

# Otago Girls' High School

PROSPECTUS  
2020



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**Mrs R. Bazika DipTchg, NDBE, PGDip** Counselling and Guidance Careers Advisor, Digital Technology, Gateway

**Mrs C. Beaman BSc, DipTchg** Science

**Mrs K. Boomer BA, DipTchg, Cert TESOL, Cert TEAL** English Language, Spanish, Dean of International Students

**Ms A. Brown BComm, DipGradTchg** Business Studies, Economics

**Mrs A. Budd BDes(Fash), DipTchg, PGCert (Applied Practice)** Digital Technology, Specialist Classroom Teacher

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**Ms J. Chapman BSc, DipGrad(Statistics), DipTchg** Mathematics, HOD Mathematics

**Mrs N. Chapman BA(Hons), CELTA, GradDip (InfoDesign), DipGradTchg** English, Literacy Leader

**Ms T. Choo MDanSt, DipDance, TC(RAD, CSTD)** Dance

**Mrs K. Claman BMus, BA, DipTchg** Mathematics, NZQA Liaison

**Mrs M. Clements BPhEd, BComm, DipTchg** Health & Physical Education, HOD Health & Physical Education

**Mrs J. Cole BSc, BTchg** Mathematics, Assistant HOD Mathematics

**Mrs C. Cook DipHomeEconomics** Food and Nutrition, Food Technology, Hospitality, HOD Technology

**Mrs A. Crowe MGuidCouns, BHSC, DipTchg, PGDipSc, MNZAC** Guidance Counsellor

**Mr T. Curtis BPhEd, BSc, PGDipSci** Biology, Science

**Ms K. Davie BSc, PGDipTchg** Science

**Ms K. Dick BA(Hons), DipTchg, DipGradTheatre Studies** English, HOD English

**Miss W. Dunn BSc, DipTchg** Science, Biology

**Mr C. Durrant MA(Hons), DipTchg** German, French, HOD Languages

**Mr S. Edmunds BA, GradDipTchg** Mandarin

**Mrs R. Flanagan DipHomeSci, DipTchg** Textiles Technology, Assistant Head of House (Williams)

**Mrs R. Gordon BSc, DipTchg** Physics, Science

**Miss C. Hayward BA, GradDipTchg** Drama, English

**Mrs R. Hickley DipPE, DipTchg** Health & Physical Education

**Ms T. Holmes BA, DipTchg** French, Assistant HOD Languages, Head of House (Allan)

**Ms J. Hunter BA, DipTchg, PG DipEd, B.Ed** Māori, Social Studies, Dean of Māori Students

**Mr K. Hurtado-Stuart BSc, PGDipEd** Mathematics, Physics, Science

**Ms A. Hutton MTchg, BA, DipTchg, CertEd(Man), PGDipArts** Mathematics

**Mrs R. Joyce BA GradDipTchg (Sec)** Media Studies, Geography, Social Studies, Assistant Head of House (Benjamin)

**Ms B. Kingi DipCraftDesign, DipTchg** Art, Design and Visual Communications, Hard Materials

**Mrs R. Laiman BFA, GradDipTchg** Design Textiles

**Miss A. Law BPhEd, BTchg(Sec)** Dance, Spanish, Assistant Head of House (Cruickshank)

**Miss L. Mackay BA, LSB, GradDipTchg, PGCert (Applied Practice), RTSCA** Drama

**Mrs P. Mackay Dip PE, DipTchg** Mathematics, Physical Education

**Dr W. Martin PhD, MTchgLn, BA(Hons)** English

**Mrs M. Matthews BPhEd, DipTchg** Health & Physical Education, Outdoor Education

**Dr G. McGowan PhDEnviroChem, BSc(Hons), GradDipTchg** Chemistry, Mathematics, Science

**Mr M. McGowan BSc(Hons), PGDE** Mathematics

**Ms S. McNatty MPhEd, PGDip OE, BSc, DipTchg** Outdoor Education, Physical Education, Acting Head of Physical Education

**Mrs V. Millar BSc, DipTchg** Science, Chemistry, SENCO, Head of House (Benjamin), HOD Junior Science

**Mrs E. Mitchell BEd (PE), GradDipTch Lrn (Sec)** History, Social Studies, Assistant Head of House (Allan)

**Ms T. Munro BA, DipTchg** Social