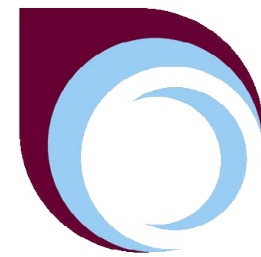


CONTENTS

3	BDSC MISSION & VISION STATEMENTS
4	PRINCIPAL'S MESSAGE
5	OUR WAY
6	2017 COLLEGE LEADERS
7	2017 WHANAU LEADERS
8	2017 WHANAU TUTORS
9	2017 WHO TO CONTACT
10	2017 NEW STAFF
11	2017 HEAD STUDENTS
12	CAREERS & GATEWAY
13	2017 INFORMATION
14	2017 INFORMATION
15	2017 INFORMATION
16	2017 INFORMATION
17	TRAFFICE PLAN
18	CAFE PRICES
19	COLLEGE SPORTS
20	COLLEGE SPORTS
21	KEY DATES



BOTANY DOWNS
Secondary College

575 Chapel Road, Howick, Auckland
Telephone: 273 2310
Fax: 2738551
www.bdsc.school.nz

Important contact numbers for
reporting out of hours incidents
Senior Caretaker: 027 361 7319
Business Manager: 027 293 5701





BOTANY DOWNS
Secondary College

Knowledge with Character

A forward-thinking education focused on challenging, innovative, personalised learning within a whanau-based community where learners are nurtured and inspired to achieve personal excellence. As global citizens we embrace diversity, develop character and self-worth, and live our values of empathy, excellence, integrity and respect.



BOTANY DOWNS SECONDARY COLLEGE VISION AND MISSION STATEMENTS

PRINCIPAL'S MESSAGE

Dear parents and caregivers,

To all our returning students, welcome back and an especially warm welcome to those students and families who are new to the college and the Botany Downs Secondary College community. It was wonderful to see so many parents join us last Tuesday for our powhiri to welcome our new students and staff. As I walked around the college last week, it was pleasing to see and hear excited students settling back into routines as we got underway with our timetable.

We celebrate the success of two former students, Head Boy of 2015 Aryaman Taore and Tone Ng Shiu graduate of 2012. Aryaman Taore, developed LazyAz, a mobile application when he was 17 years old and craving a fast-food burger but neither he nor the restaurant had transport. Prior to Christmas he was offered over \$300k for his app. Having recently declined an offer to attend Harvard University, he has chosen to study engineering full time at the University of Auckland and has also joined forces with investor Toss Grumley, Director of Wolf and Fox. Tone Ng Shiu a graduate of 2012 has made it to the big stage. After a successful National 7s tournament in Rotorua a few weekends ago, he won a contract and the honour of playing for the National All Blacks Sevens team! His debut was made at the Wellington 7s. We keep a keen eye on our former students with pride, and look forward to hearing more of our graduates achievements.

Overall, our preliminary NCEA results for 2016 are excellent and are similar to the previous year (2015) for Levels 2 and 3. While there was a small decrease at Level 1, this should improve once final results are released by NZQA. Some individual students have achieved results that put them amongst the top academic students in New Zealand. Over two-thirds of Level 1 students received their NCEA endorsed with either Merit or Excellence. Well done to our current Year 12 students.

We have approximately 1900 students and 150 staff so working collectively and in partnership with parents to help each student reach their goals and potential is part of our core business. To achieve this, all members of the BDSC community must work hard at fulfilling the expectations that come from the values we hold at the college: respect, integrity, excellence and empathy. On page 5, please take the time to read "Our Way" which explicitly sets out the College's standards and expectations. Students need to be at school by 8:30 am every day, except on a Thursday when it is 8:50 am, as we have a late start to the day when our staff are involved in professional learning.

If students are to achieve their potential this year it is important that students, parents and tutor mentors are continually communicating about learning and achievement. Absence from learning should be minimised. Over the next few days all students will receive course outlines and year planners which detail what they will learn, how and when they will be assessed. Please do not hesitate to contact your child's tutor mentor if you have any questions.

I look forward to working with you all this year to offer the best possible learning experiences for your child.

Warm regards

Karen Brinsden
Principal



EVERYWHERE 24/7

CLASSROOM

CO-CURRICULAR

B BE RESPECTFUL

Respect for self, others and the environment

- Speak politely and use appropriate language (*STEP - Sorry, Thank you, Excuse me, Please*)
- Look after property, your own and others
- Dispose of rubbish in the correct bins
- Be on time
- Be an active listener
- Wear your uniform correctly

- Represent the college with pride
- Be a positive role model
- Thank the volunteers that made things happen

D DO YOUR BEST

Excellence through perseverance and effort

- Make the most of school opportunities
- Set goals and work hard to achieve them
- Show perseverance
- Try new things
- Come prepared to learn with the correct equipment/gear

- Honour team commitments
- Attend all trainings/practices/rehearsals
- Take responsibility for your role in your group

S SHOW INTEGRITY

Integrity through honesty and fairness

- Take responsibility for your actions
- Acknowledge success, both of yourself and others
- Be a responsible digital citizen
- Show self-control

- Show sportsmanship
- Be humble when you win and gracious in defeat
- Play fair

C CARE FOR OTHERS

Empathy for others in all that we do

- Show care and compassion towards others
- Be mindful of others when moving around in crowded areas
- Build positive relationships
- Accept diversity
- Act safely

- Be courteous
- Think before you speak/act
 - T = Is it true?
 - H = Is it helpful?
 - I = Is it inspiring?
 - N = Is it necessary?
 - K = Is it kind?
- Accept others as part of group

- Be supportive of one another
- Be aware and look after the health and safety of others



2017 COLLEGE LEADERS

SENIOR LEADERSHIP TEAM



PRINCIPAL
Mrs Karen Brinsden



ASSOCIATE PRINCIPAL
Mrs Fiona Cottam
f.cottam@bdsc.school.nz



DEPUTY PRINCIPAL
Mr Michael Hart
m.hart@bdsc.school.nz

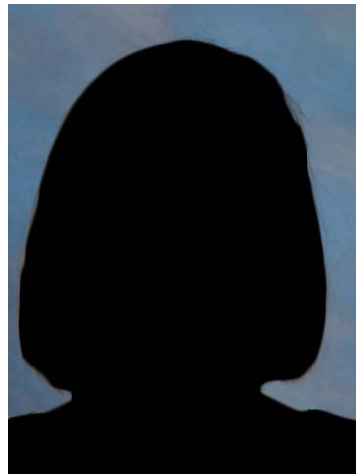


DEPUTY PRINCIPAL
Ms Christine Williams
c.williams@bdsc.school.nz



DIRECTOR OF ACADEMIC STUDIES
Mr Cornell Van Kralingen
c.vankralingen@bdsc.school.nz

