



Gisborne Intermediate School

Te Paekura

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email : admin@gisint.school.nz | web : www.gisint.school.nz

2025 ENROLMENT APPLICATION

Office use only	Date started:	Hub:	Teacher:	Tech:	Enrol No:
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Student Details

Legal Surname(s):	2025: Year 7 <input type="checkbox"/> / Year 8 <input type="checkbox"/>
Legal First Name(s):	Male <input type="checkbox"/> / Female <input type="checkbox"/> / Other <input type="checkbox"/> _____
Preferred name:	Date of Birth:
Student's Address:	
Country of Birth:	NZ Residency: Yes <input type="checkbox"/> / No <input type="checkbox"/>
If not NZ born, date entered NZ:	Nationality/Ethnicity:
If Māori , please state Iwi Affiliation:	
Last school attended:	Teacher:

Additional Details

Do you have siblings that attended GisInt? (if yes, please provide names, attended years)
Has a parent of this child attended GisInt as a student in the past? (if yes, please provide names)
Do you give permission for your child's photo to appear publicly i.e. school newsletter / website / Facebook / blog / local paper : Yes <input type="checkbox"/> / No <input type="checkbox"/>

Caregiver 1 Details (<i>Adults who the student lives with and who care for them</i>)	Legal Guardian: <input type="checkbox"/>	
Full Name:	Relationship to student:	
Home ph: <input type="text"/>	Work ph: <input type="text"/>	Cell ph: <input type="text"/>
Email address: <input type="text"/>		

Caregiver 2 Details	Legal Guardian: <input type="checkbox"/>	
Full Name:	Relationship to student:	
Home ph: <input type="text"/>	Work ph: <input type="text"/>	Cell ph: <input type="text"/>
Home address (<i>if different to Parent / Caregiver identified above</i>): <input type="text"/>		
Email address: <input type="text"/>		

Emergency Contact In an emergency, <u>if you are not available</u> , whom would you like us to contact?		
Full Name:	Relationship to student:	
Home ph: <input type="text"/>	Work ph: <input type="text"/>	Cell ph: <input type="text"/>

Other Parent Details (<i>if applicable</i>) please attach copy of legal custody documentation	Legal Guardian: <input type="checkbox"/>	
Full Name:	Relationship to student:	
Home ph: <input type="text"/>	Work ph: <input type="text"/>	Cell ph: <input type="text"/>
Home address: <input type="text"/>		

Medical Information

Please advise of any medical conditions (including allergies) that may require any healthcare response. (Please provide any documentation if necessary)

Serious Allergies:

Medication / Dosage:

 FormDo you give permission for your child to be given a Panadol tablet if deemed necessary? Yes / No

Doctor/Medical Centre:

Phone No :

Dietary Requirements - please list any dietary requirements for Food Technology or school lunches:**Special learning needs or agencies involved** (e.g. ICAMHS, OT):**Cell Phone / Correct Uniform Agreement**

Our students do not use cell phones as a learning device at GisInt. Students who bring a cell phone to school must hand it in to the office at the start of the day. I understand GisInt accepts no responsibility for loss or damage to student cell phones.

I understand that wearing of the full and proper GisInt uniform is a condition of enrolment and I will support the school by providing this uniform for my child and I will ensure my child wears it at all times.

Signed Parent / Caregiver: _____ Signed Student: : _____ Date: _____

Please bring the following with this enrolment form**One** of the following Birth Certificate Passport (including current visa, if applicable)*Proof of address—this address **must** match Caregiver 1 - **One** of the following—all bills and letters must be dated within the last 2 months* Rates bill Tenancy Agreement Power Bill Internet Bill Work and Income Letter**Office Use Only:** POA sighted Copy Birth Cert/Passport Signed: _____**Signed / Filled in** EOTC Consent Form e-Learning Agreement Parent Information Form Ngā Manu a Rēhua additional form (if applying)

I understand that the information on this form will only be used for normal school procedures and routines in accordance with the guidelines for the Privacy Act 2020.

I agree for key information to be shared by email with secondary schools for the purpose of continued education (names, address's, phone numbers, emails).

I certify that all of the above information is correct. I agree that my child will observe the rules of the school.

