



# Murrays Bay

INTERMEDIATE



## New Student Guide



# NAU MAI HAERE MAI

## Welcome to Murrays Bay Intermediate!

Our school motto, “Ako ki te ora”, “Learn to Live” exemplifies our belief that everyone is a learner and through one's commitment to lifelong learning comes the value of living a life filled with personal growth, self-acceptance, and success.

Our staff are committed to providing rich learning environments where students will discover new experiences and passions. We encourage individuals to go beyond their comfort zones, embrace all opportunities and strive to make their intermediate years memorable!



**Yr 7 students will be informed of their class placement and teacher via the Hero App a week before school starts in 2026.**

## TERM DATES 2026

### TERM 1 - 2 FEBRUARY - 2 APRIL

#### **2 February: Student / Parent Interviews**

*Please only attend school during your scheduled interview time.  
Wearing uniform is optional.*

#### **3 February: First Full Day of School**

**6 February - School Closed (Waitangi Day)**

**3 April - School Closed (Good Friday)**

### TERM 2 - 20 APRIL - 3 JULY

**25 April - School Closed (Anzac Day)**

**1 June - School Closed (Kings Birthday)**

### TERM 3 - 20 JULY - 25 SEPTEMBER

### TERM 4 - 12 OCTOBER - 15 DECEMBER

**26 October - School Closed (Labour day)**



# MBI SCHOOL LEADERSHIP TEAM



## MELINDA ILES PRINCIPAL

I am very proud to be the Principal at Murrays Bay Intermediate (MBI). I was a teacher at MBI early in my career and was thrilled to return as Principal in 2017.

I take great pride in this role and feel privileged to have the opportunity to impact such a large number of students and families.

We look forward to walking this path together!

## HELEN PRESCOTT

### DEPUTY PRINCIPAL

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## SHANNON ROBINSON

### DEPUTY PRINCIPAL YEAR 8 DEAN

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## GRAHAM FRANKLIN

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ako ki te ora  
learn to live

# COMMUNICATION CHANNELS

The **MBI website** holds a wealth of information, including: activities; staff contacts; uniform information; curriculum information and much more. Scan the QR code for easy access.



The **Hero App** serves as the primary communication platform between teachers, students, and parents, covering schoolwork, sports groups, absences, off-site trips, and everyday notices.

**Kindo** takes school payments, forms and shopping online – so you can register & pay for trips, sports, lunches, donations, uniforms, fundraisers and more.

**MBI Newsletters** - The MBI General Newsletter is published every Friday and contains important information about the upcoming week, and provides a recap on the past weeks events and happenings.

**MBI Sports Newsletters** - The MBI Sports Newsletter is published every second Friday and celebrates all of our students successes over the past fortnight.

## REPORTING AN ABSENCE

Absences should be submitted by **8.30am** via one of the following methods:

- Log the absence via the **Hero App**;
- Email: [absentees@mbi.school.nz](mailto:absentees@mbi.school.nz) with the student's full name and room number, as well as the reason for the absence;
- If access to the Hero app/email is unavailable, please leave a phone message 09 477 2121 and Press 1. Clearly state the student's full name and room number as well as the reason for the absence.

## VISITING SCHOOL PREMISES

**All visitors are required to report to the Office upon arrival- please do not enter the school grounds to look for a student.**

No matter the nature of your visit, the Office Staff will be able to handle any queries / communication needs / delivery of items to the student / teacher / class / staff member. This protocol is in place to protect the well-being of all students and staff and to ensure that any concerns are managed professionally and effectively. We appreciate your understanding and cooperation in helping us keep our school **safe** and **respectful** for everyone.

# DIGITAL DEVICE ADVICE

To support our digital learning environment at MBI, we implement a **Bring Your Own Device (BYOD)** policy, encouraging students to bring their personal devices to class. These devices will have internet access and be connected to the school's online environment via our secure WiFi network.

