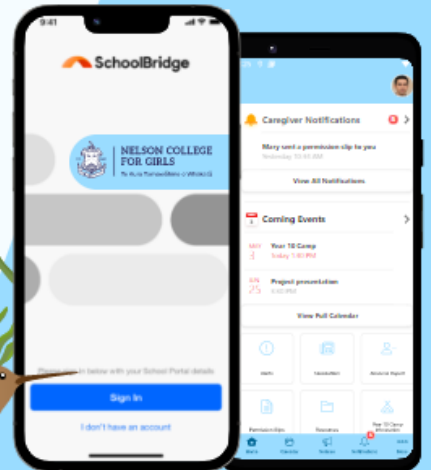
**NELSON COLLEGE  
FOR GIRLS**  
Te Kura Tamawāhine o Whakatū



#### Download Our App



- Scan the QR Code to download. Or
- Search "**schoolbridge**" on your mobile AppStore or PlayStore.



Once you have downloaded the app, you can sign in using your school account information. Please contact the school if you need help with your account details.

### TEAMS

Microsoft 365 Teams is the main area where Prep School student notices will be placed and where all student learning is accessed.

### WEBSITE AND FACEBOOK

Our website address is [www.ncg.school.nz/prep-school-welcome](http://www.ncg.school.nz/prep-school-welcome). The College has a Facebook page that will occasionally feature the Prep School activities.



# INTRODUCTION TO SPORT

Our school employs a Sport Coordinator, Mandy Elworthy, to support teaching staff to encourage maximum participation in available sports. Listed below are the major sports as they were for 2022. Anticipated playing days are listed where appropriate. Updated information will follow in Term 1 in a comprehensive Sports Booklet.

SPORT	DAY PLAYED	TERM
Cricket (Selected students only)	Saturday	Term 1/4
Quick Rip	Friday	Term 1
Volleyball	Wed	Term 1/4
Underwater hockey	Friday/Sunday	Term 2/3
Basketball	Monday	Term 2/3
Netball	Saturday	Term 2/3
Touch	Friday	Term 4

# MUSICAL AND CULTURAL OPPORTUNITIES

A great number of musical and cultural activities are on offer to all students. The Itinerant Music programme allows students to have lessons on a range of different instruments during the school day, and thus alleviates the need for extra lessons at the weekend. All of our itinerant teachers are experienced professionals and are accustomed to teaching beginners as well as more advanced players. This is a perfect time to start learning one of the more complex instruments: stringed instruments, brass, piano and woodwind all take a number of years to master, so it is always better to learn these instruments while young.

Itinerant music lessons are all offered on a private basis, so if you sign up for these you will receive a bill from the teacher directly. School does not process itinerant music payments. Lessons are approximately charged at \$35 per half hour, though some teachers offer group rates that are cheaper. You can learn the following:

Violin	Cello	Piano	Clarinet	Saxophone
Trumpet	Trombone	Viola	Keyboard	Flute
Guitar	Bass Guitar	Drums	Classical voice	Contemporary Voice

All students are members of the Preparatory school choir.

The School Orchestra is a senior group and students who are Grade 4 or above on a string instrument are welcome to join.

There will be a Music Fair in the Main College Hall from 5:00 – 6:00 pm on Friday 3 February 2023, where students can meet the teachers and sign up for lessons.

Year 7 students can also receive 'Taster' music lessons during term time. This is a great way to try an instrument for two terms. They cost approximately \$11 per lesson.

If you require more information about the itinerant programme, please contact Patricia Anderson – Arts Administrator at the College: Ph 03 548 3104 or email [patricia.anderson@ncg.school.nz](mailto:patricia.anderson@ncg.school.nz)

# INTRODUCTION TO DRAMA

The Preparatory school offers after school drama lessons on Mondays.

Drama activities and performing arts are a feature every year at Nelson College for Girls. There are opportunities for Prep students to get involved in a variety of events onstage or behind the scenes.

