

TAKE UP THE CHALLENGE



EST.

1971

BERKLEY

Normal Middle School

2026

PROSPECTUS

PRINCIPAL'S MESSAGE



Welcome

Kia ora koutou

We extend a warm Berkley welcome to all prospective students and families. Thank-you for giving us the opportunity to share information about our school with you.

Berkley offers high quality educational programmes that engage Year 7-9 learners in a safe and supportive environment. Our teachers work hard to provide students with a connected curriculum where learning is fun and meaningful. Our school vision is for our learners to take up the challenge and get involved in the many academic, cultural, sporting and social opportunities on offer.

2026 will see the return of our biennial whole school camp. This is an exciting opportunity for our Berkley learners to explore New Zealand's bush and rivers and take up the many challenges this camp offers.

We strongly believe that for our students to succeed, they need positive self-esteem and to be in an environment that rewards their attempts and celebrates their successes. Along with this, they need the support of their families/caregivers and a dedicated, caring school staff.

If you choose to join our school, you and your child will become an important part of our learning community. The support and participation of our parents and whanau at school activities and events is welcomed and encouraged.

Nathan Leith | Principal

Our school is a place where people want to be.

We specialise in meeting the needs of emerging adolescents, and this is reflected in our curriculum and student support programmes.

We give you our commitment that we will do our very best to ensure that Berkley students will leave our school as confident and competent learners who have achieved success.

KIA ORA

Ni sa bula vinaka

Ni Hao

Sawasdee

Talofa Lava

Selemat

Marhaba

Annyeong haseyo

Konichiwa

Namaste

Ayubowan

Malo e lelei



Our School Vision



Take up the Challenge

At Berkley, we empower students to 'Take up the Challenge'



Every child has a 'place' at Berkley

We actively seek out opportunities so that all students can experience success in their learning.



The Berkley Way

Seeks to grow independent and motivated emerging adolescents who are creative and caring.



CURRICULUM

Choice and Challenge in the Curriculum

At Berkley we are committed to offering a comprehensive and rich curriculum that is supported by Te Mātaiaho Framework, The New Zealand Curriculum.

Mātai aho tāhūnui, Lay the kaupapa down and sustain it,
Mātai aho tāhūroa, The learning here
Hei takapau wānanga Laid out before us.
E hora nei.

We believe our programmes prepare our students for the challenges of today and into the future. Our curriculum is designed to meet the unique needs of students in Years 7-9 and is focused on providing engaging and challenging learning experiences that promote critical thinking, creativity and collaboration. Our teachers use a range of strategies and resources to facilitate learning, including digital technology, guided instruction and inquiry based approaches. We understand our roles in giving effect to Te Tiriti o Waitangi and its principles.

At Berkley we believe that every student has the potential to succeed. Our curriculum is designed to foster a love of learning, develop key competencies, and prepare students for a lifetime of success.

“We are connected to community, curious about learning and confident in ourselves” - Te Mataiaho



Our curriculum is structured around the following key learning areas:

English - Our English programme focuses on developing strong communication skills, including reading, writing, speaking and listening. Our beliefs are based on:

Mā te reo, ka mōhio; mā te reo ka mārama; mā te reo ka ora.

Language and literature give us insights into ourselves and others

We engage in critical thinking and analysis to deepen our understanding of the world.

Mathematics - Our mathematics programme is designed to develop students numeracy skills, problem solving abilities and logical reasoning. Students learn through practical, real-world applications of mathematical concepts and are challenged to think creatively and analytically.

Science - We have a dedicated Science laboratory and teacher. Our science programme encourages curiosity and a love of learning through hands-on, experiential activities. Students develop a deep understanding of scientific concepts and processes and learn to think critically about the role of science in society

Social Sciences/ Aotearoa Histories - Our programme explores the social, economic, and conceptual themes that shape our world. Students develop an understanding of their place in society and the interconnectedness of different cultures and communities.

The Arts - Through the arts curriculum, students develop skills such as creativity, communication, collaboration, and critical thinking. They gain a deeper understanding and appreciation of cultural diversity and the importance of artistic expression in society. The arts provide a platform for personal growth, self-confidence, and the celebration of human creativity and imagination.

Technology - Our technology curriculum focuses on technological innovation and design thinking. Students learn to identify problems, generate ideas, and develop innovative solutions through the design process. They engage in hands-on activities, prototype creation, and testing to foster practical skills and creativity.

Physical Education and Health - Students engage in a range of activities to develop physical fitness, motor skills, and sportsmanship. They participate in individual and team sports, learn fundamental movement skills, and explore different physical activities. The health education component of the curriculum focuses on personal well-being and building healthy relationships. They develop skills for making informed decisions, managing stress, and promoting positive mental health. Health education equips students with the knowledge and tools to maintain physical and emotional well-being.



