

From the Principal



With the year already well underway, we want to take this opportunity to inform you about some of our people and

the roles they play at school in educating and supporting your child. Please take time to become acquainted with this information.

There are many ways in which you can contact a relevant staff member. Staff that hold leadership and pastoral positions are also teachers, and have timetabled classes to teach. An email or phone call is probably the best way to initially, make contact with most staff (Reception 5420676).

While you are very welcome to visit Reception in person, to avoid the disappointment of not being able to meet the relevant staff member, a meeting time needs to be pre-arranged. Staff are more than happy to meet with you and discuss your child's education.

Contacting Staff

One way that you can contact your child's teacher is by using their school email address. A list of staff email addresses is on the school website, under *Our People, Staff Profiles*.

An easy way to work out an email address is to take the first letter of the teacher's first name, followed by their surname, then add to the end @papamoacollege.school.nz. For example; Teacher - John Key email address would be jkey@papamoacollege.school.nz

Kind Regards

Mr Steve Lindsey
Principal

Other emails you may require:

For general enquiries email:

enquiries@papamoacollege.school.nz

To contact the Board of Trustees:

board@papamoacollege.school.nz

For enquiries regarding fees:

accounts@papamoacollege.school.nz

Why can't I walk on to campus at anytime and visit my child?

If you need to contact your child throughout the day, send them a message or drop something off, then we ask you to contact or visit Reception.

All schools are governed by Health and Safety regulations and the expectation that all students, employees and visitors are safe while on campus. We take our responsibility to keep your child safe seriously, and therefore all visitors to campus need to report and sign in at Reception.

In the event of an emergency we also need to ensure we know who is on campus and where. We thank you for your understanding in this matter. The safety of your child, matters.

Year 7 – 9 Deans



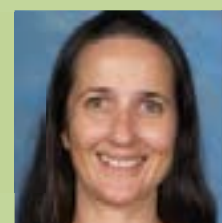
Mr Jeroen
van Wijk
Y9 Dean



Mrs Jenna
Mackay
Y10 Dean



Mrs Nadine
Shine
Y7/8 Dean



Ms Kim
Remus
Y7/8 Dean

We have everything to **G.A.I.N** from our Deans:

Guide Students, **A**ssist Teachers, **I**nform Parents, **N**avigate: Find a way through

We are dedicated advocates for students and want to help them with: student learning, social issues, opportunities, behaviour, attendance, restorative chats, liaising with outside agencies, subject options and pathways, learning contracts, goal setting, leadership opportunities, social events, camp, assemblies.

Y9/Y10
Deans



jvanwijk@papamoacollege.school.nz

jmackay@papamoacollege.school.nz

Y7/Y8
Deans



kremus@papamoacollege.school.nz

nshine@papamoacollege.school.nz

Deputy Principals

Mr Dave Ballard



Deputy Principal
Senior School
(Y11 – Y13)

I have overall responsibility for the leadership of learning in the senior school in consultation with Mrs McCready, the Director of the Senior School. I have particular responsibility for the overseeing of learning in Social Science, Mathematics, Science & Careers across the whole school and am also responsible for ICT. I am especially focused on the future design of learning curriculum and pedagogy development as our school continues to grow.



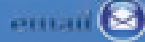
d Ballard@papamoacollege.school.nz

Mrs Belinda Develter



Deputy Principal
Upper Middle
School (Y9 – Y10)

Kia ora koutou,
In my role, I work closely with the Learning Commons Leaders and Curriculum Leaders to ensure that we provide the very best learning opportunities for students within the Upper Middle School. I am also in charge of school wide Pastoral Care systems. In this role, I work alongside the school guidance counsellors, school nurse and doctor. The learning support team, student mentors and outside support agencies to ensure that all students at Papamo College have access to a wide range of support networks.



bdevelter@papamoacollege.school.nz

Ms Catherine Neidhardt



Deputy Principal
Lower Middle
School (Y7 – Y8)