## UNIFORM

Uniform is compulsory at our school. Students are expected to wear it correctly and with pride at all times. *Health and Safety overrides the ability for students to wear certain items in class. In classes such as PE, Technology, Food, Art and in practical Science lessons, students will need to remove items at the request of the teacher. The teacher/school will not take responsibility for the security of any items that are removed by the student.*

### UPPER GARMENTS

- ◆ School navy jersey with crest or school vest with crest
- ◆ NCG short-sleeved blouse with crest OR NCG long sleeved blouse with crest

### LOWER GARMENTS

- ◆ EITHER NCG skirt
- ◆ OR NCG kilt
- ◆ OR NCG trousers with crest
- ◆ OR NCG shorts with crest

### FOOTWEAR

- ◆ Flat navy blue, black or brown sandals worn without socks (no jandals, no adornments).
- ◆ Flat completely black shoes (no ankle boots or high tops; no adornments, stripes, logos or white soles)
- ◆ Plain black or white ankle socks OR full-length tights.

### OPTIONAL ITEMS

- ◆ Plain navy blue, plain black or NCG scarf.
- ◆ Plain black or navy blue jacket.
- ◆ No hoodies are permitted, including school sports hoodies.

### HAIR AND MAKE UP

- ◆ Worn in a neat style – if longer than shoulder length, must be tied up away from face.
- ◆ Plain and unobtrusive ribbons or hair ties
- ◆ Hair must be a natural colour
- ◆ No make-up and no coloured nail polish. No acrylics.

### PHYSICAL EDUCATION UNIFORM

- ◆ Navy shorts (student's choice of style) – these are not available in the Uniform Shop.
- ◆ Navy track pants in colder weather (optional) .
- ◆ Prep sports top
- ◆ Sports shoes with non-marking soles and plain white sports socks.

### SWIMWEAR

- ◆ All students using the school pool are required to wear either:
  - Swimming togs
  - Swimming tops and short board shorts

### ACCEPTABLE NON-UNIFORM ITEMS

Earrings – one plain, small stud or sleeper in each ear.

- ◆ Other jewellery – one taonga or small necklace, one bracelet, one anklet, one ring.
- ◆ Tiny metal/plastic nose stud (ball no larger than 2 mm).