HEADS OF LEARNING AREAS



HOLA ENGLISH
Ms Kerry Pinnell
k.pinnell@bdsc.school.nz



HOLA HEALTH & PE
Mr Jonny Saville
j.saville@bdsc.school.nz



HOLA LANGUAGES
Miss Michelle Lodge
m.lodge@bdsc.school.nz



HOLA MATHEMATICS
Ms Irene Bennet
i.bennet@bdsc.school.nz



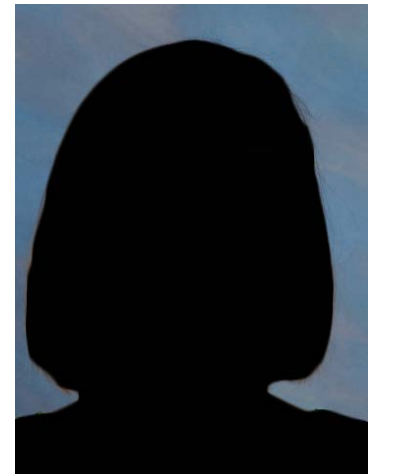
HOLA SOCIAL SCIENCES
Mr Michael Andrew
m.andrew@bdsc.school.nz



HOLA TECHNOLOGY
Mr Dip Achary
d.achary@bdsc.school.nz



HOLA SCIENCE
Mr LauRaj Kumar
l.kumar@bdsc.school.nz



HOD'S VISUAL & PERFORMING ARTS
Drama - Mrs Jacqui Hood
j.hood@bdsc.school.nz
Dance - Mrs Aroha Rakanui
a.rakanui@bdsc.school.nz
Music - Miss Louise Treneman
l.treneman@bdsc.school.nz
Visual Art - Miss Tina Clapperton
t.clapperton@bdsc.school.nz

2017 WHANAU LEADERS

SIR PETER BLAKE WHANAU



WHANAU LEADER
Mr Alan Taylor
a.taylor@bdsc.school.nz



DEPUTY WHANAU LEADER
to be appointed

DISCOVERY WHANAU



WHANAU LEADER
Ms Nicola Folks
n.folks@bdsc.school.nz



DEP WHANAU LEADER (acting)
Ms Julie Husted
j.husted@bdsc.school.nz

JOHN BRITTEN WHANAU



WHANAU LEADER
Mrs Debbie McGregor
d.mcgregor@bdsc.school.nz



DEPUTY WHANAU LEADER
Miss Hannah Baldwin
h.baldwin@bdsc.school.nz

ENDEAVOUR WHANAU



WHANAU LEADER
Mr Kevin Adams
k.adams@bdsc.school.nz



DEPUTY WHANAU LEADER
Mrs Vivienne Darby
v.darby@bdsc.school.nz

SPIRIT WHANAU



WHANAU LEADER
Mrs Sharon Jackson
s.jackson@bdsc.school.nz



DEPUTY WHANAU LEADER
Miss Sarah Knight
s.knight@bdsc.school.nz

KORU WHANAU



WHANAU LEADER
Mr Jonathan Clark
j.clark@bdsc.school.nz



DEPUTY WHANAU LEADER
Miss Simone de Brouwer
s.debrouwer@bdsc.school.nz

2017 WHANAU TUTORS

SIR PETER BLAKE WHANAU

9B1	Mr Appal Naidu	a.naidu@bdsc.school.nz
9B7	Miss Sophie McLachlan	s.mclachlan@bdsc.school.nz
10B1	Miss Regina Tautogi	r.tautogi@bdsc.school.nz
10B7	Mr Amitesh Prasad	a.prasad@bdsc.school.nz
11B1	Ms Jeneen Van Bysterveldt	j.bysterveldt@bdsc.school.nz
11B7	Mr Amitesh Prasad	a.prasad@bdsc.school.nz
12B1	Mr Tony Wang	t.wang@bdsc.school.nz
12B7	Ms Katrina Logan	k.logan@bdsc.school.nz
13B1	Mrs Hanaa Shareef	h.shareef@bdsc.school.nz
13B7	Mr Stephan Sequiera	s.sequiera@bdsc.school.nz

ENDEAVOUR WHANAU

9E2	Miss Vanessa Carney	v.carney@bdsc.school.nz
9E8	Mr Stephen Jowers-Wilding	s.jowers-wilding@bdsc.school.nz
10E2	Mrs Mercy Edward	m.edward@bdsc.school.nz
10E8	Mr Carl Greenstreet	c.greenstreet@bdsc.school.nz
11E2	Mr Krishen Jeet	k.jeet@bdsc.school.nz
11E8	Mrs Raquela Fouche	r.fouche@bdsc.school.nz
12E2	Mrs Estelle Zwart	e.zwart@bdsc.school.nz
12E8	Mrs Debbie Bottom	d.bottom@bdsc.school.nz
13E2	Mr Prasad Patchigalla	p.patchigalla@bdsc.school.nz
13E8	Ms Valentina Milosevic	v.milosevic@bdsc.school.nz

DISCOVERY WHANAU

9D3	Ms Janine McArthur	j.mcarthur@bdsc.school.nz
9D9	Mr David Knight	d.knight@bdsc.school.nz
10D3	Mr Scott Martin	s.martin@bdsc.school.nz
10D9	Mrs Leanne Hein	l.hein@bdsc.school.nz
11D3	Mrs Sue Scott-Knight	s.scott-knight@bdsc.school.nz
11D9	Mrs Mageshni Narain	m.narain@bdsc.school.nz
12D3	Mr Arvind Raj	a.raj@bdsc.school.nz
12D9	Mr Tony Darby	t.darby@bdsc.school.nz
13D3	Mr Kamlesh Singh	k.singh@bdsc.school.nz
13D9	Ms Mandy Ladds	a.ladds@bdsc.school.nz

SPIRIT WHANU

9S4	Miss Bassant Ibrahim	b.ibrahim@bdsc.school.nz
9S10	Mrs Marie-Laure Killip	m.killip@bdsc.school.nz
10S4	Ms Alice Croskery	a.croskery@bdsc.school.nz
10S10	Mr Jeffery Yang	j.yang@bdsc.school.nz
11S4	Mrs Veeshana Singh	v.singh@bdsc.school.nz
11S10	Mr Aaron Hainsworth	a.hainsworth@bdsc.school.nz
12S4	Mr Emil Mihajlov	e.mihajlov@bdsc.school.nz
12S10	Miss Daisy Yu	d.yu@bdsc.school.nz
13S4	Miss Jill De Roos	j.deroos@bdsc.school.nz
13S10	Mr Mario Dammert	m.dammert@bdsc.school.nz

JOHN BRITTEN WHANAU

9J5	Miss Sina Leilua	si.leilua@bdsc.school.nz
9J11	Mrs Laetitia Grall	l.grall@bdsc.school.nz
10J5	Mr Nicholas Cull	n.cull@bdsc.school.nz
10J11	Miss Megan Cunningham	m.cunningham@bdsc.school.nz
11J5	Miss Anita Sharma	a.sharma@bdsc.school.nz
11J11	Mr Jesse Enriquez	j.enriquez@bdsc.school.nz
12J5	Miss Sally Brodie	s.brodie@bdsc.school.nz
12J11	Miss Anna Chan	a.chan@bdsc.school.nz
13J5	Mrs Jushi Hu	j.hu@bdsc.school.nz
13J11	Mrs Sandyha Narayan	s.narayan@bdsc.school.nz