Studies, TIC Geography, TIC Tourism, HOD Social Sciences

**Ms J. Nielson BA, DipTchg** English, Head of House (Williams)

**Mr J. Otley MFA, DipTchg** Art, Painting, Sculpture

**Ms K. Parkinson BFA, DipTchg** Dance

**Dr I. Phillips PhD(Chemistry), MRSC, BSc(Hons), DipTchg** Science, Chemistry, HOD Science

**Mr S. Pickard BFA, DipTchg** Design and Visual Communications, Hard Materials, PB4L Coach

**Miss R. Pollitt BSc, DipTchg** Mathematics, Student Liaison Teacher

**Ms C. Robson DipFineArts, (Photography), DipTchg** TIC Art, Art History, Art, Photography

**Mrs J. Seward BA, GradDipTchg (Sec)** TIC Classical Studies, Assistant HOD English

**Miss A. Sharp BCAPSc, DipTchg(Sec)** Food Technology, Hospitality

**Mrs A. Sims BSc (Hons), PGCE, MInSt** Science

**Mr E. Shields BA, DipTchg, PGCert AP-DC** Music, HOD Performing Arts

**Ms F. Speight BA(Hons), DipTchg** Social Studies, History

**Ms L. Taylor BEd, DipTchg, CELTA** Economics, English, English Language

**Mr M. Te Ngahue BA GradDipTchg** Māori, Social Studies, Wairua Pūhou Coordinator

**Ms B. Thomson BA, GradDipTchg, Dip Career Counselling, MTESOL** Japanese, English Language, TIC Peer Support

**Mr D. Trickey BA(Hons), PGCE** Mathematics, Social Studies, Vocational Pathways, TIC Sports

**Miss T. Ward BPhEd, DipTchg** Health & Physical Education, Outdoor Education

**Mrs B. West BA, DipTchg** English, Literacy Leader

**Miss M. Young BEd, DipTchg** Health & Physical Education, Head of House (Cruickshank), TIC Outdoor Education

## SUPPORT STAFF:

**Ms K. Ashbrook** Cleaning Staff

**Mrs A. Burgess** Accounts Assistant

**Ms L. Clare** Cleaning Staff

**Mrs. D. Colson** Canteen Assistant

**Mr S. Dixon** Caretaker

**Mrs J. Grant** Attendance Officer

**Mr P. Grimsey** Caretaking Department

**Mrs A. Hart DipTchg(Primary)** Teacher Aide

**Mrs C. Henderson** Administration Assistant

**Mrs L. Hill** Careers Administrator

**Ms C. Hokianga DipSportsStudies** Sports Coordinator

**Mrs. N. Kandasamy LLB** Student Accounts

**Mrs K. Kane Grad DipTchg (Primary)** Teacher Aide

**Ms S. Katuke** House Manager

**Rev J. Kim MA(Applied Linguistics), BA, BTheo, PGDTheo** Chaplain

**Mrs M. Leonor BSc, PGDip Computer Science** ICT Systems Manager

**Mrs M. Leunissen MSc** Teacher Aide

**Ms T. Lowe** Canteen Manager

**Mrs E. McDonald** Business Manager

**Mr J. Monson** Technology

**Miss K. Moataane** Teacher Aide

**Mrs T. Phillips** Teacher Aide

**Ms K. Rowley NDipScience** Laboratory Technician

**Ms S. Seque** Cleaning Staff

**Mrs G. Shand** Cleaning Staff

**Mrs J. Smallfield JP, BA(Hons), DipTchg** Librarian

**Mr A. Stephenson DipManagementServices** International Student Director

**Mr T. Sullivan** Cleaning Staff

**Mrs S. Watt** Principal's PA, Secretary to BOT, Duke of Edinburgh Coordinator

# GENERAL INFORMATION



## Location

Otago Girls' High School is located close to the business and commercial centre of Dunedin. This allows easy access to community resources such as playing fields, museums, Moana Pool, art galleries, Otago Polytechnic and University of Otago. All these facilities play a part in the school's extensive education beyond the classroom programme. The school also owns a harbour side facility that is a hub for water sports and Education Outside the Classroom.

