



KELBURN COMMS – WEEKLY UPDATE

TERM 4 – WEEK 10

RĀAPA 10 HAKIHEA

WEDNESDAY 10 DECEMBER 2025

This week...

Thurs 11 December

Friday 12 December

Sunday 14 December

Monday 15 December

Tuesday 16 December

Wed 17 December

Reports Home to Whānau

Y8 Celebration - 4.30pm to 6.30pm

Junior Musical Assembly @ 1.50pm

Lyrica Carol Service at St Michaels 5pm to 6pm

Christmas & Y8 Farewell assembly @ 2pm

Final band concert 10am - 11am

Whānui shared morning tea

School closes at 2pm

Junior Musical Assembly on Friday, Christmas and Y8 Leavers on Monday

We hope you can join us for our final celebrations of the year.

Our Junior Musical Assembly will be held on **Friday 12 December**, featuring performances by the **Tui Choir, Little Xylofun and Junior Kapa Haka**. See you at 1:50pm.

On Monday, **15 December at 2pm**, we will come together to celebrate Christmas and farewell our Year 8 leavers.

Lyrica Carol Service @ St Michael's

Come for the singing, stay for the mince pies and bubbles!

As is tradition, Lyrica has performed at this delightful family service at St Michael's Church in Kelburn. On Sunday 14th December Lyrica will sing carols at Kelburn's St Michael's church. Lyrica are asked to arrive at 4pm for a quick rehearsal and the service starts at 5pm. Please let me know if your child cannot attend libyam@kelburnnormal.school.nz.

Lyrica are asked to wear their blue t-shirts and come imbued with festive cheer.

Whānui Shared morning tea – 17 December

Whānui children will celebrate the end of the year with a shared morning tea. This will be on December 17th, last day of school. Please have a food item your child can contribute. If it is homemade can you please write the ingredients for consideration of our students with dietary requirements (gluten free, eggs/ nut/ dairy allergies etc.)

2026 Stationery packs – available to order online

You can order your 2026 stationery packs from our supplier [Qizzle online](#). Please ensure that these packs are delivered to your home, not the school.

Life Education Trust

Last week, we hosted the Life Education Trust and Harold for Years 1-6. The Life Education lessons and Harold the giraffe are national institutions and visit most schools in Aotearoa. Life Education Trust lessons offer our tamariki engaging learning that helps them understand how to look after their bodies, minds, and relationships. Through interactive activities and positive messages, tamariki are reinforced in making healthy choices, recognising emotions, and building respectful connections with others. These sessions complement our wellbeing focus and our current health programmes. The \$8 cost will be added to your student statement.

This year's focus questions were:

Tupu: Social Relationships - How do we keep our friends safe with our words and our hands?; How can we be a safe person with our friends?

Whanake: Self-Esteem and Social Relationships - How can I be a good friend?; Why might we react and respond differently to our world and those around us?

Whānui: Digital Citizenship - What is personal information?; How do the decisions I make online and/or offline affect me and others?

2026 Staffing

2026 Staffing Structure

It is my pleasure to inform the school community of the staffing for 2026. We wish to inform families that we have switched classroom teachers for Tupu Toru and Tupu Whā. This adjustment has been made to best support the needs of our students.

Principal - Kent Favel

Deputy Principal - Danielle Sanders

Associate Principal - Libya Munn

Tupu Tahi - Susie Brown Y1

Tupu Rua - Jodie Corcoran Y1

Tupu Toru - Marianne Blair (M-Th) Jo Hamid (F) Y1/2

Tupu Whā - Wendy Bamber Y2

Whanake Tahi - Ella Ayto Y3/4

Whanake Rua - Sophie Bishop Y3/4

Whanake Toru - Kyra Mowbray Y3/4

Whānui Tahi - Hugo Miller Y5/6

Whānui Rua - Rebekah Rasmussen Y5/6

Māia Tahi - Jacqueline Croft Y7/8

Māia Rua - Libya Munn (M-W)/Tom Pearce (Th-F) Y7/8

Māia Toru - Sophia Wright Y7/8

English Language Teacher (ELL) and Classroom Release Teacher (CRT) - Rachel Smith