KORU WHANAU

9K6	Miss Maddy Garbett Ovens	m.go@bdsc.school.nz
9K12	Miss Tina Clapperton	t.clapperton@bdsc.school.nz
10K6	Miss Caitlin Bruce	c.bruce@bdsc.school.nz
10K12	Mr Caleb Murray	c.murray@bdsc.school.nz
11K6	Mrs Robyn Newman-Hall	r.newman-hall@bdsc.school.nz
11K12	Mr Rob Bartholomew	r.bartholomew@bdsc.school.nz
12K6	Mr Ash Rambhai	a.rambhai@bdsc.school.nz
12K12	Mrs Kathy Kuang	k.kuang@bdsc.school.nz
13K6	Ms Christine McBreen	c.mcbreen@bdsc.school.nz
13K12	Mrs Angie Thomson	a.thomson@bdsc.school.nz

2017 WHO TO CONTACT

	Looks After	Person to Contact	Email Addresses	Phone
FINANCE	Subject fees, school donations, accounts, stationary, payments	Mrs Brenda McDonald Mrs June Johnston	b.mcdonald@bdsc.school.nz j.johnston@bdsc.school.nz	2732 310 ext #268
SPORTS	Co-curricular sports teams, sport team uniforms, coaching, managing, training, weekly games, Sports Council	Mr John Samuel Miss Jess Mahar Mrs Rachel Adams Director of Sport: Mr Karl McLennan	j.samuel@bdsc.school.nz je.mahar@bdsc.school.nz r.adams@bdsc.school.nz sports@bdsc.school.nz k.mclennan@bdsc.school.nz	2732 310 ext #219 2732 310 ext #455 2732 310 ext #226 2732 310 ext #241
ATTENDANCE	Absences, leave	Mrs Tracy Potts	t.potts@bdsc.school.nz	Student absences: call 2732 310 and leave a message in the absence answer phone
GUIDANCE	Parents are welcome to contact either counsellor if they have any concerns about their child. These concerns can be home, personal or school related issues. All issues are treated as confidential.	Mr Iain Thomson Ms Leanne Rowe	i.thomson@bdsc.school.nz l.rowe@bdsc.school.nz	2732310 ext #336 2732310 ext #229
STUDENT SERVICES	Timetables, lost property	Mrs Michelle Byers		
CAREERS & GATEWAY	Careers and work experience	Careers: Mrs Maureen Drum Vocational Pathways: Mrs Katherine Stewart Gateway Co-ordinator: Mrs Nicola Shand-Marcusson	m.drum@bdsc.school.nz k.stewart@bdsc.school.nz n.shand-marcusson@bdsc.school.nz	2732 310 ext #365 2732 310 ext #336 2732 310 ext #371
HEALTH	Health issues, injuries, emergencies	Mrs Karyn Wilson	k.wilson@bdsc.school.nz	
RECEPTION	Can point you in the right direction if you don't know who to talk to			2732 310

2017 NEW STAFF



Standing (left to right):

Mrs Leanne Hein (Science)
Miss Caitlin Bruce (Social Science)
Mr Jesse Enriquez (Technology)
Ms Tina Singh (Mathematics)
Mr Michael Trevelyan (English)
Miss Vanessa Carney (Visual Arts)
Ms Lisa Shaw (English)
Miss Sina Leilua (Science)
Mr Andy Gilbertson (Science)
Miss Regina Tautogi (Commerce)
Mr David Knight (Mathematics)
Ms Kerry Pinnell (English)
Miss Maddy Garbett Ovens (Health & PE)
Mr Ash Rambhai (Mathematics)
Ms Maria Kuo (Commerce)

Sitting (left to right):

Ms Liz Speed (Mathematics)
Mr Max Platt (Technology)
Mr Caleb Murray (Health & PE)
Mr Chris James (English)
Mr Karl McLennan (Health & PE)

Absent:

Mrs Kathy Kuang (Languages)

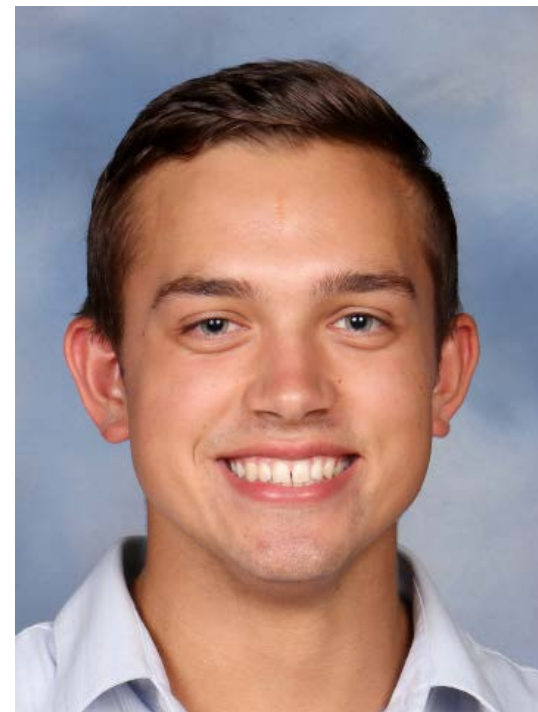
2017 HEAD STUDENTS



HEAD BOY Hirzi Rafli Putra-Laksana



HEAD GIRL Alexandra Page



DEPUTY HEAD BOYS
Tian Fong & Tommie Wiid



DEPUTY HEAD GIRLS
Florence Best & Samantha Oliver

CAREERS & GATEWAY

CAREERS

The Careers Centre is located at the far end of the Conference Centre.

There you will find Mrs Drum, Careers Advisor, Ms Stewart, Vocational Pathways Manager and Mrs Shand-Marcusson, Gateway Co-ordinator.

The Careers Centre is open at interval, lunchtime (after sit-down lunch) and after school for general enquiries and perusing resources. However, if students require a career interview they need to request an appointment. Slips for this are available on Mrs Drum's desk in the Careers Centre. Once the slip has been filled out, an email will be sent advising of an appointment time. Alternatively, students may email Mrs Drum directly: m.drum@bdsc.school.nz. For this purpose, it is essential that student contact details are kept up-to-date, and the school is advised of any changes to these.

If parents would like an appointment either phone Mrs Drum on 273 2310 X365 OR email: m.drum@bdsc.school.nz.

There are many career notices and students need to check these regularly on the school website, and the plasma screens running in each of the whanau. Notices advising students of the many and varied opportunities available to them, will also be disseminated through admin on Wednesday and the whanau assemblies on Tuesday.

The focus for term 1 is to interview all Year 13 students. This is a brief meeting to check students' programmes align with their career aspirations. Students will be advised of their interview times in due course.