I agree for my child to be on a "Learning Support Register" if they require additional learning or behavioural support as recommended by the school or requested by us as parents. (Please make an appointment to meet with the Principal/Deputy Principal if you have concerns around this).

Parent/Caregiver signature: _____

Date: _____

Gisborne Intermediate School

Te Paekura

2025 EOTC PERMISSION FORM

Dear Parents/Caregivers

This form acts as consent for your child to attend events and activities deemed as low risk in respect to EOTC (Education Outside the Classroom) opportunities. We would appreciate you completing this from at enrolment phase.

The Ministry of Education's EOTC guidelines identify four EOTC activity types, each with recommended types of parental /caregiver consent. In brief they are;

A	<u>On-site — in the school grounds</u> i) Lower risk environments ii) Higher risk environments*	i) No consent sought or blanket consent ii) Separate consent for each event or programme
B	<u>Off-site events in the local community occurring in school time</u> i) Lower risk environments ii) Higher risk environments*	i) Blanket consent at enrolment ii) Separate consent for each event or programme
C	<u>Off-site events — ending after school finishes</u> i) Lower risk environments ii) Higher risk environments*	i) Blanket consent at enrolment ii) Separate consent for each event or programme
D	<u>Off-site residential overnight events</u> i) Lower risk environments ii) Higher risk environments*	i) Separate consent ii) Separate consent for each event or programme

* involves risk assessed to be greater than that associated with the average family activity

All EOTC activity categories require staff to undertake an analysis of risks and identify the management strategies required to eliminate, isolate and minimise the risks. Students will be involved in this process where practical. Emergency procedures are also in place.

Blanket Consent

I agree to the participation of _____ in *lower risk category A, B and C* Education Outside the Classroom events while a student Gisborne Intermediate School.

I have provided the school with up-to-date medical information through the enrolment form and will make every endeavour to ensure this information is current.

Parent/Guardian Name: _____

Relationship to student: _____

Signature: _____ Date: _____

Gisborne Intermediate School

Te Paekura

2025 E-LEARNING AGREEMENT

The following agreement covers the student's use of all e-Learning facilities at Gisborne Intermediate School for educational use and the online publication of student work and images. **Students may use these facilities for class work, research, the preparation of assignments and appropriate school communication.** The resources provided include computers, access to network resources, educational programmes and the internet. Care must be taken to ensure the resources are protected from harm and that no users are exposed to materials considered offensive or illegal. Students and parents should carefully read the conditions below. To have access to the school's e-Learning resources, students must agree to abide by the school's e-Learning Agreement.

1. I will be given my own Google Account username and I will log on only with that username. I will not allow anyone else to use my username, or give anybody else access to my account.
 2. My password is my own for which I am responsible.
 3. I will not use or have any involvement in using my school account in a way that might put myself or anyone else at risk (e.g. bullying, endangering my Cyber Safety, inappropriate use...).
 4. I understand that at all times ICT must not be used to offend, upset, or bully under any circumstances.
 5. I understand that the rules in this agreement apply to BYOD devices as well.
 6. Students must take care of and care for all ICT tools and equipment at all times.
 7. Students' online school accounts will be monitored. Students need to be aware that documents, files, and media stored in their Google Drive folders will be checked from time to time by their teacher or the computer technician. Any students not following instructions will have access restricted or denied.
 8. The use of e-Learning facilities, specifically the Internet, is for educational, collaboration, and research purposes only:
 - Deliberate attempts to look for or download and use material that is illegal or which would be thought of as offensive is not permitted. Only materials required for **school activities** may be downloaded. If students should unknowingly navigate to a website that contains material that may be considered offensive, they must clear the screen immediately and notify the teacher.
 - Privacy and ownership of others' work and materials from the internet must be respected at all times. Teachers will endeavour to educate students around the understandings of copyright and creative commons.
 - The use of online collaboration through chat facilities, video conferencing etc, must only be carried out as part of educational online activities.
 9. When bringing a BYOD (Bring your own device) to school students and parents understand:
 - Students will need their BYOD named to identify the owner.
 - Students take full ownership for their device; including insurance. **School will not replace damaged or lost equipment.**
 - All devices must arrive at school each day fully charged. A charger may be used during the day if required.
 - Devices are only to be used under adult supervision. **Not during interval or lunch times without teacher permission.**
 - Devices brought to school are for the use of my child. Any sharing is at my child's discretion.
 - Students will use cloud based applications such as Google Apps for file management.
 - To ensure appropriate network filters, students will only use the BYOD wireless connection in school and will not attempt to bypass the network restrictions by using outside networks such as 3G/4G.
 - It is the owner's responsibility for the repair of any malfunctioning/damaged devices. Gisborne Intermediate **does not supply technical services for student owned devices.**
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Online Publication of Student Images and School Work