Provisionally Certificated Teacher Release (PCT) and CRT - Jo Hamid, Tom Pearce, and Jenny Cossey

Te Reo/Kapa Haka - Jeremy Desmond and Henare Parata

Office Manager - Loraine Best

Receptionist/Accounts Payable - Bo van der Lugt

Learning Assistants - Katharina Vautier, McKenzie Anderson, Anna Mahon, Sofia Olds, Isla Neilson

Caretaker - Jason Rihairi/Jay Omundsen

2026 Whānau/Parent Conversations

2026 Whānau/Parent Conversations - at the beginning of next year, we will hold Whānau/Parent Conversations during our Teacher Only Day on **Friday 30 January**, just before school commences on Monday, 2 February. These important conversations are an opportunity for whānau to talk to their child's new teacher to share insights that would be useful for the teacher to know. Bookings for these conversations will open on Monday 26 January.

2026 Whanake Learn to Swim and Water Safety Programme – Term 1, 2026

In term 1, Whanake will be participating in eight swimming lessons at Karori Pool. These will be held on Wednesdays, starting from Wednesday 11th February (Week 2) and concluding Wednesday 1st April (Week 9).

The cost of the bus and the swimming lessons, run by swimming instructors, will be \$70. This will be added to your student statement. You can also pay by direct credit to 12-3223-0190001-00 using your child's name and swimming as a reference or by EFTPOS at the school office.

Each team will be travelling by bus to and from Karori Pool each week. The times for each team are listed below: Whanake Rua: Leave school at 12pm, return to school by 1.30pm. Whanake Tahi: Leave school at 12.30pm, return to school by 2pm. Whanake Toru: Leave school at 1pm, return to school by 2.30pm. (NB These times indicate the bus pick-up and drop-off times back at school, not the actual swimming lesson duration.)

On swimming days, please remember to send your child to school with their togs, towel, and goggles (if they use them), all named and in a bag.

School Donations and Activity Donations

School Donation and Activity Donation:- As always, we have had a good response in 2025 from whānau, but we are still sitting below our budgeted figure for 2025, so we do need your contributions. Things such as camps, swimming, for example, are not funded through our Operations Grant, and while we do acknowledge that times are tough, we really do appreciate the school donations and activity contributions as they enable us to cover the costs of the additional activities and opportunities that our tamariki have had as part of their experience at Kelburn

2026 Māia Camp – Waimanaaki – Tuesday 3rd – Fri 6th March 2026

Dear parents and caregivers of Year 6 and 7 children,

Looking ahead to 2026, we are planning the biannual Māia Camp. It will be at Camp Waimanaaki in Riversdale. The camp's primary purpose is to set the stage for the year's learning and establish positive relationships between tamariki. We are asking for volunteers to assist us at camp. Helpers will be required to leave school with us on Tuesday, the 3rd March, via bus, attend full days, stay three nights, and return to school with us on the bus on Friday, March 6th.

If you can volunteer for camp, please contact Libya Munn libyam@kelburnnormal.school.nz. You will also need to complete a police check. For all whānau, the requested donation towards the cost of the camp is \$388 per child. You can pay by depositing money into the school bank account, using account # 12 3223 0190001 00. (Please add your child's name and camp as a reference.) You can also pay at the school office, and if you would like to set up a payment plan, please arrange this through the office.

Best wishes,
Libya Munn

2026 Whānui Camp – El Rancho Camp – Wed 25th – Fri 27th February 2026

Dear parents and caregivers of Year 4 and 5 children

Looking ahead to 2026, we are planning the biannual Whānui Camp. It will be at El Rancho in Waikanae. The camp's primary purpose is to set the stage for the year's learning and establish positive relationships between tamariki.

For all whānau, the requested donation towards the cost of the camp is \$320 per child. We appreciate that this is a significant expense; however, a large part of the El Rancho experience is not just food, travel, and accommodation but also the cost of the trained staff who care for us at the camp and in activities.

You can pay by depositing money into the school bank account, using account # 12 3223 0190001 00. (Please add your child's name and camp as a reference.) You can also pay at the school office, and if you would like to set up a payment plan, please arrange this through the office.