## Minimum specifications for the device (Laptop, Chromebook, Notebook):

- Have at least a 10" screen.
- Ideally be less than 3 years old.
- Have sufficient battery capacity.
- Be relatively light weight.
- Language Setting: English.
- Chrome installed on Windows and Apple devices.

**\*\*iPads:** these are not *ideal* devices for the school environment, however they are acceptable where no alternative is available.

## Other digital essentials:

- Headphones (earbuds)
- Chargers for all devices / fully charged every day.



Students are fully responsible for their devices during transportation to and from school, as well as while on school grounds. We strongly recommend that families ensure their devices are covered under their home contents insurance. Murrays Bay Intermediate cannot be held liable for any damage or loss of a student's device.

# DIGITAL RESPONSIBILITY

“ **BEING A GOOD DIGITAL CITIZEN MEANS USING TECHNOLOGY RESPONSIBLY AND RESPECTFULLY** ”

All students will be asked to sign a **Digital User Contract** at the beginning of the year. This contract outlines the expectations we have of our students when using digital devices within school time.

## A good digital citizen includes:

- being kind and respectful in online interactions;
- protecting your personal information;
- thinking carefully before sharing or posting anything;
- recognising the impact your digital actions can have on others.

## We encourage parents to:

- set boundaries around device usage / allowed apps;
- know all passwords to student devices and social media accounts;
- disallow devices in bedrooms;
- restrict access to devices after 'bedtime'.

For more information on **Digital Responsibility** please visit [netsafe.org.nz](https://netsafe.org.nz)

# STATIONERY REQUIREMENTS

**2026 Back to School Stationery Packs** can be ordered via the Kindo app under *Shops: Stationery*.

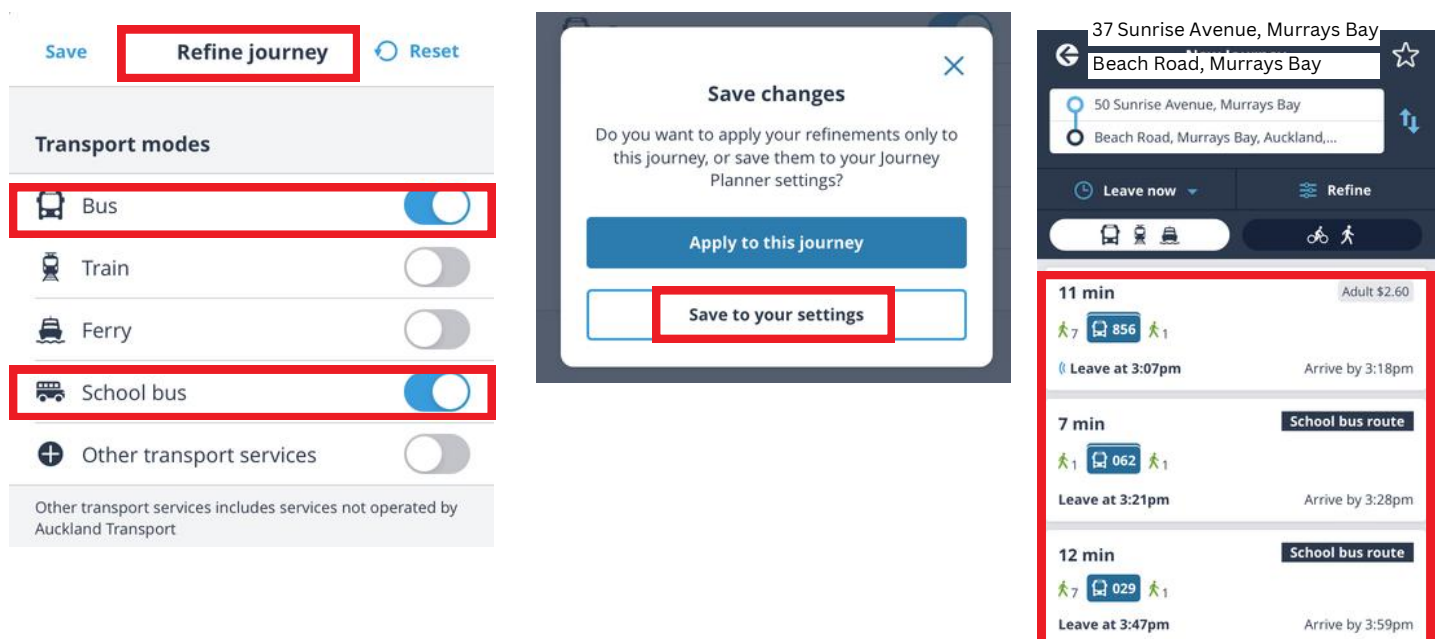
Ordering goes live on **Monday 15 December 2025**, with a cut off date of the special opening price of **Monday 27 January 2025**. Packs can still be ordered after this date at a standard rate.