The school uses a range of learning technologies to enhance student learning. These include email, and the Internet. From time to time, we publish on the school's website and social media sites (such as Facebook); material for educational purposes, to share the results of learning within the school community, and to promote the school within the wider community. This may include examples of students' schoolwork and images of students and groups of students in activities at the school. Images of students may include scanned, digital, or video of them taking part in school or class activities.

Teachers will adhere to the Code of Ethics as a guide for safe and effective use of all social media. Please refer to the Ministry of Education's guidelines.

<http://educationcouncil.org.nz/content/code-of-ethics-certificated-teachers-0>

Objectives

There are three main reasons the school publishes student material online:

- a. to educate the student in accordance with the national curriculum, including the role and use of technology in society;
- b. to encourage the student to be part of and participate in the school community; and
- c. to promote the school in the wider community.

Gisborne Intermediate School

Te Paekura

2025 E-LEARNING AGREEMENT

By signing this agreement and using the equipment and resources of Gisborne Intermediate School, the student agrees to abide by these conditions and the parent/guardian agrees to support the school to uphold them. We appreciate that when used appropriately digital technologies are an important tool in the learning process. Students are responsible to abide by the e-Learning protocols promoted by the school.

Parent (Please tick boxes to indicate consent)

- I understand the conditions under which e-Learning facilities are made available and agree to those conditions. I further understand that additional explanations can be obtained from the school upon request.
- I understand that my child may be accessing the Internet for educational purposes or in accordance with this Agreement. I understand that any use of facilities contrary to this Agreement, or generally, will be treated as a breach of school discipline and shall be dealt with accordingly. This may involve a period of non-use of digital technologies at school.
- The school reserves the right to vary the terms of this Agreement to accommodate unforeseen circumstances relating to the use of facilities by students. Variations shall be in writing signed by the school Principal, and shall be distributed to students and shall take effect accordingly.
- I authorise Gisborne Intermediate School to publish images/video of my child on the Internet, as well as any work that he/she may create at school, in strict compliance with the ministry's guidelines for social media use in the classroom. I agree that this consent shall continue, unless withdrawn by notifying the school.

Caregiver

Parent/Guardian Name: _____

Relationship to student: _____

Signature: _____ Date: _____

Student

I agree to abide by the conditions outlined in the school's e-Learning Agreement and I am aware of my responsibilities with regard to the use of e-Learning facilities at Gisborne Intermediate School.

Student Name: _____

Date: _____

Gisborne Intermediate School

Te Paekura

2025 PARENT INFORMATION FORM

Dear Parents/Caregivers

In order for us to make an informed decision around the classroom placement of your child, we invite you to provide us with information from your perspective as a parent/caregiver. This information will be used in conjunction with information from the previous school and the student themselves to determine placement at Gisborne Intermediate.

Student's Name:	
School they have come from:	Current teacher:
What are your child's interests and talents?	
How would you describe your child's academic ability?	
How would you describe your child's attitude towards learning?	
How would you describe your child's social skills?	
What teacher qualities are likely to get the best out your child? <i>(please do not name a specific teacher—we do not accept teacher requests)</i>	
Are there any students who your child would work well with? We do our best but please note this is not a guarantee of placement.	Are there any students who you believe it is important for your child NOT to be placed in the same learning environment with?
Please indicate to us the kind of learning environment that you believe would be best suited to your child's learning style.	
Tick relevant box	<input type="checkbox"/> A traditional classroom environment with just one teacher to meet my child's needs
	<input type="checkbox"/> A collaborative environment where my child will have access to multiple teachers in one learning space
	<input type="checkbox"/> Ngā Manu a Rehua Education team (please complete additional information requested if you choose this option)
	<input type="checkbox"/> I am comfortable for GisInt to place my child with any recommendations from their previous school