CAREERS
Ms Maureen Drum
m.drum@bdsc.school.nz
Ph 273 2310 ext#365

GATEWAY

Gateway is a programme that offers work experience for Year 12 and 13 students during the April and July School Holidays.

Our students will be given the opportunity to work a minimum of 30-40 hours in a work place environment be it Early Childhood, Retail, Hotel Management, Banking, Food and Hospitality, Hairdressing, Motor Industry, Sports leadership and Construction to name only a few. In addition, our students have the opportunity to gain 20 credits by doing unit standards in these sectors which will be highly beneficial for when they choose to leave school. We are looking for enthusiastic, work ready students who can show responsibility in getting out there and gaining confidence with a professional manner, and are able to represent BDSC with pride.

We will be running interviews over the coming weeks. All students of Years 12 and 13 who are interested are welcome to apply. Application forms are available from the Careers Centre or can be downloaded from Office 365 and returned by 26th of February 2017.

I would very much like to hear from parents of our students that have their own business in either the Building and Trades sectors, Retail, Food and Hospitality, Electronics or any business at all that is willing to help our programme by taking on Year 12 and 13 students for work experience during the April and July school holidays. These students are giving up their time to gain these extra credits as well as boosting their confidence and communication skills, whilst in return you are gaining the help of conscientious work ready young people who will have extra skills to take with them on leaving school to develop their career pathway. It would be wonderful for us as a school to work together in supporting our students through this wonderful transition from school into employment whether it be part-time or full time.

If you can be of assistance in this area I would love to hear from you and can be contacted on the email address or phone number below.



GATEWAY ADMIN
Ms Nicola Shand-Marcusson
n.shand-marcusson@bdsc.school.nz
Ph 273 2310 ext#371

2017 INFORMATION

STRUCTURE OF THE DAY

The start time of every day is 8.40 am, except Thursday (9.05 am). Each day will start with Period 1. Tutor-Admin is no longer on a Monday morning. It has moved to Wednesday after interval. Each day will have five one-hour periods, removing the six 50-minute periods on a Monday. The end time every day will be constant at 3.15 pm, as opposed to the slightly earlier finish on a Monday in 2015.

The expectation is students will be in class at 8.40 am (9.05 am on a Thursday). This means they need to aim to get here by 8.30 am at the latest (8.50 am on a Thursday) in order to get books, etc. from lockers, check out the daily notices and do other before-class activities.

We would also like to reinforce the expectation that once students have arrived at the college they are to remain. This means not going to Botany Town Centre to pick up breakfast or lunch after coming in to the college. This is because we can only guarantee the welfare of students on site and that is a clear expectation of parents that drop their children off, as well as the fact that many students arrive late because they have gone to Botany Town Centre in the morning. Passing through Botany Town Centre is a matter for parents and their children, but once students have come to college they must remain, unless they have an appointment or off-site study time (seniors), for the whole day.

Note: The dark green sections labelled Whole Staff, Whanau Staff and Professional Learning are for Staff only.

BDSC TIMETABLE				
Monday	Tuesday	Wednesday	Thursday	Friday
8:25 Whole Staff	8:15 Whanau Staff	8:25 Whole Staff	8:15 Professional Learning	8:25 Whole Staff
8:40 Period 1	8:40 Period 1	8:40 Period 1	9:00 Period 1	8:40 Period 1
9:40 Period 2	9:40 Period 2	9:40 Period 2	9:05 Period 1	9:40 Period 2
10:40 Interval	10:40 Period 2	10:40 Period 2	10:05 Period 2	10:40 Period 2
11:05 Tutor Mentoring or Assembly	11:05 Interval	11:05 Interval	11:05 Interval	11:05 Interval
11:30 Period 3	11:30 Whanau Assembly	Tutor - Admin 11:20 Period 3	11:30 Interval	Tutor Mentoring or Assembly 11:30 Period 3
12:30 Period 4	12:30 Period 3	12:20 Period 4	12:30 Period 3	12:30 Period 3
1:30 Lunch	1:30 Period 4	1:20 Period 4	1:30 Period 4	1:30 Period 4
2:15 Lunch	2:15 Lunch	Lunch (Longer Lunch) 2:15	2:15 Lunch	2:15 Lunch
3:15 Period 5	3:15 Period 5	3:15 Period 5	3:15 Period 5	3:15 Period 5

2017 INFORMATION

LINKS

More information regarding items listed in this section can be found at
<http://www.bdsc.school.nz/parents/uniform-and-stationery-parents> or
<http://www.bdsc.school.nz/parents/parent-guardian-handbook-and-resources>

UNIFORM

At Botany Downs Secondary College our students represent the College with pride, adhering to the uniform and grooming standards that are set by the Board of Trustees. We are sure that the positive impression of the College is enhanced by our high standards and we appreciate the support of parents to ensure the standards are maintained as agreed upon enrolment. Please refer to the Parent-Guardian Handbook (Section 25) for a complete description of the standards (link above). Students not in correct uniform are required to have a note from home explaining the reason for any discrepancy. The note is to be handed to the Whanau Leader for approval at the start of the day concerned. The Whanau Leader, if appropriate, will issue the student with a temporary Uniform Pass, or find an alternative solution.

The uniform shop will be open until mid-February each day from 9.00 to 4.00 pm and the rest of the year as follows:

Monday	8.00 – 9.00 a.m.
Tuesday	3.15 – 4.15 p.m.
Wednesday	8.00 – 9.00 a.m.
Thursday	8:00 – 9:00 a.m.

TERM AND HOLIDAY DATES 2017

TERM 1

Term dates:
 Tuesday 31 January to Thursday 13 April

Holidays:
 Monday 30 January Auckland Anniversary Day
 Monday 6 February Waitangi Day
 Friday 14 April Good Friday
 Monday 17 April Easter Monday (inside holiday)
 Tuesday 18 April Easter Tuesday (inside holiday)
 Tuesday 25 April Anzac Day

TERM 2

Term dates:
 Monday 1 May to Friday 7 July

Holidays:
 Monday 5 June Queen's Birthday

TERM 3

Term dates:
 Monday 24 July to Friday 29 September

TERM 4

Term dates:
 Monday 16 October to no later than Monday 11 December (tbc)

Holidays:
 Monday 23 October Labour Day

BRING YOUR OWN DEVICE (BYOD)

Botany Downs Secondary College expects all Year 9 to Year 12 students to bring their own device (BYOD) to support their learning. Year 13 students are also invited to bring their own device. Students can access the internet using the wireless

network on campus, and access learning materials provided by the college. This includes access to Office 365 and Monitor Web Printing (to print to school printers). While BDSC has extensive provision of computers (desktops and laptop, etc.) and specialist software as required, learning is enhanced when a student has his/her own device, one that can be used anywhere. Having your own device means the student can use the device that he or she prefers, and increases the amount of time a device is accessible for learning, both at college and at home. The most suitable device for learning is a laptop or similar with a keyboard, and reasonable screen size. You may wish to consider a device that allows a stylus or pen to be used, as this enables a blend of typing, writing and drawing. A smartphone is not suitable. More information about specifications are below. Please refer to the Parent-Guardian Handbook (Section 6) for more information about how devices support learning and the specifications expected of a suitable device (link above).

