

International Student Orientation Booklet



Name:



Welcome to Rutherford

Welcome! We are very glad that you have come to join our school family and trust that you will make many new "Kiwi" friends and that your time at Rutherford College will be happy, exciting, and challenging. Rutherford College provides lots of opportunities for the development of skills in a wide variety of activities. Take your opportunities and build on them before you move on to a more advanced place of study or into the world of employment.

On your first day at school, we will take you through an orientation programme so you can begin to feel comfortable at Rutherford College. We will also assess your English language level. This is so that we can place you in the right classes. After your tests, we will talk to you about your subjects and we will build a timetable for you, which will have the subjects and lesson times on it. Sometimes this can be changed later if the classes are too hard.

Your time at Rutherford will be best for you if you try to speak English as much as you can and try to make friends with students who are not from your home country. The local students at Rutherford College, as well as the other international students, are friendly and will respond to your friendliness.

We strongly encourage you to view our school website <u>https://www.rutherford.school.nz/</u> Pay particular attention to the international section. It has a lot of relevant information that you may find useful including relevant policies, enrolment contract and links to websites that may be useful.

Need Help?

Ask any staff or students at Rutherford College but especially your International Ambassador, Tutor Teacher or the staff at the International Village.



Director, International Students

Fiona Bridges bridgesf@rutherford.school.nz +64 21 430648 The emergency contact for you is Mrs Bridges. In an emergency you can contact her on the cell phone number above.



International Student Administrator Rachael Mitchell mitchellr@rutherford.school.nz

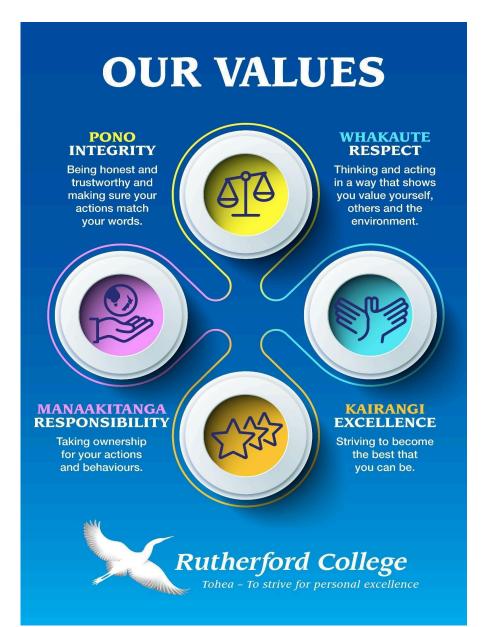


House System

The whānau house system provides opportunities for students to interact with one another in positive and stimulating activities that enhance their connection with their whanau group and school, while providing leadership opportunities to aspiring students. The school is broken up into three whānau groups - Tāne Mahuta, Tama-nui-te-rā and Rūaumoko. Each whanau group has a name that is meaningful to Rutherford College and has an associated colour that is reflected on the PE shirts worn by its members.

Rūaumoko(Red)God of Earthquakes, volcanoes and seasons. Auckland is a volcanic region.Tāne Mahuta(Green)God of the forest. We are located near the Waitakere Ranges.

Tama-nui-te-rā (Yellow) God of the sun. Te Atatū means dawn.





Dates and Times 2024

Each school day has five teaching periods and a Tutor time. During Tutor time, your Tutor teacher will alert you to any important information that you need to know, or there may be an assembly in the hall. Students should be in the school grounds before 8:40am each day and ready outside their classroom by the time the bell goes for Period 1.

Students who arrive late or enter their Period 1 class after the bell, must obtain a late pass from the Attendance Officer or see Mrs Bridges.

Term Dates 2024	STARTS	ENDS
Term 1	Tuesday, 30 January	Friday, 12 April
Term 2	Monday, 29 April	Friday, 5 July
Term 3	Monday, 22 July	Friday, 27 September
Term 4	Monday, 14 October	Wednesday, 11 December

Year 11, 12 and 13 students will finish earlier in Term 4 due to NCEA external examinations being held. Year 11,12 and 13 students are recommended to check with the International Department before booking flights home as students intending to sit NCEA examinations must be in NZ to do this or risk not gaining their qualification.