## School hours and attendance

Students are required to be at school by 8:40am and school usually finishes at 3:20pm.

Regular attendance and punctuality are essential for progress. Parents are asked to ensure that school hours are observed and no extra time off is asked for. Dental and medical appointments are to be made outside school hours whenever possible.

Parents are asked to notify the Attendance Officer of any absence from school or for leave required at lunchtime, along with the reason for this absence, by phone, email or the school app.

The Attendance Office monitors daily attendance, issues 'exeat' passes and maintains contact with parents, keeping them informed.

## Uniform

At Otago Girls' High School students are encouraged to take pride in their appearance. The wearing of correct school uniform is required.

The black leather laced school shoes and navy school blazers are to be worn with both summer and winter uniforms.

All clothing must be clearly named.

Cosmetics, jewellery, tattoos and piercings are not allowed, except for one plain stud in each ear.

Extreme haircuts or colour are not allowed.

### Summer uniform

(Compulsory for all students Term 1 and Term 4)

- Navy skirt with box pleat and blue blouse
- Short white socks
- Navy school blazer.

### Winter uniform

(Compulsory for all students Term 2 and Term 3)

- Green Douglas tartan kilt
- Navy school blazer
- White pointed collar blouse (long sleeved, deep collar)
- Junior tie – plain navy
- Senior tie – navy and white striped
- Navy tights.

### Optional with summer or winter uniform

- School trousers
- School raincoat
- School jersey or vest
- Scarf – Green Douglas tartan (available from school) or plain navy blue school scarf.

### Regulation school bag

Please purchase the navy Mercury-Bay School Bag (RP108). H & J Smith holds a stock of these.

### Sports uniform

PE Top and Shorts are available from NZ Uniform Shop, 124 Crawford Street. Appropriate sports shoes and socks should be worn.

### Team uniform

Students playing sport for the school will be informed which team uniform they will need.

### Uniform Shop

The school operates a second-hand Uniform Shop where good quality second-hand uniforms may be bought and sold. Alternatively, the uniform of Otago Girls' High School may be purchased from either of our stockists: H & J Smith or the NZ Uniform Shop.

## Transport

Bus transport gives access to Otago Girls' High School from every suburb in the city.

## Enrolment process

The Board operates an enrolment scheme to prevent overcrowding at the school. A copy of the scheme is available at the school office and on our website.

## Positive behaviour for learning

All students are expected to behave in accordance with our Positive Behaviour for Learning core values of Respect (Kia Whakaute), Positivity (Kia Hihiri) and Integrity (Kia Pono), and to adhere to school expectations.

Punctuality, tidiness of dress and good behaviour are expected at all times, as is a regard for the school's and other people's property.

## Reporting home

Detailed written and interim progress reports will be provided for all students during the year.

Thirty-minute Student Learning Conferences with students, parents and mentors will be held twice during the year for students in Years 10 to 13. Parents are expected to attend these with their child.

Individual subject parent interviews happen over two evenings in Term Two. This is a chance to meet your child's teachers and discuss progress about individual subjects.

A subject selection evening is also held in Term 3 for students and their parents to discuss career options and subject choice for the following year.

Parents are welcome to discuss their child's needs with the Principal and/or staff at any time. Please contact the school office for an appointment.

## Canteen

Food is available for purchase at interval and lunch time from the school canteen. Purchase may be made online through the 'School Sorted' app.

## Medication

Parents must inform the school of any treatment that is needed. Any medication must be stored in the school office. Students are not allowed to share personal medication with other students.

## Activities

Parents are asked to contribute \$160 per student to an activities fund that is used for pool hire, ground hire, library, school excursions, sports equipment and school magazine.

Depending on their choice of subjects some students will be taking courses where there is a "take home" component of materials. The school levies a charge to cover the cost of such materials, rather than expecting girls to provide them. Statements will be sent electronically at the beginning of each term.

## Homework

Our school values homework. In order to develop good self-management and work habits among the students, a reasonable amount of homework is required.