# SCHOOL BUS INFORMATION

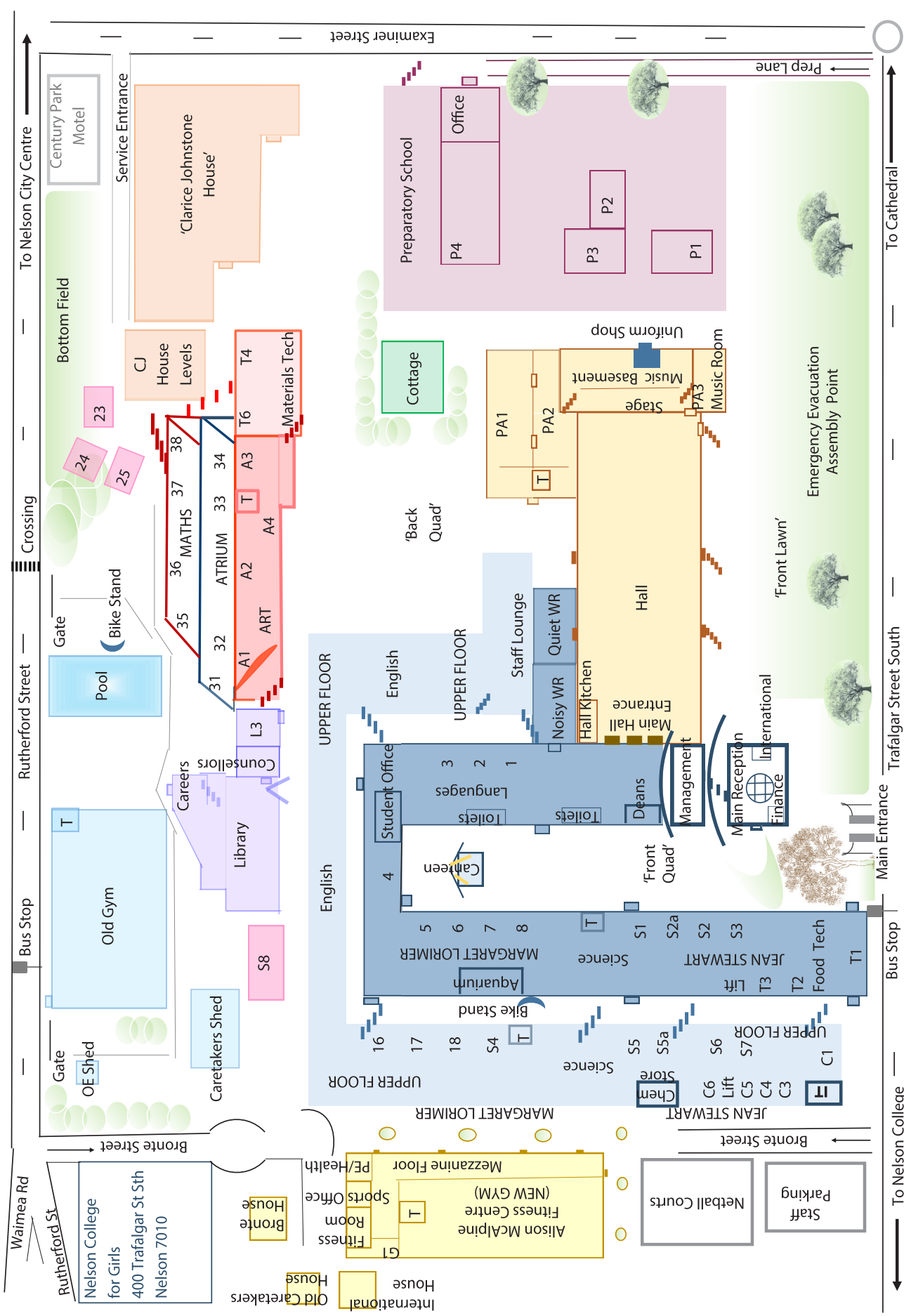


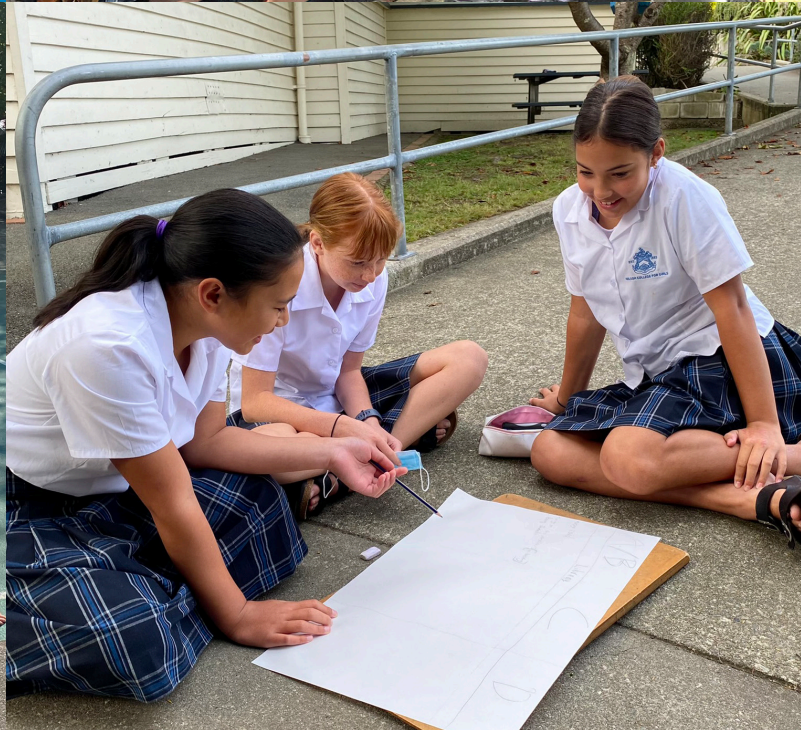
## NELSON COLLEGE FOR GIRLS

Te Kura Tamawāhine o Whakatū

GENERAL INFORMATION: NCG = Nelson College for Girls NCG Main Gate = Trafalgar St South at Gum Tree		NCG Rutherford St entrance is by old gym/pool Nelson Coachlines (NCL), Bridge St, Nelson
<b>ROUTE 7094 : Hira</b>	AM	7.58am leaves Rest A While – Hira 8.20am arrives at NCG
	PM	3.35pm departs NCG Main Gates
<b>ROUTE 7096 : The Glen – Todds Valley – NCG</b>	AM	7.50am departs The Glen 8.20am arrives at NCG
	PM	3.35pm departs NCG Main Gates
<b>ROUTE 7097 : TUI GLEN</b>	AM	7.50am departs Tui Glen – Malvern Ave – Brooklands Road – Cemetery exit – Iwa Road 8.20am arrives at NCG
	PM	3.35pm departs NCG Main Gates
<b>ROUTE 7104 : Atawhai</b>	AM	7.50am departs City Boundary – Clifton Tce– Marybank 8.20am arrive at NCG
	PM	3.40pm departs NCG Main Gates
<b>ROUTE 7102 : Dodsons Valley</b>	AM	7.50am departs St Peters Church - Dodsons Valley (by Supermarket) 8.20am arrives at Rutherford St entrance
	PM	3.40pm departs NCG Main Gates
<b>NBUS 2 : Sub Port SBL – Port - Tahunanui - Stoke – via Annesbrook</b>	AM	7.45am leaves Richmond 8.20am arrives NCL Bridge Street depot 8.15am leaves Richmond 8.50 arrives NCL Bridge Street depot
	PM	3.45pm and 4.15pm departs Bridge Street depot
<b>NBUS 1 : Sub Main SBL – Wakatu – Stoke - Richmond NB All Richmond students should use this service</b>	AM	7.30am leaves Richmond 7.59am arrives NCG Rutherford Street entrance 8.00am leaves Richmond 8.37am arrives NCG Rutherford Street entrance