LIBRARY

The school has a tremendous library facility where students can borrow resources to support their learning, for recreational reading and get help with research. We should encourage all students to read more. Each student should have a library book in their bag and 20 minutes reading per day should be a minimum. The library is open before school from 8am, till 4pm for students to study and/or read.

For more information contact:
 Rachel Crewe
 Library Manager
r.crewe@bdsc.school.nz
 ext#228

Julie Mahar
 Textbook Co-ordinator/Library Assistant
j.mahar@bdsc.school.nz
 ext#218

2017 INFORMATION

STUDY CLASSES & INDEPENDENT LEARNING

Most Year 12 and 13 students have one study period. Study is marked on a student's timetable. If the study is Period 1 a student may study at home and come to school, ready for Period 2. Students with Study periods at any other time must remain on-site. Year 13 students will have on-site Independent Learning classes for four additional periods that will be monitored by staff. Year 13 students are expected to dedicate one study for each of their five subjects. Our expectation is that the independent study time will assist students to meet internal assessment deadlines, and develop self-study routines that help them to transition to tertiary study. Tertiary students must manage their time effectively and we believe we need to give Year 13 students opportunities to develop this discipline. We will certainly evaluate the effectiveness of this

approach. Our expectation is, as students demonstrate they are ready for further independence, that we will allow more freedom during these times. Again, this is an important part of the need to transition from secondary to tertiary students.

OUT OF BOUNDS

In general, students must remain in areas that are supervised by staff, unless with prior and specific permission. Students must remain on site once they have arrived at College until the end of the school day.

Please note that if you want to allow your child to go to Botany Town Centre before school then they should not arrive at College first, as they may not be allowed to exit once they have come into the grounds. This is because our duty of care can only be achieved on site. Students who leave the College grounds during the College day are required to give an explanation. Students going to the dentist, doctor or leaving the College for other good reason must show their class teacher their approved Exit Pass

which is available from Student Services (refer Section 1).

The following areas are out of bounds for all students:

- Botany Town Centre – unless accompanied by a guardian or appointment permission slip (yellow exit card), or Year 13 students on Botany lunch days.
- The main reception area should only be used when instructed by staff.
- The staffroom – at all times.
- The slip road at the front of the school.
- The Logan Carr Reserve (on the College's northern boundary).
- Students must remain closer than the cricket pitch on the fields, unless using the football field beyond for games.
- Dannemora Kindergarten.
- The Staff car parks- students may only cross at the designated crossing areas.
- Lifts – except with teacher approval or when needing the lift for accessibility needs.
- Lockers are not to be used during class instruction time.
- Level 2 of the college is out of bounds at lunchtime and interval, unless directly supervised by a teacher, or seeing the Sports Coordinators.
- Behind the PAC and Gym, and the access road to the South of the College.

PERSONAL PROPERTY

Please refer to Section 18 in the Parent-Guardian Handbook. We would like to reinforce that all personal property must be clearly named and that valuable items, must be securely stored. Bikes must be secured with a high quality lock in the available bike stands.

A further lock is placed through the frames of the bikes at 9 am and not removed until 3.15 pm. Consequently students that need their bike during these hours will not have access to it.

Lockers must be secured with a high quality – non-combination – lock. Devices that are not being used should be kept locked in a student's locker during the school day, turned off or on silent (not vibrate). The security of the device remains the responsibility of the student.

The College accepts no responsibility for loss or damage to items/property which are brought to College. Note that items that are lost and found are taken to Student Services. Items that are named are easy to return and ensure they go back to the rightful owner. Remember the BYOD policy is that we recommend student devices are covered by personal contents insurance, as College insurance cannot cover students' property.

CONFISCATION OF PROPERTY Items, including those that contravene the uniform and conduct codes (e.g. jewellery, caps, etc.) and that are not used for learning with explicit teacher permission may be confiscated (e.g. phones). Devices will be held until end of the week or collected by parent/guardian (if confiscated on Friday the item may be collected on the following Monday). Other confiscated items may be collected at the end of each term.

BOTANY LUNCH PRIVILEGE

Once clearance is given, Year 13 students may be given the privilege of being allowed to have lunch at Botany Town Centre on Tuesday and Thursday. This is strictly a Year 13 arrangement and may be removed if required.

2017 INFORMATION

ATTENDANCE

Botany Downs Secondary College is committed to ensuring that all of our students get the most out of their education, and wants to support our students to maintain regular attendance. Students who attend school regularly learn more and achieve better results. High attendance at school correlates strongly with academic achievement. We are very pleased that most students at Botany Downs Secondary College have attendance levels of over 98% and are giving themselves the best opportunities to achieve great results. As parents, you have an important role in ensuring that your child attends school whenever it is open, unless there is a good reason for his/her absence. Acceptable reasons for absence include sickness or serious family circumstances, such as bereavement. Where there is a good reason for absence, please contact the College as soon as possible. Please phone 273 2310, and follow the prompts to leave a message on the absence voice mail before 9:40 a.m. (dial 1 and then leave the absence message). Written communications can be sent to attendance@bdsc.school.nz. Please provide the student's name, tutor class, and the date, and reason for, the absence. If no reason is provided, or the reason is an unacceptable reason for absence, it is recorded as an explained, but unjustified, absence. The following methods of explaining student absences will be accepted from parents/caregivers: a written note, an email, a phone call or a face-to-face explanation (noted by staff member), or a text message to the college's 'absence' system, a certificate from a health professional, or completion of a 'Request for Leave'.