## BUS SERVICES

We have a dedicated bus bay in front of the school to facilitate all student School Bus users. Our Senior Leadership Team, along with our dedicated staff, manage our Student Bus Lines at the end of every school day to ensure a swift and efficient flow.

**Auckland Transport (AT)** operates all School and Public Bus functions. Every student requires an **AT Hop Card** (purchase info: [AT Hop](#)). The best way to find a School Route is to download the **AT Mobile App** or visit their website to plot the journey.

Once you have searched for your route/ journey: on the results page, select **REFINE**, select **BUS AND SCHOOL BUS**. Select **SAVE TO YOUR SETTINGS**. All the available routes (both Public and School) will appear.



At the beginning of each year a meeting is held by our Deans for all students who use a bus service. They will receive all the information relating to: where to line up; MBI Bus Contracts (which need to be completed); the expected behaviour of our students on the bus.




# CELL PHONE USAGE

Students are able to bring their cell phone and smart watches to school, however it is not encouraged.

All cell phones and smart watches must be handed to their teacher when they enter the classroom. They are safely stored in a locked classroom cabinet during the day.

Should a student need to contact their parents for ANY reason, they must report to the office where they can utilise the office phone for URGENT matters.

If a student is found using a cell phone during the school day without permission, the phone will be confiscated and safely kept at the office. Parents will be informed and will need to collect the phone from the school personally. The purchase and use of a cell phone is completely at the discretion of parents.

 Students are fully responsible for their devices during transportation to and from school, as well as while on school grounds. We strongly recommend that families ensure their devices are covered under their home contents insurance. Murrays Bay Intermediate cannot be held liable for any damage or loss of a student's device/s.

## OUR LEARNING ENVIRONMENT

At Murrays Bay Intermediate School (MBI), we emphasise collaborative and hands-on learning utilising innovative classroom designs.

Our classrooms facilitate collaboration using both indoor and outdoor breakout spaces, with some having sliding glass doors providing additional opportunities for inter-class collaboration when appropriate.

All classes are designed to offer excellent learning environments. Students remain in their homeroom class throughout the day, except when attending specialist classes or participating in PE/fitness activities.

## MBI MINI-SCHOOLS

**Yr 7 students will be informed of their class placement and teacher via the Hero App one week before school starts in 2026.**

Our school is divided into four mini-schools. Students typically spend year 7 and 8 in the **same** mini-school with the **same** teacher, allowing them a sense of community and belonging in order to flourish.



# MBI POSITIVE BEHAVIOUR FOR LEARNING (PB4L) SCHOOL

## WHAT IS PB4L?

MBI is a '**Positive Behaviour for Learning**' (PB4L) School.

At MBI, we work in partnership with the **PB4L** programme to create a safe and caring environment, and social culture, that supports positive learning behaviour. We are engaging and strengthening relationships with parents, whānau, and the wider school community to create positive environments both at home and school.

We have a shared understanding that positive behaviour is a prerequisite to improving the engagement and achievement of our students. This is a whole-school approach that sets a strong foundation for the students' ability to thrive and experience success. This whole-school initiative supports the understanding that positive behaviour can be learnt.