Absences

Please let us know via the school app or absence phone line if your child is going to be absent for any reason, or more than ten minutes late. Your child's teacher may not be able to check their emails and the admin email address may also not be checked in time for the absences, so please follow the school protocol for absences:

- please download our [etap @school app](#) to notify the office of any day to day absences (login details are available from the office):

or via a browser:

[Etap @school caregiver login](#)

For login information and to reset passwords please contact our [office](#).

- or call the office main number [04 475 9351](tel:044759351) and follow the instructions

For extended periods of leave, please email a letter of explanation to admin@kelburnnormal.school.nz and copy your child's [teacher](#) and/or the principal in.

Looking Ahead Term 4 – dates are subject to change

Week	Date	Event
Week 10	Thursday 11 December	Reports Home to Whānau Y8 Celebration - 4.30pm to 6.30pm
	Friday 12 December	Junior Musical Assembly @ 1.50pm
	Sunday 14 December	Lyrical Carol Service at St Michaels 5pm to 6pm
Week 11	Monday 15 December	Christmas & Y8 Farewell assembly @ 2pm
	Tuesday 16 December	Final band concert 10am - 11am
	Wed 17 December	School closes at 2pm

Term Dates 2025

2025	Start Date	End Date	Public Holidays/Teacher only days
Term 4 10 wks	Monday 6 October	Wednesday 17 December - finish at 2pm	Monday 27 October - Labour Day

Term Dates 2026

2026	Start Date	End Date	Public Holidays/Teacher only days
Term 1 9 wks	Monday 2 February	Thursday 2 nd April	Friday 6 February - Waitangi Day Friday 27 March - Teacher only Day 3 Way Learning Conversations
Term 2 11 wks	Monday 20 April	Friday 3 July	Friday 24 April - Teacher only Day PLD Maths Curriculum Monday 27 April - ANZAC Day observed Monday 1 June - Kings Birthday
Term 3 10 wks	Monday 20 July	Friday 25 September	Friday 14 August - Teacher only Day 3 Way Learning Conversations Friday 28 August - Teacher only Day PLD Maths Curriculum
Term 4 10 wks	Monday 12 October	Wednesday 16 December - finish at 2pm	Monday 26 October - Labour Day

School Clubs and Ensembles Timetable

Monday	Tuesday	Wednesday	Thursday	Friday
Lyrice – Yrs 5–8 8.30 am – 9.30 am Mahler Room Mrs Anna Sedcole & Mrs Munn	Xylobeats – Yrs 4–6 8.30 am – 9.30 am Mahler Room Mrs Katharina Vautier	Orchestra – 8.20 am – 9.30 am Mahler Room Mrs Katharina Vautier and Mrs Smith	Piccolo (Yrs 4–7) 8.30 am – 9.30 am Mahler Room Mrs Anna Sedcole & Mr Miller	Little Xylofun (Ys 2 & 3) 9.00 am – 9.30 am Mahler Room Mrs Katharina Vautier
	Code Club – 1.10 pm – 1.40 pm Te Whare Toi Miss Bishop/Miss Sanders	Chess Club 1.10 pm – 1.40 pm Māia space Mr Miller	Tūi Choir (Yrs 2 & 3) 9.00 am – 9.30 am Hall Mrs Smith	Kapa Haka Yrs 5–8 8.30 am – 9.30 am Hall Matua Henare Parata, Mrs Smith and Ms Rasmussen
	Junior Kapa Haka – Yrs 1–4 1.40 pm – 2.10 pm Hall Mr Jeremy Desmond & Mrs Blair		Eco Club 1.10 pm – 1.40 pm Tupu Space Mrs Blair	

Phones and Smart Watches

This is a friendly reminder that we strongly recommend that children do not bring phones or smart watches to school. These items are not allowed in the learning spaces, or to be used at all during school hours. If students need to bring these items to school, the best thing is to hand them into the office at the beginning of the day, and collect them as they leave. If the item has the ability to record sound, take photos, message, call, or access the internet, it is classed as a smart watch or phone.



Sports Shirts & Sunhats

If your child is leaving Kelburn Normal School or has outgrown sports shirts or sunhats and you have no further use for them, we are always keen to receive them.

Works Notice

Footpath Closure - Repair works to the access footpath between Glenmore Street and Upland Road. Works will start on 26th November 2025 and be completed on 27th February 2026.