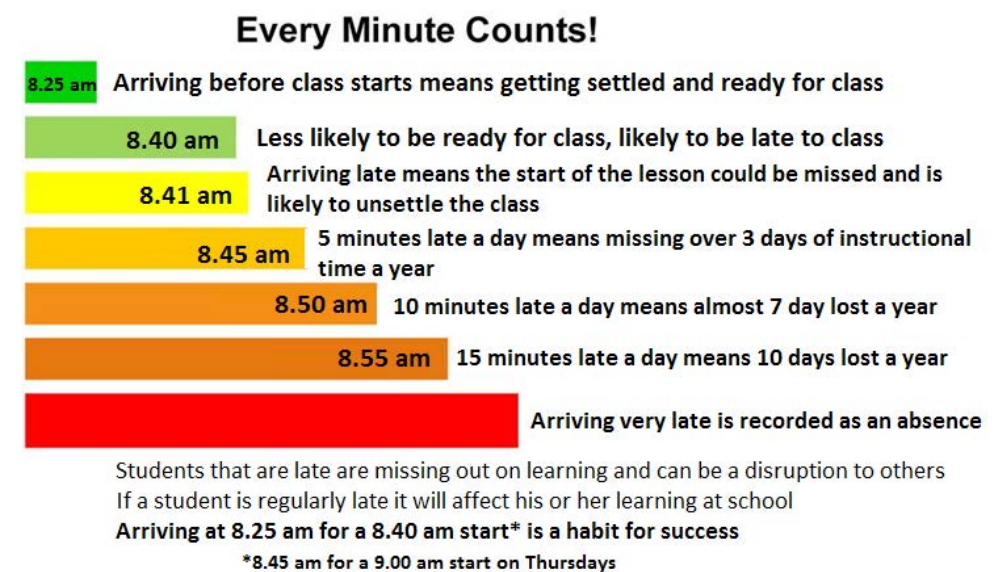
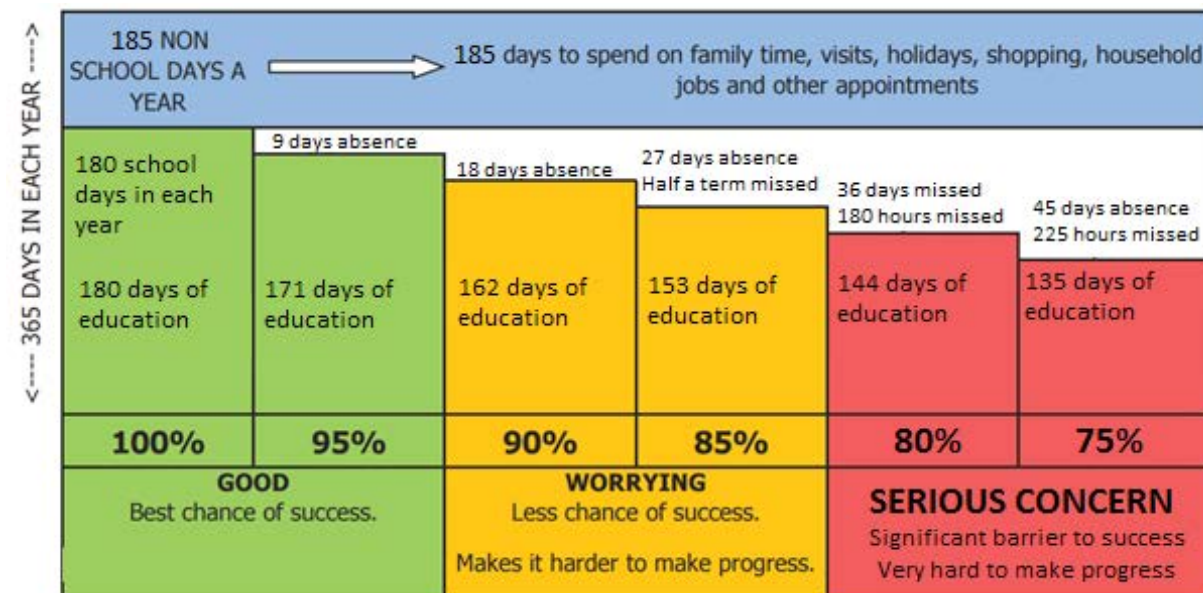
The Education Act (1989) – “the Act” – requires that all students enrolled at a school attend when it is open for instruction. The College has a legal responsibility to ‘take all reasonable steps to ensure the attendance of students enrolled at its school’ (Section 31(1) of the Act). This means the College has

to follow up absences and lateness with appropriate interventions. Parents/guardians are responsible for their child’s attendance at school, and it is an offence if this responsibility is not met for students under the age of 16 (section 29 of the Act). In situations where a parent/guardian condones (by lack of action or explicit approval) the absence of a child, then there may be a prosecution, although this is a last resort. The other key legal requirement for the College is the need to keep accurate records of attendance [Education (School Attendance) Regulations 1951].

Attendance is important and every day counts. The graphic illustrates how regular absences can add up to significant and serious loss of learning opportunities. Please engage with the College as soon as possible if there is any support we can provide to support your efforts to maximise your child’s attendance.

Being on time for means getting the most from lessons, and will typically mean a student is ready to learn. This means aiming to arrive 10-15 minutes before the scheduled start of the day and being ready to learn with all the right materials. A student who is late to school may not be ready to learn, will miss instructions, and may disrupt the class on entry. Every minute counts. If a student is absent 5 minutes once a week that is equivalent to missing 1.5 hours of instruction. Being late by 5 minutes once a day adds up to 16 hours (or 3 days) of lost instructional time (refer to the graphic)

Please refer to the Parent-Guardian Handbook (Section 1) for more information about our Attendance Protocols that are in place to support better attendance.



TRAFFIC PLAN

STUDENTS DRIVING TO SCHOOL

The Botany Downs Secondary College Board of Trustees encourages all students to walk to school. This is beneficial for the environment, for the health of our children and does not lead to traffic/parking issues with the local community.

We also realise that there may be occasions when students need to drive. These students are required to complete a Driving to School Permission form which is located on Office365. They should return the completed form to their Whanau Leader. They will then be issued with a vehicle pass which should be available on request.

Students will not be permitted to park in the College grounds or in the narrow streets that surround the College such as Magee, Magilligan, Mellefont, Millisle, Moy or Mulroy Place. Cars parked along these narrow streets occupy the few spaces intended for residents and restrict access for any emergency vehicles. These streets are regularly monitored by the Auckland Council and the local Police for vehicle infringements.

No passengers should be carried in the cars unless prior arrangement is made that notifies the parents and the College. The College will take no responsibility for the car or its contents. Parents must accept the conditions and responsibility for the Health and Safety of their child travelling to and from the College