Gisborne Intermediate School

Te Paekura

2025 ADDITIONAL INFORMATION - Ngā Manu a Rēhua

Only complete this if you wish for your child to be considered for inclusion in this education team

Student's Name:

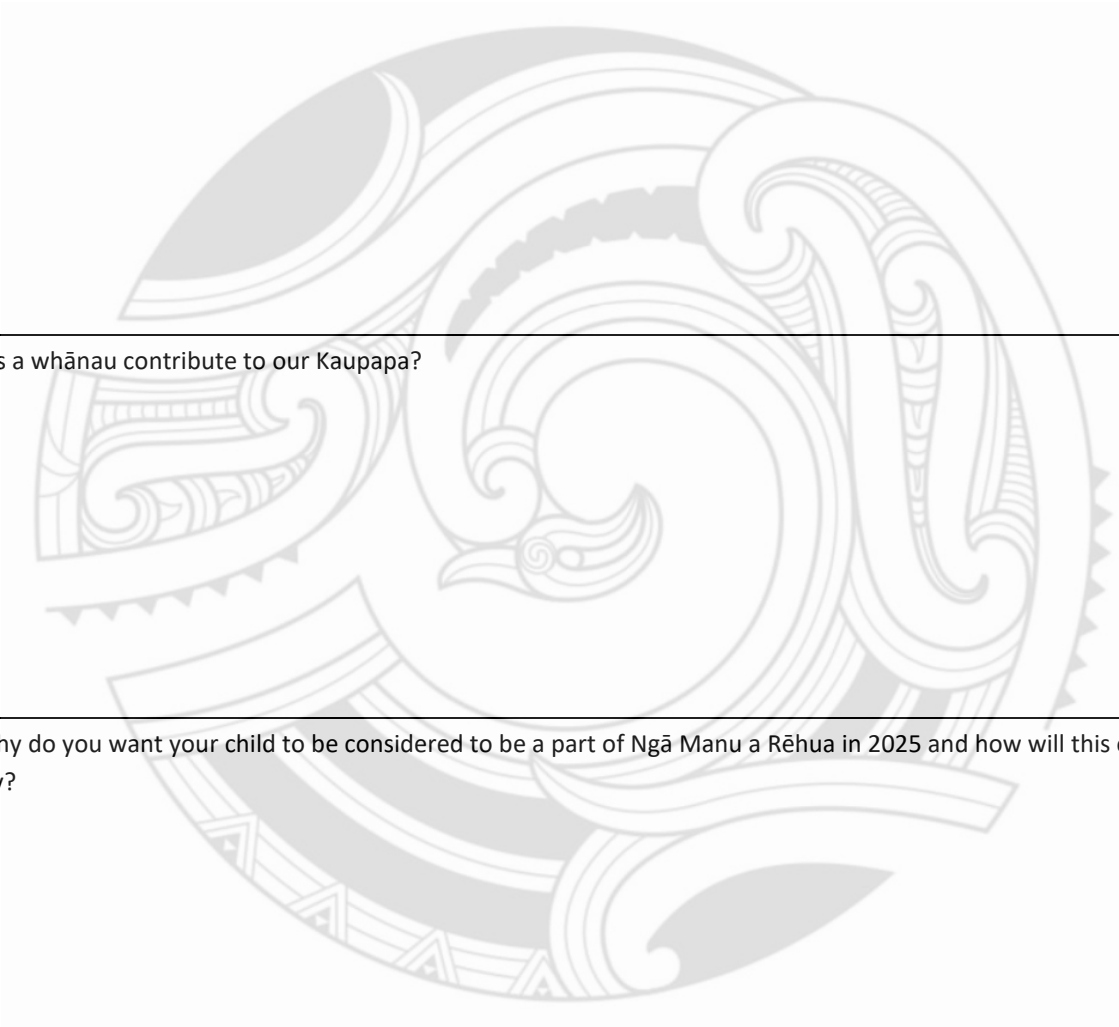
School they have come from:

Please give information on your child's pepeha. Please include your marae.