UNIQUENESS OF OUR BERKLEY LEARNING COMMUNITY

HOW WE MAKE A DIFFERENCE:

Every day 790 rapidly changing 10–14 year olds enrolled at **Berkley Normal Middle School** are making critical and complex life choices.

They are forming attitudes, values and habits of life that will direct their behaviour as adults.

Our Middle School is therefore here to enhance the healthy growth of our young adolescents as lifetime learners who are increasingly competent, self-sufficient young people who are optimistic about their future.



The following conditions and characteristics are strengths at our school:

- Our balanced curriculum is based on the needs of young adolescents.
- Delivery of the New Zealand Curriculum.
- Individual needs are acknowledged and reflected in the varied instructional strategies teachers use.
- A full programme is delivered through a blend of homeroom and specialist teaching.
- Experiences with specialist teachers support the transition to future schooling.
- Our evaluation procedures are compatible with the nature of young adolescents. Students reflect upon their achievement relative to their own ability, rather than being in competition for grades and being compared to other students.
- Teachers plan co-operatively and provide a range of extra-curricular learning opportunities that students can choose to participate in.

This is a time in the emerging adolescent's life when doors are opened and students have a wide range of experiences. By taking up challenges, students are in a strong position to pursue pathways of choice in future learning.

Our middle school environment was specifically created to meet the unique needs of emerging adolescents.

We address these needs in the following ways:

- A strong homeroom system where students spend the majority of their day with one teacher.
- A strong emphasis on the teaching of academic subjects by the homeroom teacher.
- Specialist teaching in Science, Technology, the Arts (visual and performing), Physical Education, Digital and Visual Communication and Second Language Learning.
- High quality teaching – supported by an intensive research based professional learning programme.
- Regular goal setting and reporting to parents culminating in a full written report at the end of the year.
- Provision of a safe, positive learning environment.
- A two year learning journey alongside a homeroom teacher that allows students to develop high quality one to one relationships.
- Classes carefully constructed to match students with teachers, and students with students.
- Extensive education outside the classroom experiences.
- Regular access to computers and digital devices as a tool for learning.
- Opportunities to develop healthy competition between peers within and across schools.
- A strong promotions programme which provides students with extensive opportunities to engage in actively supervised sporting, cultural and technological activities during break time.
- A rich and diverse programme of engagement in the Performing Arts including opportunities to perform to audiences.

Selina Yr 8:

There are many opportunities at Berkley ranging from Lit Quiz to Sports Camp. One of the most interesting would be New Horizons, an outdoor learning experience that takes place every second year. I was lucky to get into Waimarino Kayaking Adventures which was three days of jumping off rocks, traversing down cold rivers and learning new skills.



Izzy Yr 7:

The teachers at Berkley involve fun and cooperative activities into our learning, creating a comfortable environment for everyone. Some of the amazing things you can do at Berkley is 'Take up the Challenge', Tech Arts, prompts and many other fun activities.



Jasper Yr 8:

Teachers at Berkley have truly enhanced my learning, using unique methods for each class. They make you feel comfortable to ask questions and contribute to class discussions. They guide you through fun and engaging sessions with groups so you can flourish not just academically but also socially.



Declan Yr 7:

Berkley has been a truly exhilarating learning experience through teaming, Tech, and even subjects in your home room. Also, I find the fortnightly team challenges at assembly to be quite exciting, and quite frankly, how can it not be, sitting there cheering on your team in the hope of winning the prize for the coveted casual clothes day.



EDUCATION BEYOND THE CLASSROOM

Ngatuhua Lodge Camp:

Every even year, starting in 2026, Berkley students will embark on an unforgettable three-day camping experience at Ngatuhua Lodge, nestled deep in the Kaimai-Mamaku Forest Park, approximately 45 minutes from Tauranga. Surrounded by native bush, rivers, and rugged terrain, students will take part in thrilling challenges such as bushwalking, river challenges, abseiling and survival skills. This unique experience builds confidence, resilience, and a deeper connection to Aotearoa's natural environment. Whether cooking over open fires or exploring remote trails, Ngatuhua pushes students beyond the classroom—developing leadership, responsibility, and a true sense of adventure that will stay with them for life.

New Horizons:

Every odd year (2027, 2029...), our Berkley education outside the classroom programme provides an exciting set of opportunities, known as New Horizons.

Instead of going on a "camping" experience as a class, students select from a very wide range of activities which they participate in for three days. Activities as diverse as surfing, visual art, caving, cycling, rock climbing, digital problem solving and movie making are just some that are offered.

All of these experiences are an opportunity for students to demonstrate our school values and motto 'Take Up The Challenge'.

Hillary Outdoors:

Each year a group of students are offered the opportunity to travel to the Hillary Outdoors Education Centre based at either Port Charles (Coromandel) or Tongariro. Here they spend a week experiencing a range of challenging activities, specific to the environment. Information about applying for this experience is available from term two.



Sporting Programmes:

Philosophy: we believe that sport, physical activity and play are important for the personal growth and development of our students. Regular timetabled physical activity for all students is part of our teaming programme.