Term 3 Dates to Remember

Monday 22 July	Term 3 Begins - orientation for new students
Friday 23 August	Rutherford Day (changed school day programme)
Friday 6 September	Mid-term Break (school closed)
Tuesday 17 September	Senior derived grade exams begin
Monday 23 September	Senior derived grade exams finish
Friday 27 September	End of Term 3



PERIOD	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	8:50 – 9:50	8:50 – 9:50	8:50 – 9:50	8:50 – 9:50	8:50 – 9:50
2	9:50 – 10:50	9:50 - 10:50	9:50 – 10:50	9:50 - 10:50	9:50 – 10:50
Tutor Time	10:50 –11:10	10:50 - 11:10	10:50 - 11:10	10:50 - 11:10	10:50 - 11:10
Interval	11:10 –11:30	11:10 - 11:30	11:10 - 11:30	11:10 - 11:30	11:10 - 11:30
3	11:35 –12:35	11:35 – 12:35	11:35 – 12:35	11:35 – 12:35	11:35 – 12:35
4	12:35 – 1:35	12:35 – 1:35	12:35 – 1:35	12:35 – 1:35	12:35 – 1:35
Lunchtime	1:35 – 2:05	1:35 – 2:05	1:35 – 2:05	1:35 – 2:05	1:35 – 2:05
5	2:10 - 3:10	2:10 - 3:10	2:10 - 3:10	2:10 - 3:10	2:10 - 3:10

Weekly Timetable 2024

School Uniform

During your time at the school, you may need to wear the school uniform. You can buy the uniform once you are in New Zealand from.... The approximate cost of the uniform is \$450. You can buy the following items in your home country before you come:

https://theuniformshoppe.co.nz/location/the-uniform-shoppe-avondale/rutherford-college/

Year 9-11 Uniform



Year 12-13 Senior Uniform





Technology

Rutherford College requires all students to bring their own device to school to connect to the internet and carry out classroom activities digitally. Teachers use Google Classrooms and online learning sites to engage and support students academically. All students must agree to the Digital Contract and use the internet sensibly.



Wi-Fi at Rutherford College

Wireless is available throughout the school. You can connect to RC-D4L using your username and password. Your username is: firstname.lastname Your password is: this will be supplied to you



Rutherford School Emails

To access your school emails <u>http://portal.office.com/</u> Email: your school email Password: your school password



Google Classroom

To access Google Classroom, first create a google account using your school email address. This can then be used to login to other platforms. <u>https://account.google.com/</u> Email: your school email Password: your school password



School Bridge

Sign in with Google or use your school email address then request a magic link Allow notifications. Add a PIN Code - select the More...option in the bottom menu then Set PIN.



My Mahi

Sign in with Google Allow notifications



Extra-Curricular Activities

Rutherford College has a wide range of extra-curricular activities. Please talk with your International Ambassador or ask at the International Village Reception if there is an activity you are interested in joining. You can see the full list by visiting the Rutherford College website. https://www.rutherford.school.nz/student-life/sport/sports-booklet https://www.rutherford.school.nz/student-life/arts-culture

Some of our activities are listed below:

Cultural Groups – these run throughout the school year		
Environment Group	Amnesty International	
Debating	Art Club	
Philosophy Lounge	Brain Bee	
A Capella Group	Concert Band	
Anime and Manga Club	E Sports	
Te Kotuku Kapa Haka	Feminist Club	
Choir	Fairy Bread (LGBTQ+)	
Animal Rights Group	Indian Dance	
Linguistics Club	International Languages Week Committee	
Polyfest	Library Monitors	
Chess Club	Model UN Assembly	
Studio Show	Pasifika Committee	
Robotics Club	Photography Club	





Sport	Terms Available	Season
Athletics	Term 1	Summer
Archery	Terms 2 & 3	Winter
Badminton	Terms 2 & 3	Winter
Basketball	Terms 2 & 3	Winter
Cricket	Terms 1 & 4	Summer
Cycling	Available to experienced riders	Winter
Distance Running	Terms 2 & 3	Winter
Dragon Boating	Term 1	Summer
Equestrian	Available to experienced riders	All year round
Football (soccer)	Terms 2 & 3	Winter
Hockey	Terms 2 & 3	Winter
Lawn Bowls	All year	All year
Mountain Biking	Available to experienced riders	All year round
Netball	Terms 2 & 3	Winter
Orienteering	Term 1	Summer
Rowing	Term 1	Summer
Rugby	Terms 2 & 3	Winter
Rugby League	Terms 2 & 3	Winter
Softball	Terms 1 & 4	Summer
Squash	Terms 2 & 3	Winter
Swimming	Term 1	Summer
Table Tennis	Terms 2 & 3	Winter
Tennis	Term 1	Summer
Touch	Term 4	Summer
Volleyball	Term 4	Summer
Waka Ama	Term 1	Summer