## WHAT IS PB4L RESTORATIVE PROCESS?

**Restorative Practice** is a relational approach to managing school life grounded in beliefs about equality, dignity, mana and the potential of all people.

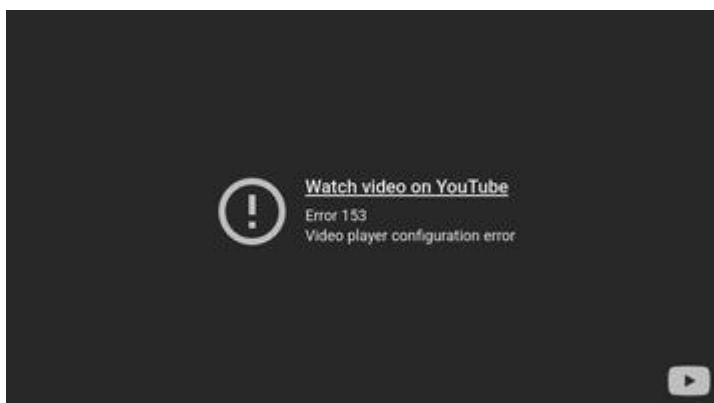
By building and maintaining positive, respectful relationships within a school, staff to staff, staff to student and student to student, issues are more easily managed.

**PB4L Restorative Practice** gives school staff best practice tools and techniques to maintain and restore relationships if things go wrong.

**PB4L Restorative Practice** has four underlying principles:

- Positive interpersonal relationships are a major influence on behaviour
- A culture of care supports the mana of all individuals in the school community
- Cultural responsiveness is key to creating learning communities of mutual respect and inclusion.
- A restorative approach leads to individuals taking responsibility for their behaviour.

Please watch this short video for more information:





# OUR MBI VALUES

**PB4L** schools build a culture where positive behaviour and learning is a way of life. As part of our commitment we have worked with our students, families and staff to identify four key school values.

Our expectations for how we treat one another are high and we are responsive to intervention and support when needed (refer to our Wellbeing section for details).



## RESPECT TOWARDS:

- Teachers & Staff
- Classmates
- School Guidelines
- Property
- Time
- Diverse Backgrounds

## RESILIENCE TOWARDS:

- Social Dynamics
- Mental & Emotional Health
- Academic Expectations
- Constructive Feedback
- Peer Pressure
- Commitment to Activities



## KINDNESS TOWARDS:

- Yourself
- Teachers & Staff
- Classmates
- Diverse Backgrounds
- School Community
- During Stressful Times

## HONESTY WITH:

- Yourself
- Teachers & Staff
- Classmates
- Caregivers
- School Work
- Sports & Competitions



# TUMEKE REWARDS

At MBI, students are recognised for showing our school values through a '**Tumeke**' reward system that includes tickets, tokens, wristbands, and a special sleeve badge.