Kia ora everyone! My main responsibility is to look after the staff, students and programmes of our Year 7 and 8 learning communities. I also have the pleasure of teaching History in our Senior School. Some of my other responsibilities are: student and beginning teacher programmes and Education Outside the Classroom. I also love working alongside the other staff members of our Outdoor Pursuits Club to offer students a wide range of outdoor experiences throughout the year.



cneidhardt@papamoacollege.school.nz

Receptionist

My name is Karen Devery and I am new to the team! At Reception you can, pay fees, purchase uniform, sign your child out for an appointment, inform me of absences and ask any questions or enquiries you may have. I can also help with the enrolment process. If you would like a paper copy of the Connect Newsletter, they are available on the counter. Reception is open from 8am to 4pm each day.

kdevery@papamoacollege.school.nz



Mrs Karen Devery

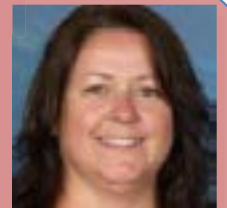
Receptionist



Student Services Receptionist

The students are an important part of my daily duties and no two days are the same! Student Services is a busy area as we offer a range of services such as: administrative tasks, fees payments, student queries, attending to students in sickbay, lost property and collecting notices. Any information required by students on a daily basis is available at Student Services. I look forward to meeting your child. Student Services is open from 8.00am to 3.45pm each day.

loliver@papamoacollege.school.nz



Mrs Liz Oliver

Student Services Receptionist



Business Manager

My name is Jenny Hardwicke and I have worked in school administration for many years, most of which were spent in Christchurch.

This role was established at the end of 2014 to manage the school financial aspects, which include – school fees, invoices, hire of facilities and budgeting. This is a busy and challenging role, but one which I enjoy.

accounts@papamoacollege.school.nz



Mrs Jenny Hardwicke

Business Manager



Campus Coordinator

My role is to coordinate the acquisition of equipment and furniture, manage the hygiene and maintenance of our campus as well as the waste and recycling programmes. I ensure all aspects of property requirements are fulfilled.

I am also available to help students with information regarding the running of the school e.g. grey water, electricity supply, solar power etc.

esteenkamp@papamoacollege.school.nz



Mrs Elna Steenkamp

Campus Coordinator



Pastoral Care Team



Mrs Jane Kay
Guidance Counsellor

Lead Guidance Counsellor

Hi my name is Jane Kay and I am the Lead Guidance Counsellor here at Papamoa College.

I grew up in Te Puke, trained to be a teacher in Hamilton and completed my Masters in Counselling and Post Graduate Diploma in Professional Supervision at Auckland University. I am married to Andy and we have three adult children.

My main role is to support the mental health and emotional wellbeing of our students so that they can achieve their best possible educational and social outcomes. This involves providing counselling support and pastoral care for students, families and staff. My team includes Jim Browne (Counsellor) Julie Sutton (Counsellor) and Nia Finau (Youth Mentor) and a broad range of outside agencies that we work alongside to provide this support for our students and families.

email  jkay@papamoacollege.school.nz



Mr Jime Browne
Guidance Counsellor

Guidance Counsellor

Kia Ora

My name is Jim Browne and I am a Guidance Counsellor at Papamoa College. I moved to Papamoa from Auckland where I worked as a Counsellor at Rangitoto College and Orewa College for the past 12 years.

I have taught in the classroom, raised two boys, and coached and managed a variety of sports. I hold a master of education degree in counselling and a post graduate certificate in careers. I enjoy assisting students to discover answers to their issues and find direction in their lives. At times this means working with outside agencies to get extra support. I am at the College 3 days a week providing mentoring, support and a friendly and confidential listening ear.

email  jbrowne@papamoacollege.school.nz

Guidance Counsellor

Kia Ora, I am Julie Sutton. I have a UK - Social Services background but studied for my Bachelor in counselling here in New Zealand. I am married with three children (two of which are teenagers).



Mrs Julie Sutton
Guidance Counsellor

My role and passion is to provide counselling and support to our young people and their family/Whanau.