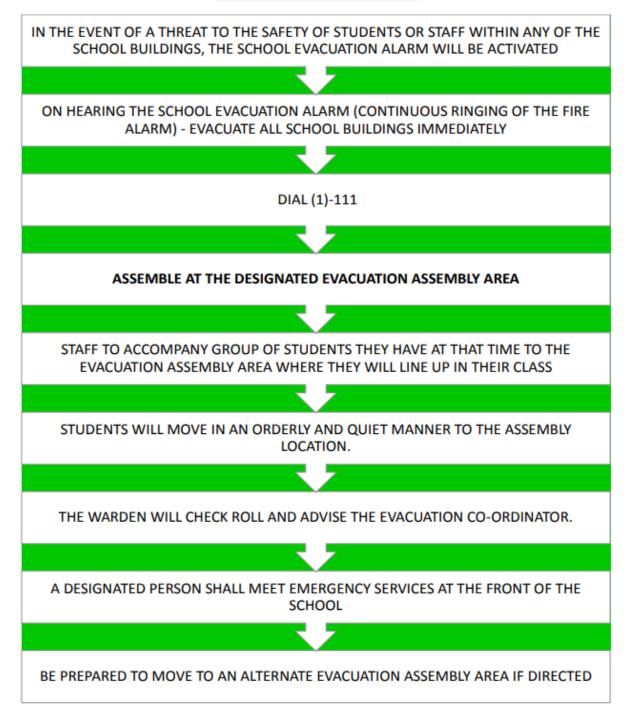




Emergency Procedures:

The instructions for emergency procedures are on the wall in each classroom.

EVACUATION PLAN

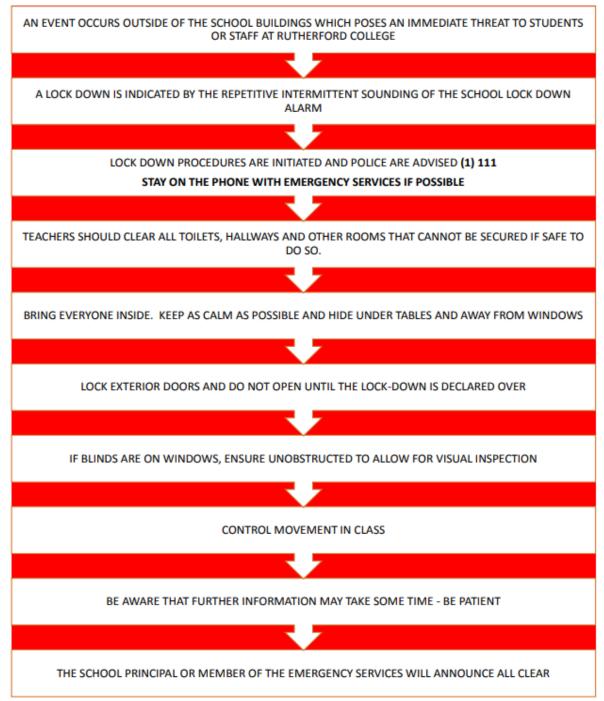




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Course Progressions

A full selection of the subjects available to study at Rutherford College is available to be viewed on our website. <u>https://www.rutherford.school.nz/academic/curriculum</u>

The course books also provide insight into what the subject involves and any assessments within the course.

