

MAHANA SCHOOL ENROLMENT PROCESS

Is your child ready to start school?
As a parent or caregiver you start the process of finding a school that will suit your child.

If your child's name is on our preschool admissions list we will have contacted you when your child turned four and a half, or you may have chosen to contact us. At this point we suggest you make contact with the school to organize a visit. On this initial visit you will be shown around the classrooms, school facilities, meet the children and the teachers.

Our principal is available Monday – Wednesday for appointments.

ONCE YOU HAVE CHOSEN MAHANA AS YOUR PREFERRED SCHOOL

Please phone the office for an enrolment pack

Is your child a new entrant (5 or 6 year old?)

No

Yes

We suggest you contact Kath, the Junior Room Teacher, via the school office to arrange visits in the Junior Room. We usually recommend three to four visits over a period of 3-4 weeks. These visits usually take place on a Monday to Thursday morning from 9-12.30.

Until such time as your child turns five, the school is not legally responsible for them so we ask that you (or another adult responsible for your child) remain on the school premises. You may wish to stay in the classroom or feel free to relax in the staffroom.

An appointment will need to be made with the Principal to complete your child's enrolment. Please feel free to discuss any issues or questions you may have. You will need to bring with you:

- Verification of age (Passport or Birth Certificate)
- Immunisation Form
- Residency Status (Overseas enrolments only)
- Iwi affiliation information

WELCOME TO MAHANA SCHOOL
LEARNING TOGETHER – LEARNING FOR LIFE