



INFORMATION FOR PARENTS AND AGENTS OF INTERNATIONAL STUDENTS AT WAIMEA COLLEGE

This sheet contains important background information about processes and procedures that will be followed by the Waimea College in respect of your son/daughter. Please read it carefully and make sure that you are happy with all the information. If you have any queries please contact Hayley Roper on +64 3 544 6099 (extension 867).

Accidents and emergencies

Waimea College is responsible for all emergency procedures during school hours and all emergency procedures outside school hours while the student is in a homestay.

In the event of an accident or emergency appropriate action will be taken and you will be contacted as soon as possible by the International Manager – Hayley Roper, your student’s agent, or your insurance company, on the emergency contact number you provided on your child’s application for enrolment form. **Should your contact details change it is VERY important you advise Waimea College.**

If your child has an accident, Waimea College or the homestay parents may need to consent to urgent medical procedures on your behalf, including blood transfusions if necessary.

IN CASE OF EMERGENCIES please look on our website www.waimea.school.nz or our Facebook page www.facebook.com/pages/Waimea-College-International-Students/194925070559187 for updates regarding any emergencies.

Communication

Parents are required to have regular communication with their children. Parents should provide their children with calling cards or cell phones so they can call home whenever they feel they need to.

Parents are encouraged to interact with the Waimea College and invited to visit their child’s school at least once during their child’s period of enrolment.

Parents can be expected to be contacted by Waimea College if there are any concerns regarding their child’s well-being or progress.

Parents should contact the International Manager if they have any concerns or issues they want to discuss about their children.

Parents can expect to receive regular reports outlining their child’s academic progress.

Your child’s contact information:

WAIMEA COLLEGE	HOMESTAY - where your student(s) lives in New Zealand
Hayley Roper Salisbury Road Richmond 7020 Nelson New Zealand Intl.manager@waimea.school.nz +64 3 544 6099 (extension 867) +64 21 02422503 EMERGENCY ONLY	