	COURSE PROGRESSIONS	3		COUKSE PROGRESSIONS	5
Subject	Year 9	Year 10	Year 11	Year 12	Year 13 * UE Approved
ARTS - Visual	Visual Arts	Art Art Design	Art	Art	Art * Design *
			Photography	Photography	Photography *
	Dance	Dance	Dance	Dance	Dance *
	Drama	Drama	Drama	Drama	Drama *
AK15 - Fertornung	Music	Music	Music	Music	Music "
ENGLISH	English	English	English	English	English *
			Media Studies	Media Studies	Media Studies *
ESOL	ELL	ELL	EL3	EL4	ELL / EAP
LANGUAGES	Chinese	Chinese	Chinese	Chinese	Chinese *
	German	German	German	German	German*
	Japanese	Japanese	Japanese	Japanese	Japanese *
TE AO MAORI	Te Reo Maori Te Ao Maori	Te Reo Maori Te Ao Maori	Te Reo Maori Te Ao Haka	Te Reo Maori Te Ao Haka	Te Reo Maori * Te Ao Haka *
MATHEMATICS	Mathematics	Mathematics	Mathematics Mathematics Internal Mathematics Combined	Mathematics Mathematics Internal Mathematics Combined	Mathematics - Calculus * Mathematics - Statistics *
HEALTH EDUCATION PHYSICAL EDUCATION	Health Physical Education	Health Physical Education Sports Science	Physical Education Physical Activity & Leisure Studies Health	Physical Education Physical Activity & Leisure Studies Health Outdoor Education	Physical Education * Physical Activity & Leisure Studies Health * Outdoor Education Police and Uniformed Services
SCIENCE	Science	Science	Science Physical Science Science Applied	Biology Chemistry Physics General Science	Biology * Chemistry * Physics * General Science *
SOCIAL SCIENCES	Social Studies	Business Studies Financial Literacy Philosophy Social Studies	Accounting Economics Geography History	Accounting Economics Geography History Travel and Tourism Classical Studies	Accounting * Economics * Geography * History * Travel and Tourism Classical Studies *
TECHNOLOGY	Computer Science Digital Technology	Computer Programming Digital Technology	Computer Programming Electronics	Computer Programming Electronics	Computer Programming * Technology Product Design *
	Fashion Design Food Technology	Electronics Fashion Design Food Technology	Fashion Design Food Technology Hospitality Graphics	Fashion Design Food Technology Hospitality Graphics	Technology Fashion Design * Food Technology * Hospitality Graphics *
	Hard Materials	Graphics Hard Materials	Building Engineering Technology Product Design	Building Engineering Technology Product Design Mechatronics	Building Engineering Technology Product Design * Mechatronics
PATHWAYS			Skill Pathways	Skill Pathways Early Childhood Gateway	Skill Pathways Early Childhood Gateway



Additional Information

Attendance

You must come to school every day. This is a requirement of your student visa. Acceptable reasons for being absent are:

- Sickness/injury
- Family death
- Dental/medical appointment
- Emergency



If you are absent from school, please ask your host family or caregiver to contact the school. If you are absent with no explanation, your homestay family will be contacted and if there is not a valid reason for your absence, your agent or parents will be informed. As attendance is a condition of your enrolment at Rutherford College, should it become a concern, the Disciplinary Policy may be invoked and enrolment terminated.

Travel

You must inform the Director of International Students, Mrs Bridges in writing of any proposed travel out of Auckland, at least 2 weeks prior to departure. Permission will then be sort from your agent/parent(s) for this to occur. No travel out of Auckland can happen without this permission being given. No student will be permitted to travel unaccompanied out of Auckland.



Car Ownership / Driving

International Students are not permitted to own or drive any motor vehicle. This includes cars, motorbikes or scooters. Driving in a car when it is driven by anyone other that your agent, homestay parents or a school employee is also not permitted. Please discuss any concerns with Mrs Bridges.

Work

Students who are over 16 and studying in Year 12 or 13 are able to apply for a change in condition to their visa. This will then allow them to work up to a maximum of 20 hours per week during term time. Written permission must be obtained from parents and from the school before applying to immigration NZ, there is a cost involved in this.

https://www.immigration.govt.nz/new-zealand-visas/preparing-a-visa-application/education-quals-s tudy/working-on-a-student-visa



Health and Wellbeing

Rutherford College has both nurses and school counselors on site. Please tell the staff at the International Village if you are feeling unwell or visit the school nurse at the health clinic. School counsellors can be contacted via instagram - @rutherfordcounselling or emailed - <u>counsellors@rutherford.school.nz</u>. If you require external support, we can help you access a doctor, dentist, mental health, or any other medical appointments.

Careers and Transition

Two trained careers counsellors are on site during the week to assist students with information about school options, tertiary study and career opportunities. If you wish to access these services please contact the staff at the International Village who can assist you to make an appointment.

Library and Study

The school library or Information Commons is open during the day until 4pm. It is a good place to study and there are computers available for you to use. You are also welcome to use a room at the International Village as a study space.

Canteen

The canteen sells a range of food, which is open at intervals and lunchtimes. You can pay by cash or eftpos.