Year 9 and 10 students should do one hour of homework every night and seniors should do approximately two hours.

All students are required to keep a homework diary and parental involvement and interest in their child's homework is encouraged.

## Stationery

Stationery for all year levels can be purchased over the internet, by mail order or in store. Students' subject choices will be confirmed in early November and stationery letters provided to students in early December. At that time you should click on 'stationery' on the Otago Girls' High School website and do your shopping on-line.

All students should arrive with their stationery on the first day of school. It is recommended that all stationery be purchased before mid-January to ensure delivery before school starts.

Students are responsible for the safe return of all books issued to them.

## Digital devices

OGHS has a comprehensive IT network that supports both administration and learning needs. The Google Education Suite is the school's primary digital learning platform and all students are expected to bring their own laptops to school each day. See the e-Learning section on the school website for minimum specifications.

## Cellphones

Cellphones can be a valuable learning and communication tool. Learning to manage their use is an important skill that students need to develop.

If students are found using their phones inappropriately the teacher may remove their phone from them. If this happens the student may collect their phone from the school office after 4pm. A second infringement will require a parent or caregiver to collect the phone from the office.

Cellphone and laptop use is covered by the school's Acceptable Use Agreement. The use of cellphones on school activities is at the discretion of the teacher in charge.

## PTSA

The Parent Teacher Student Association meets monthly and plays an active role in the affairs of the school.

Funds raised by the PTSA and the annual membership donation of \$30 are used to purchase additional resources for the students and provide financial support and scholarships.

The PTSA is closely involved with the Board of Trustees.

## Sports Council and Arts Council

The OGHS Sports and Arts Councils were established to provide direction and support for all students who play sport and/or participate in the visual and performing arts. Made up of parents, staff and students, these councils meet once or twice a term.

## Alumni Association/ex-girls' branches

The school also has an Alumni Association which ex-girls and supporters of the school are encouraged to join. Please visit [www.otagogirls.school.nz/alumni](http://www.otagogirls.school.nz/alumni)

# SPORT



SPORT	TIME OF YEAR
Aerobics	Terms 2 & 3
Athletics	Terms 1 & 4
Badminton	Terms 2 & 3
Basketball	Terms 2 & 3
Canoe polo	Term 2
Cricket	Terms 1 & 4
Cross country	Term 2
Curling	Terms 2 & 3
Cycling	All year
Equestrian	Term 1
Fencing	All year
Football	Terms 2 & 3
Futsal	Terms 1, 2 & 4
Handball	Terms 1 & 4
Hockey	Terms 2 & 3
Ice hockey	Terms 2 & 3
Multi-sport	All year
Netball	Terms 2 & 3
Orienteering	Term 1
Rock climbing	Terms 1 & 4
Rowing	Terms 1, 3 & 4
Rugby/Sevens	Terms 2 & 3
Sailing	Terms 1 & 4
Skiing	Term 3
Softball	Terms 1 & 4
Squash	Terms 2 & 3
Surfing	Terms 1, 2 & 4
Swimming	Term 1
Tennis	Terms 1 & 4
Touch	Terms 1 & 4
Volleyball	Terms 1 & 4
Waterpolo	Terms 1 & 4

# CULTURAL ACTIVITIES

CULTURAL ACTIVITIES	TIME OF YEAR
Amnesty International	All year
Chamber Music	Terms 1 & 2
Choirs	All year
Creative Writing	All year
Debating	Terms 1, 2 & 3
Duke of Edinburgh Award	All year
Enviro-schools Group	All year
Global Leadership	All year
Hip Hop Dance	Terms 2 & 3
Itinerant Music Lessons	All year
Jazz Band	All year
Junior Production	Term 2
Kapa Haka Group	All year
Library	All year
OGHS/OBHS Production	Term 2
Orchestra	All year
Pasifika Group	All year
Pasifika Voices Speech Competition	Tem 2
Portfolio Art Exhibition	Terms 2 & 3
Public Speaking	All year
Robotics	Term 2
Rock Band	All year
Shakespeare Festival	Terms 1 & 2
Wearable Art	Terms 2 & 3



## Otago Girls' High School

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41 Tennyson Street, Dunedin 9016, New Zealand

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

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