What can you as a whānau contribute to our Kaupapa?

As a whānau, why do you want your child to be considered to be a part of Ngā Manu a Rēhua in 2025 and how will this enhance their learning journey?

As a student, why do you want to be a part of Ngā Manu a Rēhua in 2025 and how will this help you grow?





Kia ora koutou,

This information is for those families who **live outside our school enrolment zone** and are looking at enrolling a **new Year 7 student** to our school.

This enrolment scheme only impacts **NEW** enrolments.

If you live out of zone and your child **already attends** Gisborne Intermediate, your child can still attend Gisborne Intermediate. They will automatically move to Year 8. You **do not** have to apply for a place. If you have a new Year 7 child who will be enrolling, you will need to follow the process below.

2025 enrolments

On direction from the Ministry of Education, we need to reduce our overall numbers in the school. The Board of Trustees has met and discussed the number of students we are likely to be receiving from our contributing schools and how many places we can offer to out-of-zone students.

For 2025, the board has decided that we can offer 40 places for out-of-zone students who will be Year 7 in 2025.

Placements are **NOT** offered on a first-in-first-served process. These are allocated through the criteria in the attached documents.

Timeline (the Ministry of Education sets the closing date and date for offering placements)

Monday 19th August 2024 – all enrolment applications welcome.

Monday 21st October 2024 - 3.30 pm - enrolments for out-of-zone places close.

To be considered for an out-of-zone placement, your enrolment form needs to be completed and with the office by this time.

Friday 1st November 2024 – Out-of-zone placements offered.

You will be contacted about your application for an out-of-zone place no later than Monday 1st November 2024.

Application forms will be available on our website www.gisint.school.nz, for collection from the office, or contact the office and they will email one to you. These are available from Monday 19th August 2024.

Please find attached the information on our home zone and the criteria for processing out-of-zone applications.

I know this can be unsettling and put added stress on families. After reading the information attached, if you have any questions or would like clarification, please do not hesitate to contact me.

Ngā mihi,

Andy Hayward

Principal

andy.hayward@gisint.school.nz

growing great people

Out of zone enrolments

Each year the board will determine a number of places which are likely to be available in the following year for the enrolment of students who live outside the home zone.

For 2025, the board has decided that we can offer 40 places for out-of-zone students who will be Year 7 in 2025.

Applications for enrolment will be processed in the following order of priority.

These priorities are set by the Ministry of Education, not by Gisborne Intermediate.

First Priority

This priority category is not applicable at this school because the school does not run a special programme approved by the Secretary.

Second Priority

Must be given to any applicant who is the sibling of a current student of the school.

Third Priority

Must be given to any student who is the sibling of a former student of the school.

Fourth Priority

Must be given to any applicant who is a child of a former student of the school.

Fifth Priority

Must be given to any applicant who is either a child of an employee of the board of the school, or a child of a member of the board of the school.

Sixth Priority

Must be given to all other applicants.

Places must be allocated in priority order until each category is reached. If there are more applications than places available, selection will be made by ballot.

Home zone

An online version of this map can be accessed at <https://www.educationcounts.govt.nz/find-school>

All students who live within the home zone described below (and shown on the attached map) shall be entitled to enrol at the school.

Home zone description

From the Wainui Rd Bridge the zone boundary travels along the western side of the Waimata River up to and including 299 Riverside Road.

The boundary then travels in a north-westerly direction around the outskirts of Gisborne City including those roads with direct access to Valley Road and Shelley Road.

The home zone boundary then travels in a northerly direction to 1813 Waimata Valley Road including Mander Road, Utting Road, Bailie Road, Monck Road and Marshall Road.

It then travels overland in a westerly direction including Ngakoroa Road and Newman Road, crossing Matawai Rd (SH2) to McMillan Road.

The boundary travels south including Humphreys Road and Lavenham Road up to the intersection with Tangihanga Road, until it reaches Waipaoa River.

The home zone boundary then follows the Waipaoa River to the coast. The boundary then travels north along the coast to the Wainui Rd Bridge.

Each year, applications for enrolment in the following year from in-zone students will be sought by a date which will be published in a community newspaper circulating in the area served by the school. This will enable the board to assess the number of places which can be made available to students who live outside the home zone.