We have been asked to notify our families in case they are affected by the works. The alternative route proposed is via The Rigi.

For more information, click [here](#).

Reminders

School Hui - to help ensure a safe transition at the end of each hui, we kindly ask whānau to either stay in the hall or exit the hall through the side exit doors by the road patrol shed. Please then wait in the playground at your regular pickup spot so all tamariki can use the link to return to the learning spaces to collect their bags and be released from their class on time. In the interests of health and safety, please keep the linkway and doors clear at all times. Thank you for your support and understanding.

Ezlunch orders - Click the [link for an updated menu](#)

Parking - Just a friendly reminder to please follow our parking guidelines during pick-up and drop-off times. If grandparents or friends are collecting your child, we kindly ask that you remind them to park legally and respect the designated parking zones and drop-off areas.

Thank you for helping us keep everyone safe and ensuring a smooth flow of traffic around our school

Parking on Boundary Rd - Please do not park in front of the garages on Boundary Road. We have received complaints from neighbours who regularly have their vehicles blocked in by parents who have parked in front of their garages.

Security Cameras - Please be aware that security cameras are operating on school grounds to deter and investigate any vandalism to school property and other antisocial or illegal activity. The cameras are not operating inside school buildings and are programmed to only record activity outside of school hours.

Enrolments 2026

If you live in our home zone and have not yet indicated your intention to enrol your child for next year please get in touch and complete an [online enrolment](#). If you know of other in-zone families who may be planning to enrol – please encourage them to get in touch with us. This helps us greatly with planning for the year ahead.

It's great that your child is doing road patrol in 2026. Can you help them out?

We are seeking **parent helpers** to supervise the 2026 student road patrollers.

Road patrol duty is:

- 30 minutes
- once a week
- before **or** after school

Join the **friendly team** of parent volunteers who assist in keeping our children safe. (cover is available if a volunteer has another commitment during their normal shift)

This is a great way to **be seen** helping the school community, and saves the school money!

Please text Claire on 021 537 567 if you are able to help.

P.S. Orange really suits you :)

VOLUNTEER



JOIN THE TEAM



Yummy Stickers Success!



A huge thank you to everyone who sent in their Yummy Apple stickers and labels this year! We collected an amazing 4,576 stickers and labels, which means our school has earned \$561 to spend on new sports equipment. Keep collecting stickers for next year. You can download a collection sheet [here](#)

Entertainment Book

Fundraising with Entertainment

Your purchase of an Entertainment Membership contributes to funds for the benefit of KNS and our tamariki. Help us achieve our goal by sharing this link with your friends and family. Thanks so much for your support!



Community Notices



These are provided as a service to the community and do not necessarily reflect the policies and practices of the school - click the [link](#) to view school notices.

Kelly Club Notice

Kelly Club is about having fun doing interesting things with your friends & making new friends too! Our programmes are packed with activities; play sports & games, bake & cook, learn new crafts, do your homework or just relax and play. We offer After School Care every day of school term and Holiday Programmes during the school holidays too.

Kelly Club programmes at Kelburn Normal School can be searched [here](#), or you can contact Kelly Club directly:

Phone: [021 744 636](tel:021744636)

Email: kelburnnormal@kellyclub.co.nz

- Visit: www.kellyclub.co.nz
 - e-mail: kelburnnormal@kellyclub.co.nz
- or just pop into Kelly Club any day after school.

Kelly Sports



KELLY SPORTS

Spring Into Action!

Term 4 Sports Programme

Wednesday's 3.05PM-4.05PM FOR 8 WEEKS
CRICKET, TBALL, BASKETBALL, FOOTBALL
2 WEEKS OF EACH SPORT!!
STARTS WEEK 2 OF TERM 4!

BOOK ONLINE AT
KELLYSPORTS.CO.NZ



KELLY SPORTS

SUMMER SERIES

2025 2026



SCAN ME

FOOTBALL
5-A-SIDE
Ian Galloway Park,
Wilton

NETBALL
Samuel Marsden
School & Karori
Normal School



SCAN ME

TEAM ENROLLMENTS NOW OPEN!

kellysports.co.nz/football2025 kellysports.co.nz/netball2025