Young people may encounter situations and issues that they need support with throughout life at school, home and in other environments. We are here to assist students where we can.

email  jsutton@papamoacollege.school.nz

School Nurse

My name is Woody and I am a registered nurse.

I see students with a range of health concerns, including health education, mental health and sexual health. Our aim is to enhance the wellbeing of students so they can focus on learning and living life safely.

I work every week, Monday to Thursday. We also have a local GP that runs a free clinic each Monday for issues that may need a doctor input. Students can see me confidentially by booking in at Student Services for the next available time.

email  wvahey@papamoacollege.school.nz



Mrs Woody Vahey
School Nurse

Curriculum Leader - Learning Support



Mrs Paula West
Curriculum Leader
Learning Support

Kia Ora, my name is Paula West and I am the Curriculum Leader / Special Educational Needs Co-ordinator (SENCO) at Papamoa College. My team of 5 specialist teachers, and 10 teacher aides, work with an array of students with different learning, social, physical, cultural and behavioral needs.

Our role in consultation with teachers, whanau and outside agencies is to:

- modify the curriculum and / or provide an individualised programmes to meet the specific needs of students (IEP's / IBP's).
- refer and/or engage with outside agencies to ensure each student reaches their full potential.
- apply to NZQA for Special Assessment Conditions (SAC).
- provide additional support for students who have English as a Second Language (ESOL).

email  pwest@papamoacollege.school.nz

Senior School Year 11 – 13



**Senior School
Director Y11 - 13**

Mrs Cath McCready

My role is to ensure that all of our senior student's progress in their academic achievements so that they are set up to achieve their career aspirations, as well as developing into good global citizens.

I have joint responsibility for the leadership of learning in the senior school in consultation with the Deputy Principal Dave Ballard and Senior Staff Leaders.

I have particular responsibility overseeing the learning in Technology, Art, and Drama across the school and I am also responsible for timetabling and reporting.

 cmccready@papamoacollege.school.nz



**Senior School
Staff Leader Y11**

Mrs Jacki Lee

I originally worked in business with my Masters Degree in International Management with distinction. After having three children I retrained as a teacher 10 years ago.

I have taught Primary School and High School Maths, Social Science, and English. For the last five years I have taught Accounting and Business Studies at Papamo College. I love teaching and I love helping. I enjoy building relationships with students and ensuring they have the tools they need to succeed. I look forward to working with year 11 students to do what I can to help them be the best they can be in NCEA.

 jlee@papamoacollege.school.nz



**Senior School
Staff Leader Y12**

Mr Ken Kilkenny

I am a Biology trained Science teacher with a passion for my subject area. In my role as a Senior School Staff Leader, I work closely with the year 12 academic mentors and students to promote a positive and productive learning environment. I am promoting best practice for teaching staff, working closely with whanau leaders and working with senior students to achieve success.

 kkilkenny@papamoacollege.school.nz




Careers Advisor

Mrs Jo Neal

As Careers Advisor, I am responsible for a comprehensive careers programme for years 7 to 13 students.

The Careers Centre is in the Senior Learning Commons, which contains materials and information for numerous pathways that students may choose to follow. These materials are available for the whole school community to use. We operate Gateway and Trades Academy programmes, where senior students can work in a workplace, or study at a tertiary institution one day a week. These students gain credits for both NCEA and industry National Certificates.

I am available by appointment, for one on one careers advice with students and parents, regarding pathway options, while at school and in their future.


 jneal@papamoacollege.school.nz



**Senior School
Staff Leader Y13**

Mrs Katy Thorne

I am a Mathematics Teacher with experience in both Statistics and Calculus. I have a passion and enthusiasm both for my subject and for teaching in general. As a Senior School Staff Leader, I work closely with year 13 academic mentors and students to promote positive values, academic achievement and further develop the senior school culture. I also regularly work with our year 13 Future Directions students.

 kthorne@papamoacollege.school.nz