

Re: 2018 Registration Information

Dear Parent / Guardian and Students for 2018,

Welcome to 2018!



Office Opens in 2018

From Monday 22nd January to Friday 26th January, the school office will be open for registration of all new students. It is not necessary for students in Y1 – 6 who are currently attending CAS to come in for registration. For all students from Years 7 – 13 “Subject fees” must be paid in Registration Week, alternatively an arrangement may be made with the Principal to have Subject Fees paid by **February 23rd**. The fees are as follows:

Room 1:	\$ 5.00
Room 2:	\$ 22.20
Room 3:	\$ 15.00
Room 4:	\$ 15.00
Room 5:	\$119.60
Room 11:	\$ 85.00
Year 9:	\$133.00
Year 10:	\$133.00
Year 11:	Varies dependent on Subject Options taken
Year 12:	Varies dependent on Subject Options taken
Year 13:	Varies dependent on Subject Options taken

Subject Confirmation for Students in Years 11 – 13 ONLY

All students must be present on **Friday 26th January from 10am to 12 noon** to confirm 2018 subjects, be assigned lockers and receive text books. Parents/Caregivers are welcome to attend as parental consultation may be required. All students are to meet in the library and **must report in full uniform.**

Stationery Lists

The stationery list for Years 1 - 8 consists of stationery items that may be purchased from OfficeMax or from your local school stationery shop, such as the Stationery Warehouse. You can order your students' stationery from OfficeMax online: www.myschool.co.nz. Follow the prompts. Delivery is free.

The stationery list for Years 9 – 13 consists of stationery to be purchased from your local stationery shop.

Some stationery requirements are to be paid at school, including Subject Fees.

Attendance Dues 2018

The Attendance Dues for 2018 will be \$550 per year for Primary students (Years 1 – 8) and \$770 per Secondary student. As Attendance Dues are a compulsory charge made to parents at an Integrated School, it is essential that parents endeavour to pay this fee first. The school is to ensure that the terms Attendance Dues are paid in full **before** the child commences school for that term.

Any outstanding 2017 Attendance Dues **must be cleared before** accepting returning students.

Office hours are as follows for Registration:

Monday 22nd January to Wednesday 24th January and Friday 26th January, 9am to 4pm
Thursday 25th January, 9am to 7pm

School Hours:

School starts at 8:40am for all students. Morning tea is 10:35am to 10:55am and lunch will be from 12:35pm to 1:15pm with afternoon classes commencing at 1:20pm. Students will finish school at 3pm. There is no early finish during the winter season. Please ensure arrangements have been made for the pick up of students at the end of the day. If you are running late, please call the office to let Christine (our secretary) know. The students get anxious when you are not there on time to collect them – thank you.

Primary Classes for 2018

2018 Primary Classes are as follows:

Year 1 – Mrs Donna Driver
Years 2 and 3 – Mrs Helen Watkins
Years 3 and 4 – Ms Leanda Violich
Years 5 and 6 – Mrs Amanda Kerrigan
Years 6 and 7 – Mr Edwin Paul
Years 7 and 8 – TBA

School Uniforms

Please note that all uniform requirements are outlined in the **2018 Parent and Student Handbook**. School has limited second hand uniform for sale, which is sold on a first-in-first-served basis and it is cash only transactions. For all those wanting to Buy, Sell or Trade second-hand CAS uniform we now have a page on Facebook specifically for this. It is called **CAS, Buy, Sell and Trade**. Ask to join and you will then be able to post requests for uniform or uniform you have to sell or trade. The following items may be purchased from the school office: Ties, Complete Sport Uniform (except Primary Polar Fleece), Sunhats and Blazers. For all other uniform requirements, visit Mainland Uniforms, 511 Wairakei Road, phone 3603037. The Warehouse (Northlands Mall) also supplies some uniform items as well (including the Primary Polar Fleece).

First Day of Classes:

Classes commence for ALL students from Years 1 – 13 on **Monday 29th January at 8:40am**. Summer uniform is required – including sun hats.

If, in the meantime, you have any questions, please feel free to contact the Principal via email principal@cas.school.nz, or the office from 15th January 2018. We wish you and your family a blessed year for 2018.

Ma te Atua e manaaki, God bless,

C M Galloway
PRINCIPAL