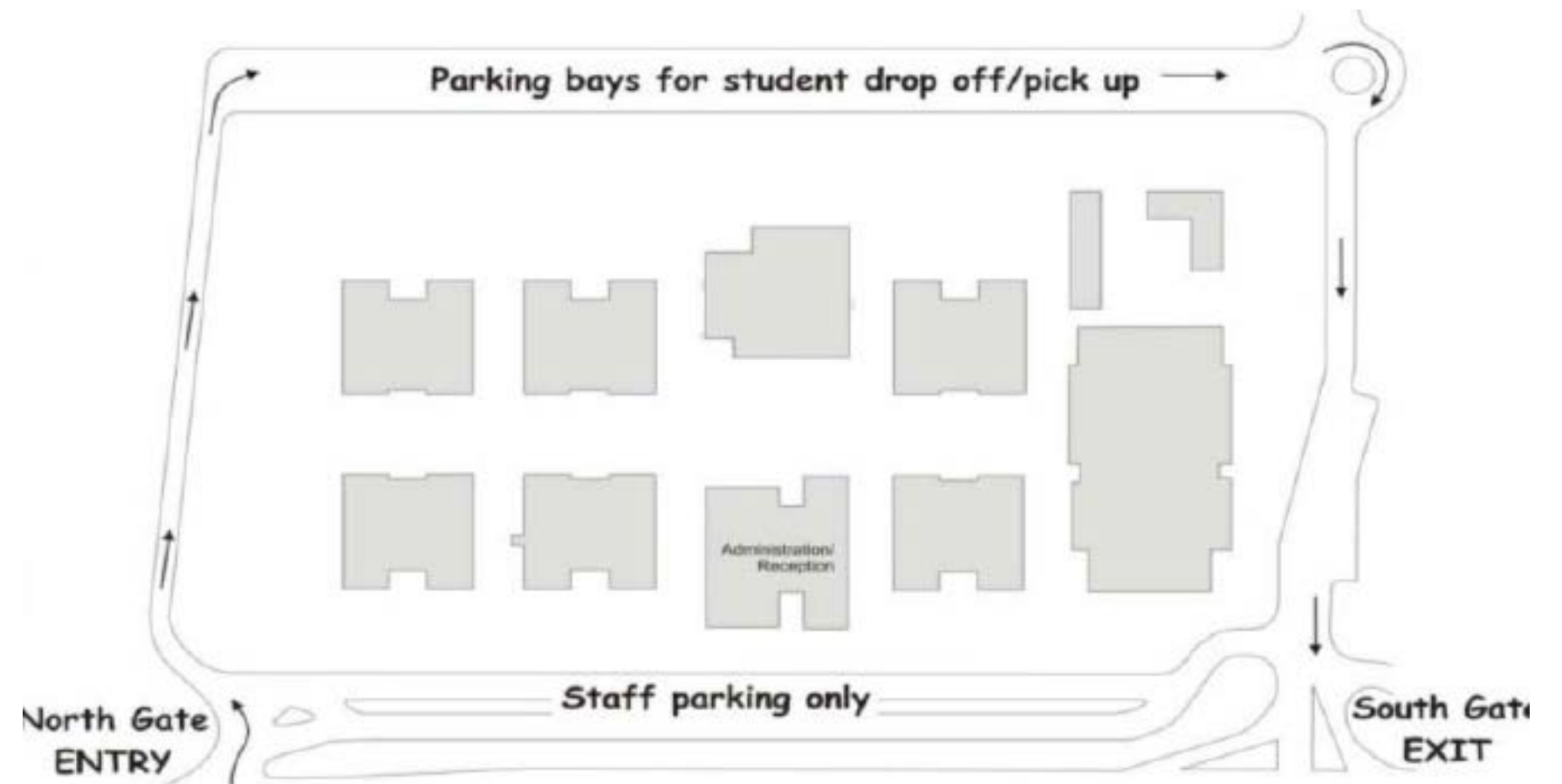
TRAFFIC MANAGEMENT PLAN

To prevent traffic congestion we strongly recommend that walking to school is the best option for students. However should you need to drive your student to school dropping them off in the car park at Botany Town Centre directly opposite the pedestrian crossing at the southern gates is a good idea.

The official student drop off and pick up area on school grounds is in the back car park. Traffic will enter via the northernmost gate, and continue down the one way road past the green water tanks to the back car park. Cars will leave the school grounds past the roundabout out the southernmost exit past the Panasonic Performing Arts Centre to the traffic lights. The front slip road is closed to through traffic and is used for staff parking only. There is

provision of a disabled car park at the front of the administration block, along with several visitor car parks for official business during the school day. There is to be no parking of parents' cars on the College grounds.

The drive between Chapel Road and Kilkenny Drive is for Pedestrian Traffic only and there is no thoroughfare for cars between Chapel Road and Kilkenny Drive. No cars are to enter the school grounds through the controlled intersection at the southern boundary of the school from 3:00 pm. It creates a very dangerous situation for our students. Please do not wait for or drop off for your child in the Eastview Baptist Church car park. Please do not stop in the area outside the back of the Performing Arts Centre. This causes a tailback onto Chapel Road and is a serious hazard.



CAFE PRICES

Come and see what the café has to offer – as well as the regular everyday items, we periodically sell chicken tender subs, meatball subs, BBQ chicken and cheese wraps, and garlic bread. At morning tea, our most popular item is a spaghetti bun/hash brown combo, at just \$2.50.

Just as a reminder, we always have fresh fruit available at a very reasonable price. Our school café is committed to providing a wide range of healthy food options for both students and staff. A copy of the menu is available on the school website.

Remember that we have EFTPOS facilities at the café.

EVERY DAY ITEM PRICE LIST (as of Term 1 2017). Subject to change.

HEALTHY CHOICES:

<u>Filled Bread Rolls:</u>	
Chicken & Salad	\$4
Ham & Salad	\$4
<u>Salads (orders only)</u>	
Ham, Chicken, Beef, Veg or Tuna	\$6
<u>Sandwiches:</u>	
<u>White Bread</u>	
Ham & Salad	\$3.50
Chicken & Salad	\$3.50
<u>Brown Bread</u>	
Ham, Chicken, Beef, Tuna or Vegetarian, all with Salad	\$4.50
<u>Pizza Breads</u>	
Hawaiian or Vegetarian	\$3
<u>Hot Dogs</u>	\$3
<u>Toasted Sandwiches (orders only)</u>	
1 Filling	\$2.50
2 Fillings	\$3
3 Fillings	\$3.50
Options: Ham, Cheese, Tomato	
<u>Soup (winter)</u>	
Flavour of the day	\$3
With a bread roll	\$3.50
<u>Muffins</u>	\$1.50
<u>Fresh Fruit</u>	\$1

SNACKS:

<u>Potato Chips</u>	\$2
Chicken, Salt'n'Vinegar or Ham'n'Cheese	
<u>Dried Noodle Snack</u>	
BBQ	\$1
<u>Cookies</u>	
Choc-chip or Afghan	\$1
<u>Spaghetti bun</u>	\$1.50
<u>Hash brown (Interval only)</u>	\$1

HOT LUNCHES:

<u>Hot Bite Noodles</u>	
Chicken, Beef or Oriental	\$3.50
<u>Pies (Mon, Wed, Fri only)</u>	
Mince	\$4
Chicken	\$4
Mince & Cheese	\$4
Steak & Cheese	\$4
Potato Top	\$4
Butter Chicken	\$4.50
<u>BBQ Chicken wrap</u>	\$4.50
<u>Nachos (Mon and Fri - lunch only)</u>	\$4
<u>Steamed Buns</u>	
Pork or Chicken	\$3

DRINKS:

<u>H2GO water</u>	
Small Plain	\$2
Large Plain	\$3
Large Flavoured	\$3.50
Lemon'n'Lime, Wildberry or Sparkling Lime	
<u>Just Juice 500ml</u>	
Orange'n'Mango or Tropical	\$4
<u>Up'n'Go</u>	
Chocolate or Vanilla	\$3
<u>Chocolate Milk</u>	\$2

FROZEN TREATS:

<u>Juicies</u>	\$1
Lemonade, Wildberry, Apple or Tropical	
<u>Chocolate Moosies</u>	\$2
<u>Slushies</u>	
Raspberry, or Tropical	\$2

HOT DRINKS:

<u>Hot chocolate</u>	\$2
<u>Cappuccino</u>	\$2.50
<u>Mochaccino</u>	\$2.50

COLLEGE SPORTS

SPORTS DEPARTMENT

The Sports office can be found on the upper level, next to the lift. There are 3 sports co-ordinators at BDSC Miss Mahar, Mr Samuel and Mrs Adams who all work alongside each other in the office. They are your first point of contact for anything regarding co-curricular sport. Mr McLennan is the Director of Sport, developing the vision for sport here at BDSC.