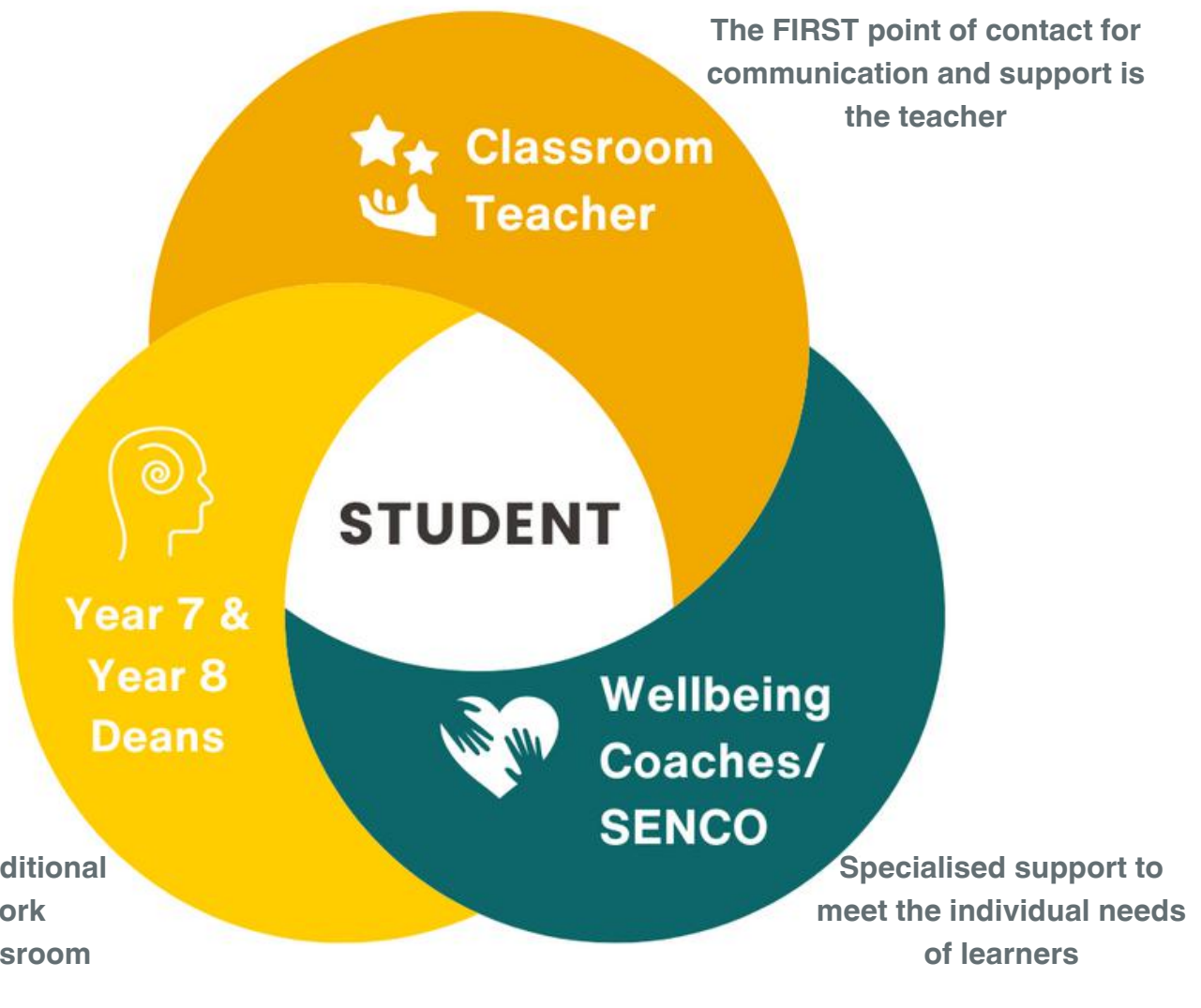
When students demonstrate the MBI values, they receive a ticket that can lead to weekly prizes and contribute to earning value wristbands. Tokens allow students to vote for whole-school rewards, and those who collect all wristbands are awarded a sleeve badge to wear on their school hoodie.

# STUDENT WELLBEING

The wellbeing of our students is a **high priority** at MBI. Within classes students are led through mindfulness activities to help develop their ability to focus, reduce stress, and become more resilient.

We are fortunate to have dedicated **Wellbeing Coaches / Youth Workers (counsellors)** to help support students who need it. Students are able to 'self-refer' themselves to a wellbeing coach.

In addition to the wellbeing coaches, we work alongside outside providers such as **Stymie, Pulse** and the **Mitey** programme (please refer to Resources on the following page for more information).



# WELLBEING RESOURCES

## MITEY

Mitey takes a school wide approach to mental wellbeing. Mitey brings together teachers, staff and communities around one common goal – mentally thriving children.



## HAUORA

It is a Māori word for wellbeing. Te Whare Tapa Whā highlights spiritual, mental and emotional, physical, family and social wellbeing.



## WELLBEING COACHES

We have fantastic wellbeing coaches who can support any of our students.  
[www.mbi.school.nz/helpful-information](http://www.mbi.school.nz/helpful-information)



## YOUTH WORKERS

They are available to help those who are in need of support and encouragement, train leaders, coach sports teams, work the school council, etc.