Transport



An AT HOP card is a reusable prepay smart card for travel on trains, ferries and buses around Auckland. Top up your card before travel and tag on and off an AT service to pay for your fare. Make sure you have your card registered to gain student rates as these are cheaper. To top up your AT Hop card, you can either, top up in person at a station top up machine or over the counter at an AT Hop retailer. Download the AT mobile app so you can track your bus / train, receive notifications and plan your journey.

https://at.govt.nz/bus-train-ferry/at-hop-card/what-is-an-at-hop-card-how-it-works

Uber / Taxis

Please check with Mrs Bridges or your agent before using these - some agents do not allow students to travel by uber or taxis. Uber is a private transport company, which is widely used in Auckland. The Uber app can be downloaded onto your phone.



Phone calls / Internet

NZ's international calling code is +64 or 0064. Auckland's area code is 09. To all Auckland addresses from overseas dial 00649 or +649. In NZ calls to an 0800 number are free of charge but charges may apply to all other numbers called from a cell phone. It is a requirement to have an NZ cell phone number during your stay in case of an emergency. Sim cards can be purchased cheaply but please ensure that your phone is unlocked before you travel. The Internet is included in the cost of your homestay but please be respectful. In some homes, the internet may be switched off at bedtime. Please be aware of copyright laws and always use the internet responsibly and appropriately.

Sun Safety

It is important to be Sun Smart while you are in NZ. New Zealand sun has strong UV rays, which means you can get sunburnt very quickly. To avoid sunburn, make sure you wear a hat, SPF50+ sunscreen, and stay in the shade where possible. Over the summer months (December to March), the UV rays are strong even when it is cloudy so take sunscreen with you every day. www.sunsmart.org.nz (for more information).

Keeping Yourself Safe

New Zealand is a relatively safe country, but we are not crime free, so it is important to keep yourself safe when you are out and about.

- Do not walk home alone at night.
- Tell your host parents when you are going out and what time you will be home.
- Be aware of people around you when using ATMs (cash machines) and make sure you hide your pin
- Do not carry large amounts of cash with you.
- When you are out and about, keep your belongings secure and close to you
- Take photos of the serial numbers and identifying features of your property. Save these to the cloud.

Emergency Services

Emergency Services **(fire, ambulance, police) Dial 111** should be rung only in the case of an emergency and you will then be asked what service you wish to respond ie: Fire, Ambulance, Police. The NZ Police also have a non-emergency number that can be rung 105.

Water Safety

New Zealand is surrounded by beaches and swimming at the beach is a very popular activity in New Zealand. Keeping safe around water is very important. Some beaches in New Zealand have very strong currents, which can make them dangerous to swim at. Make sure you keep yourself safe while you're at the beach.



Swim between the flags



Surf Life Saving New Zealand patrol over 80 of our busiest beaches each summer. Always swim between the red and yellow patrol flags, as they identify the safest area to swim when the lifesaving patrol is on the beach.

Rip currents

A rip is a strong current of water running out to sea. These can be very dangerous to swimmers as they can sweep you out to sea quickly and easily. Rip currents can be hard to identify but look for these features:

- Discoloured or murky brown water caused by sand stirred up of the bottom
- A smoother surface with much smaller waves, with waves breaking on either side
- Debris floating out to sea
- A rippled look, when the water around is generally claim

If you get caught in a rip:

- Do not panic
- Do not try and swim against the rip back to shore
- Let the rip carry you out until the current subsides
- Then swim parallel to the beach for 30-40 metres before swimming back to shore.

If you get tired or become frightened, stay calm, raise your arm, call for help and wait for assistance from the surf lifesavers.



NZ Qualification - National Certificate of Educational /

New Zealand National Certificate of Educational Achievement (for secondary school students in New Zealand. You can be co towards future study either in NZ or another country. NCEA is a

3. NCEA is changing in 2024 and 2025. Information directly provided to assist international students can be found on <u>https://www.nzqa.govt.nz/audience-pages/international/</u>

Requirements for NCEA in 2024 and 2025

- 60 credits at the Level (or above) of the qualification you are working towards
- Literacy 10 credits from Literacy (common assessment activity attempted during the year) or from a list of specified standards
- Numeracy 10 credits from Numeracy (common assessment activity attempted during the year) or from a list of specified standards

(You only need to meet the literacy or numeracy requirements once, and you do not need to attempt them again for other levels of NCEA. If you haven't quite finished your NCEA at the end of the year you can still start working towards the next level.)