	PM	3.35pm departs Rutherford Street entrance. All stops to Richmond.
<b>ROUTE 5 : Sub Waimea SBL – Hope - Brightwater – Wakefield</b>	AM	7.35am departs 88 Valley Bus Shelter, Wakefield 8.45am arrives NCG Rutherford Street entrance
	PM	3.20pm departs Rutherford Street entrance
<b>ROUTE 3/ROUTE 1 (starts Mapua): SBL – Motueka Coastal Route – via Mapua</b>	AM	7.10am departs from Information Office, Motueka 7.30am one bus departs from Mapua Country Store 8.45am arrives at NCG Rutherford Street entrance
	PM	3.20pm departs NCG Rutherford Street entrance.
<b>ROUTE 2 SBL - Motueka Inland Route</b>	AM	7.10am departs from Clock Tower, Motueka 8.45am arrives at NCG Rutherford Street entrance
	PM	3.20pm departs NCG Rutherford Street entrance
<p>Enquiries regarding Routes 7094, 7096, 7097, 7102, 7104 telephone. NCL service enquiries, please contact Nelson Coachlines: 03 548 3290. MOE – 0800 BUS2SCHOOL (0800 287 272)</p> <p><b>THESE TIMES ARE SUBJECT TO CHANGE – PLEASE CONFIRM WITH THE BUS COMPANY IF YOU ARE UNSURE</b></p> <p><b>PLEASE MAKE SURE STUDENTS ARE AT BUS STOPS AT LEAST 5 MINUTES BEFORE TIMES INDICATED.</b></p>		

# SCHOOL MAP







Nelson College for Girls Preparatory School  
P O Box 842

Nelson 7040, New Zealand

ph: +64 3 548 2194

email: [prep@ncg.school.nz](mailto:prep@ncg.school.nz)

[www.ncg.school.nz](http://www.ncg.school.nz)