The school sporting year is split into Winter and Summer. With summer sports being played in Term 1 and Term 4 (Juniors) and winter sports taking place in Terms 2 and 3.

At BDSC we offer a wide range of sports and cater for all levels. At the start of 2016 we will collect 'Expressions of Interest' during one lunchtime (Friday 10 February), where students can register their interest to play certain sports. This means we can send out relevant information to all those who are interested (e.g trial dates, meetings).

We have a facebook group 'BDSC Sport News' which we regularly update with information, so if you belong to any of our teams or just considering it we recommend that you ask to join.

BDSC fields a high number of teams and finding enough coaches in order for all our teams to compete is always hard. So any parents/family friends that wish to help coach/manage a team please make sure you get in touch with us, any help is always greatly appreciated.

See you on the sidelines.

All general enquiries: sports@bdsc.school.nz

THE TEAM

Director of Sport
Mr McLennan k.mclennan@bdsc.school.nz ext #465

Sports Co-ordinators
Miss Mahar je.mahar@bdsc.school.nz ext #344
Mr Samuel j.samuel@bdsc.school.nz ext #219
Mrs Adams r.adams@bdsc.school.nz ext #226

DIRECTOR OF SPORT – KARL



Kiaora, My name is Karl McLennan.

I have been appointed the new Director of Sports at BDSC, and will be teaching junior Health and Physical Education. I am grateful for the opportunity to work in this school.

Originally from East Auckland, via Otago University, and Porirua. The last 11 years as a whanau leader and PE teacher in Wellington.

I am passionate about learning, sport, community and working with young people. I enjoy competing, coaching and being involved in any sport.

The 2017 sport season is already underway for some teams, I am very impressed with commitment shown from the First XI cricket team, who have been training hard, with full attendance and positive attitudes. This is the expectation for all BDSC sports teams.

We have a great team of dedicated sports coordinators. Rachel Adams, Jessica Mahar and John Samuel. The 21 students on the sports council have been helping with sport sign ups, sharing

messages with their whanau, and helping with day to day sporting operations at BDSC.

If you would like to contact me to discuss the sport program specifics, offer your support in any way, my email is k.mclennan@bdsc.school.nz

SWIMMING SPORTS

Swimming Sports is being held on Thursday 16th March at the Papatoetoe Centennial Pools. This event is optional; however, we would like as many students to come along as possible. Permission forms will be available from the first week back at school.

UNIFORM 2016

There is still a lot of outstanding uniform from 2016. As summer sport is fast approaching, we ask that all outstanding uniform be returned to the sports office as soon as possible. Students will not be issued with uniform for 2017 sport if they have outstanding uniform from 2016.

COACHES AND MANAGERS WANTED

With the increasing participation numbers in sport here at BDSC we are always on the hunt for coaches and managers to help with the huge numbers. Sports currently seeking coaches include:

- | | |
|---------------------|--------------------|
| Touch Rugby | Junior Cricket A/B |
| 3rd XI Cricket | Cricket Girls |
| Football Girls/Boys | Basketball |
| Netball | Lacrosse |
| Squash | Baseball |

COLLEGE SPORTS

ATHLETICS DAY

Athletics Day is being held on Tuesday 21st February (saver day Wednesday 22nd February). This is a whole school event hosted on the school field. Parents are welcome to come and support.

Due to the large number of students involved and for the day to run smoothly, we have to hold a number of events prior to the day. All students must be in PE gear to compete; no one will be allowed to take part wearing school uniform.

EVENTS	DAY and TIME	Notes
Junior 200m qualifying rounds (Boys and Girls)	Wed 15th Feb 1.20pm	ONLY THOSE RUNNERS WHO QUALIFY CAN COMPETE IN THE COMPETITIVE (TIMED) HEATS ON THE DAY. ** Please get changed asap and report in PE gear to the field. Heats start promptly.
Intermediate 200m qualifying rounds (Boys and Girls)	start of lunchtime	
Junior 100m qualifying rounds (Boys and Girls)	Thurs 16th Feb 1.30pm	
Intermediate 100m qualifying rounds (Boys and Girls)	start of lunchtime	
Junior/Intermediate 100m/200m catchup (If required)	Fri 17th Feb 1.30pm	
	Fri 17th Feb 1.30pm	Please be prompt.
3000m ALL (competent runners only)	Thurs 16th Feb 8 am before school	
1500m ALL (competent runners only)	Frid 17th Feb 8 am before school	

SPORTS TRIAL DATES TERM 1

SPORT	TRIAL DATES/TIMES	TRIAL VENUE	MATCH DAY (Please only trial if you can make match days)
VOLLEYBALL (Sen Boys and Girls)	Girls – Friday 3rd Feb 3:30pm Boys – Tuesday 7th Feb 3:30pm	School Gym	Thursdays
CRICKET – Juniors, Seniors and 3rd XI	Tuesday 7th Feb 3:30pm Wednesday 8th Feb 3:30pm (Training to start on Thursday 9th Feb TBC)	School Fields	Saturdays
BASEBALL (Senior)	Monday 13th Feb 3:30pm	School Fields	Wednesdays
SOFTBALL (Girls)	Register at the sports office Trials TBC		Wednesdays
TENNIS (ALL)	Girls – Thursday 9th Feb 7:30am Boys – Friday 10th Feb 3:30pm	School Tennis Courts	Saturdays
GOLF	Register at the sports office		Mondays
ORIENTEERING	Register at the sports office		Tuesdays
BASKETBALL	Premier/U19 Boys – Tuesday 14th Feb 5:30pm Tuesday 21st Feb 5:30pm Tuesday 28th Feb 5:30pm Premier/U19 Girls – Monday 20th March 5:00pm OTHER GRADES TBC	School Gym	Tuesdays
FOOTBALL (BOYS)	Senior Football Muster – Monday 20th Feb 3:30-5pm	School Fields	Saturdays

KEY DATES 2017

Tuesday 21 February	Atheltics Day
Thursday 16 March	Swimming Sports
Thursday 13 April	Term 1 Ends
Friday 14 April	Good Friday
Monday 17 April	Easter Monday
Tuesday 18 April	Easter Tuesday (Education Sector Public Holiday)
Tuesday 25 April	Anzac Day
Monday 1 May	Term 2 Starts
Monday 5 June	Queen's Birthday
Friday 7 July	Term 2 Ends
Monday 24 July	Term 3 Starts
Friday 29 September	Term 3 Ends
Monday 16 October	Term 4 Starts
Monday 23 October	Labour Day
Thursday 14 December	Term 4 Ends (approx date tbc)