Requirements for New Zealand University Entrance

University Entrance (UE) is the minimum requirement for getting into a New Zealand university. Many universities and other tertiary providers have further programme entry requirements so you will need to check with them as well.

To gain University Entrance you will need:

NCEA Level 3

Three subjects at Level 3 made up of:

○ 14 credits each, in three UE approved subjects

Literacy – 10 credits at Level 2 or above, made up of:

- 5 credits in L2 reading
- 5 credits in L2 writing

Numeracy – 10 credits at Level 1 or above.

Go to NZQA University Entrance Information for further information.

Opportunities Available Upon Completion of Study

New Zealand has a number of universities and other Tertiary Institutes available for students to access after they have completed their study at Rutherford College.

Some Tertiary options in the Auckland area include:

- o University of Auckland
- o Auckland University of Technology
- o <u>Massey University</u>
- <u>Unitec Institute of Technology</u>
- Manukau Institute of Technology

Culture Shock



What is culture shock?

Feelings of anxiety that a person can experience after they har environment, culture, city or country.

When does someone experience culture shock?

Usually within a few weeks of arriving in a new place or culture.

What does culture shock feel like?

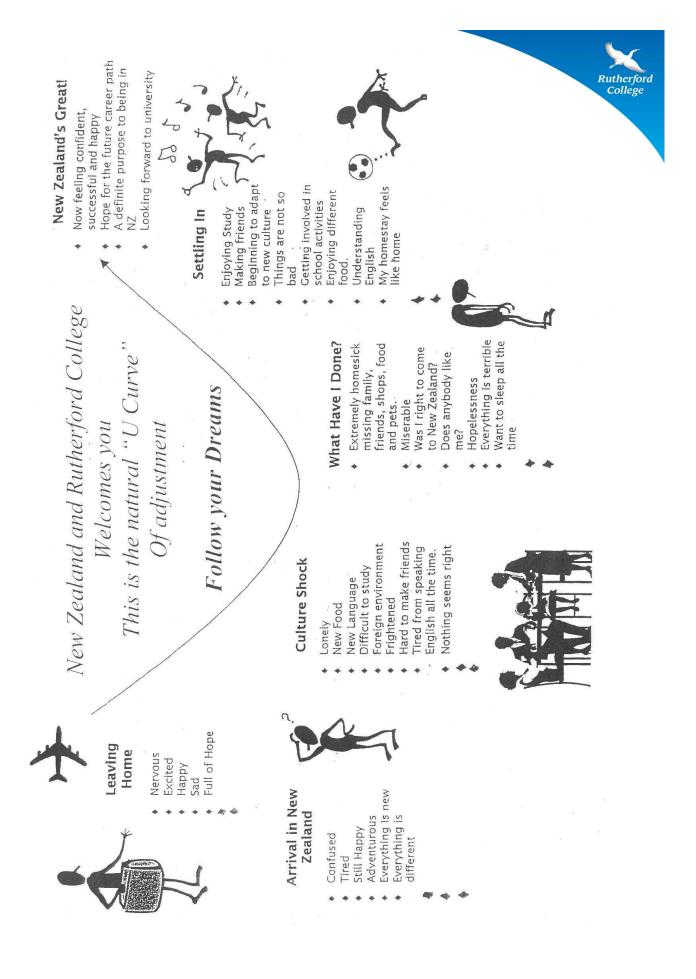
It varies for each individual, but generally a feeling that they are lacking direction, experiencing difficulties within their new environment and being uncertain about what is appropriate behaviour in their new environment.

Why does culture shock happen?

A person in a new country may begin to feel the way they lived in their own country no longer seems acceptable or normal in their new environment. These feelings can stem from frustration at being unable to understand simple tasks such as how to use a banking machine or how local public transportation (bus routes, etc) works. Also not being able to communicate well in the English language.

What are the symptoms of culture shock?

- Feelings of sadness and loneliness
- Physical aches and pains
- Insomnia(sleepiness) or the desire to sleep a lot
- Depression
- Feeling vulnerable or not being in control of your life
- Anger and resentment and unwillingness to interact outside of the home
- Idealising their old country of residence
- Loss of identity
- Trying hard to merge into the new culture
- Lack of confidence and feeling inadequate
- Longing for family, friends and feelings of being lost.