## PBS

Pause Breathe Smile is a mind health programme that helps tamariki regulate emotions, pay attention and build positive relationships.



## MBITV

Each week students and staff share how they look after their mental health as part of a Wellbeing Wednesday segment of MBITV.



## STYMIE

[Stymie.co.nz](http://Stymie.co.nz) allows students to anonymously report any harm they may be seeing or experiencing so that it can stop.



## STUDENT WELLBEING COUNCIL

A group that discusses and actions wellbeing initiatives. Often they feed back to the staff wellbeing PLG and 'Rise and Rumble' meetings.



\*This list does not include many other initiatives such as promoting growth mindset, the use of restorative practice, kahu manu, surveys, SchoolTV reports, Our Kids Online, lunch club, and a lot of extra curricular sports and arts students can get involved in!



# WEEKLY TIMETABLE EXAMPLE

At MBI we operate on a six day Timetable. The day of the cycle can be found on our MBI Calendar. Each day is broken into a morning block (2 sessions), middle block (2 sessions) and an afternoon block (2 sessions). All sessions are 45 minutes in duration.

Below is an *example* of what a typical week could look like at MBI:

| BLOCK   | TIMES         | DAY 1  | DAY 2                      | DAY 3                      | DAY 4                      | DAY 5                      | DAY 6                      |
|---------|---------------|--|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| BLOCK 1 | 8:50 - 9:00   | MBI TV, DAILY TIMETABLE RECAP, MARK ATTENDANCE, HOUSE-KEEPING, BOOKS / DEVICES READY |                            |                            |                            |                            |                            |
|         | 9:00 - 9:45   | Structured Math  | Structured Math            | Structured Math            | Physical Education         | Physical Education         | Specialist                 |
|         | 9:45 - 10:30  | Structured Math  | Structured Math            | Structured Math            | Structured Math            | Structured Math            | Specialist                 |
|         | 10:30 - 11:00 | MORNING TEA  |                            |                            |                            |                            |                            |
| BLOCK 2 | 11:00 - 11:45 | Physical Education   | Structured Literacy        | Structured Literacy        | Structured Literacy        | Structured Literacy        | Specialist                 |
|         | 11:45 - 12:30 | Structured Literacy  | Structured Literacy        | Structured Literacy        | Structured Literacy        | Structured Literacy        | Specialist                 |
|         | 12:30 - 13:30 | LUNCH TIME   |                            |                            |                            |                            |                            |
| BLOCK 3 | 13:30 - 14:20 | Health / Inquiry / Science   | Physical Education         | Health / Inquiry / Science | Health / Inquiry / Science | Health / Inquiry / Science | Physical Education         |
|         | 14:20 - 14:50 | Health / Inquiry / Science   | Health / Inquiry / Science | Health / Inquiry / Science | Health / Inquiry / Science | Health / Inquiry / Science | Health / Inquiry / Science |
|         | 14:50 - 15:00 | TIDY UP, DUTIES, CLASS STORY   |                            |                            |                            |                            |                            |

Each student is part of a **homeroom** with a designated **homeroom teacher**.

This teacher is responsible for teaching the core subjects:

- **Structured Mathematics;**
- **Structured Literacy;**
- **Inquiry Units; and**
- **PE and Health.**



# ELIP ENGLISH LANGUAGE INTENSIVE PROGRAMME

The English Language Intensive Programme (ELIP) at MBI helps students, who speak English as an additional language, to improve in reading, writing, listening, and speaking, while fostering cultural awareness and confidence to support their integration into the school community.

## LEARNING SUPPORT



**Inclusive Learning Environment:** We value inclusivity and strive to make each student's time at MBIS fulfilling and memorable. Our dedicated staff work closely with students and families, ensuring personalised support for every learner.

**Community Engagement:** We value our parent and caregiver community as much as our students. Strong partnerships are key to student success.