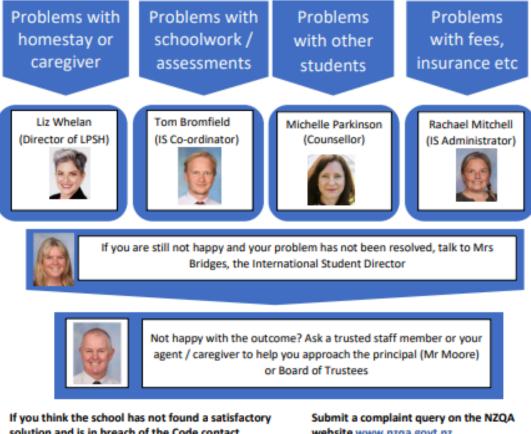


GOT A PROBLEM? LET'S GET

If something is making you unhappy talk with your agent and a member of the International Department, we are here to help you! You should ask your agent, caregiver, or friend to support you if you wish.



If the problem persists, the people below may also be asked to also assist.



solution and is in breach of the Code contact NZQA: 0800 697 296

website www.nzqa.govt.nz or email risk@nzqa.govt.nz

If your complaint is about fees, contact iStudent Complaints www.istudent.org.nz

College



Pōwhiri

A pōwhiri is a Māori welcoming ceremony, involving whaikōrero (formal speech), waiata (singing) and kai (food). Karanga - the welcoming call.

Firstly, manuhiri (visitors/guests) gather at the gateway (entrance) of the marae. They will hear a karanga (call) from the hosts and will have someone responding to the call.

Manuhiri (visitors) may proceed onto the marae once the tangata whenua (local people/hosts) have called you in.

The hosts will perform a chant to welcome the manuhiri (visitors). The speakers of the tangata whenua or host will speak first. Once they have completed their whaikorero they will support this with a waiata and/or haka. The manuhiri (visitors) will speak next and perform a waiata.

When a haka is performed it is a challenge to the visitors, which should be taken as a sign of respect.

Once all the speakers from the manuhiri have finished, the tangata whenua will invite the manuhiri to come and hongi (pressing of noses).

Kia ora (hello, cheers, good luck, best wishes)





Te KŌtuku Marae at Rutherford College



Hongi

Haka

Rutherford College Haka

	English Translation
Kai waho hoki mai Ko enei matau nga uri o Te Kotuku	Through out to the front Here we are the people of Rutherford College
Ko te Kotuku te whanake iho nei	Rutherford college standing strong
Tuki Tuki kau ana	Striving for greatness
Tuki tuki kau ana	Striving for greatness
Taku ngakau titoki	With the strongest heart
Taki ngakau kotuku	The heart of the Kotuku bird
He parekareka nga mahi	Towards the work of greatness
Titiro ki to uri	Glance at our people
E tau nei	Standing forever
Ko matau	Here we are
Ko matau	Here we are
Ka tiki nga kete o te wananga	Gathering the baskets of Knowledge
E rere ki runga	Striving high
E tipu e rea	Planting the seed of greatness
Kai woku rangatira	To all of our successors
Kai woku whakahei	To all of our great chiefs
O te kotuku	Of Rutherford College
No te kotuku	From Rutherford College
Ka tu whakaiti	We stand in Humility
Ka tu whakaiho	We stand with pride and honour
Kotuku ki te rangi	Rutherford Strong
Tohea, Tohea	Striving for personal excellence
Ana na hi!	Forever strong

Rutherford College



Kōtuku e Lyrics

(Underlined and bold words sung once by the leader and then the whole group sings the complete line)

K**ōtuku e** (Leader)

Kōtuku e (All Females) Kōtuku e (ALL) Karanga mai rā ki ngā iwi e <u>Kua eke mai nei k</u>i runga te marae e <u>Mauria mai rā e ngā mate o te motu e</u> <u>Me ngā tini roimata e maringi whānui e</u>

<u>Titiro e ngā iwi</u>

Titiro e ngā iwi ki ngā mahi o te motu e hora ake nei e <u>Rū ana te whenua</u> whatiwhati te moana <u>Auē te aroha</u> te mamae i ahau e

<u>E hoki ana whakamuri ki ng</u>ā kupu o ngā tau e

<u>Me huri noa ake</u>ki te matua runga rawa e

<u>Titiro e ngā iwi</u>

Ki ngā mahi o te motu e hora ake nei e <u>Rū ana te whenua</u> whatiwhati te moana <u>Auē te aroha</u> te mamae i ahau e <u>Auē te aroha</u> te mamae i ahau e (Females hold 'e') Males = (Rū ana te whenua whatiwhati HI!!)