**Diverse Learning Needs:** We recognise that students learn in different ways and at their own pace. Our goal is to identify and minimize obstacles to learning, engage students in meaningful, challenging tasks, and help every student thrive.

**Targeted Support:** At the start of each year, we identify students needing extra support through Teacher Aides, small group sessions, or one-on-one teaching. Student progress is monitored through observation, conferencing, and assessment.

**Individual Education Plans (IEPs):** For students requiring additional support, we develop collaborative IEPs to set specific learning goals and meet individual needs. Parents are welcome to meet with relevant staff at anytime.

**Learning Support Team:** Our Assistant Principal and SENCO, Mr. Donal Daly, collaborates with Teacher Aides and classroom teachers to deliver effective interventions in Literacy, Numeracy, and Social Skills.

## SCHOOL PAYMENTS & DONATIONS

Kindo is our preferred method for all school payments and purchases. Kindo is quick, secure and open 24/7.

**The 2026 donation contribution is as follows:**

- \$335.00 for one child or
- \$495.00 for two or more children.

The donation can be paid through **KINDO**. All tax receipts are also available via the Kindo App.

# USEFUL INFORMATION



## DROP-OFF AND PICK-UP

- **Morning:** Use the **Drop-Off Zone** outside the school. It is a rolling zone - no parking.
- **Afternoons:** From **2:45pm** the Drop-Off Zone is for **buses only**.  
Cars may enter **after ~3:15pm** once buses have left.

## FIRST POINT OF CONTACT

- Always contact your **child's teacher first**. They will guide you if further assistance is needed.

## LOST PROPERTY

- Located **just off the Library**.
- Please **name all items**.



## CANTEEN

Our Canteen has a great range of food.

- You can **pre-order via Kindo**.
- **Debit cards and cash** accepted (no \$50 or \$100 notes).



## UNIFORMS

- All items available to purchase via **Kindo**.
- Kindo orders processed **Tuesdays and Thursdays** and delivered directly to the class.
- Top-up purchases can be made in-person on a **Monday, Tuesday and Wednesday between 8am and 9am** from the Office.



## FEELING UNWELL OR INJURED AT SCHOOL

- Students must go to the **Office** for medical attention.
- The Office will **contact caregivers** if required.

## CONTACTING PARENTS

- Students **hand in personal mobile devices** each morning.
- To contact home during the day, students must go through the **Office**.



## E-SCOOTERS/ E-BIKES/ SEGWAYS

- **Not permitted** at MBI for safety reasons.
- **Non-electric** scooters and bicycles are welcome.

# SPECIALIST OPPORTUNITIES

## CONTROL TECHNOLOGY



We utilise **AI, CAD, robotics, 2D and 3D printers** to reflect on, and change, our society and environment.

## DANCE AND DRAMA



We explore a variety of **dance** conventions and **dramatic** elements - encouraging **self expression** in class and on stage.

## DIGITAL ART



We use **Photoshop, Illustrator** and **Canva** on **Apple Macs** to creatively solve problems and learn new skills.

## FOOD TECHNOLOGY



We use **science** and **design** processes to **develop recipes** and **products** - gaining vital life skills in a kitchen environment.

## MECHATRONICS



We combine machines and electronics to create projects and designs with **scroll saws, drill presses, soldering irons** and more.

## MUSIC



We gain exposure to various **instruments**, **compose** music and join **Beginner, Concert, or Jazz Band** and many other ensembles.

## SCIENCE



We engage in **experiments, observations** and **scientific thinking**. Highlights include: dry ice sublimation and 'elephant toothpaste'.

## SOFT MATERIALS



We use the **Design Process** to **create** an original product/prototype, while learning to use **sewing machines** and other equipment.

## SPORT



We embrace the diverse sports opportunities on offer, from **basketball** and **water polo** to **pickleball**. The sky's the limit!

## VISUAL ART



We explore **media/themes** to develop skills and techniques by **experimenting** and **creating** in a practical environment.





**Murrays Bay**  
INTERMEDIATE