Promotions: as an extension of the teaming programme, organised sporting opportunities are held every lunchtime for students to opt into. These are a fantastic opportunity for students to consolidate new sports skills learned in the teaming programme and socialise with their peers.

Excellence through Sport and Culture: student representative teams participate in a wide number of sporting and cultural events against other Waikato Intermediate and Middle schools. The programme provides for those students who have exceptional skills and qualities in the sporting and cultural arenas.

AIMS Games: held annually in Tauranga, the Association of Intermediate and Middle School (AIMS) Games is an international sporting competition for our elite athletes. These games give 11, 12 and 13 year olds an opportunity to compete as an individual or in a team against the best of their age in a variety of different sports. Each of the sports offered is hosted in superb facilities. The aim of the event is to provide opportunities for the student in the middle years to compete at an elite level, be active, celebrate fair play and enjoy success.

Sports Camp: year 7 and 8 students have the opportunity of being involved in a week-long competition where they compete in a multitude of sports. A heavy focus on the athletes learning journey is prioritised in the build up and during competition week.

The sporting opportunities offered throughout the year include:

Our sport and recreation facilities support the promotion of these important programmes.

- athletics
- badminton
- basketball
- bowls
- cricket
- cross country
- dance
- golf
- gymnastics
- hockey
- inline hockey
- netball
- padder tennis
- rippa rugby
- rugby
- sailing
- show jumping
- skiing
- football
- softball
- squash
- swimming
- table tennis
- tennis
- touch
- volleyball
- water polo
- futsal
- tough guy/tough girl



PERFORMING ARTS

School Productions:

Our biennial school production is always a highlight of the school year. Involving a large group of students in a range of on-stage roles, the production allows students to showcase their acting, dancing, singing and performing talent. Every other year we hold a Performing Arts Festival - this is an opportunity for students to work together to stage a range of performing arts including dance groups, cultural groups, bands and theatre sports. It is a great showcase of the theatrical and our students have a lot of fun choreographing and taking part in helping to produce this performance extravaganza.

Big Band Orchestra:

Berkley's Big Band Orchestra provides a great opportunity for like-minded students to play in a larger ensemble. Students work together to play selected pieces of music to perform at the WIMS Orchestra Festival, school assemblies and Performing Arts evenings.

Berkley TV:

Berkley TV is an exciting, one-of-a-kind program that empowers students with professional-grade equipment and a platform to develop their creative and technical skills. Students take charge of the entire production process, crafting engaging shows that entertain and inform the school community while building a portfolio of work that could open doors to future opportunities in the dynamic world of media.

Kapa Haka:

Kōkiritia te kaupapa, whakamaua kia tīna!

Haumi e, hui e, Tāiki e!

Kapa Haka at Berkley provides ākonga with the opportunity to experience Māori Performing Arts in an inclusive and connected environment. We aim to build a sense of whanaungatanga amongst our roopu whilst sharing knowledge, language and cultural customs through waiata, haka, stories, and traditional games.

We have been proud to have been involved with a range of performances and leadership opportunities for ākonga, such as performances at our local primary schools, the annual WIMS Festival, as well as school performances and pōwhiri.



EXTRA CURRICULAR PROGRAMMES:

Overseas Trips

Traditionally at Berkley students have the opportunity to apply to participate in travel either to Japan or Noumea. These trips give students an amazing educational experience and the exposure they have to a different culture and custom is unforgettable.

Information about both these trips is available early in term one.

Academic Activities

- Waimaths / Baymaths
- EPro8 Challenge
- Chess
- Lit Quiz
- Otago Maths
- Science Fair
- ICAS
- Esports

Out of School Performing Arts

Out Of School Performing Arts (OOSPA) provides a great opportunity for new and experienced performing artists to develop a life-long passion for Music and Drama.

This program offers after-school lessons taught by experienced teachers within the industry in a group learning environment.

Instruments on offer:

- Keyboard
- Drums
- Guitar
- Bass Guitar
- Singing
- Flute
- Rock Bands

Drama Classes on offer:

- Ink Incorporated
- Theatresports
- Dungeons & Drama



INTERNATIONAL STUDENTS

At Berkley, we are proud of the opportunities provided for our international students. We are enriched by the diversity different cultures bring to our positive, supported and friendly learning environment. All international students have access to our specialised Enhanced Learning Centre (ELC).

Jeongyeon - Year 8

Hello, I'm Jeongyeon from South Korea, and I've been an International Student at Berkley Normal Middle School for the last 18 months.

On the first day I came here, I was anxious and nervous, but my buddy and teachers helped me settle into my new school. In my opinion, Berkley is a wonderful place to come to school. You can learn a range of subjects and make friends in a happy, safe environment.

There are a lot of experiences you can have. You can "Take Up The Challenge" which is our school's motto, and try something new. You have the chance to try out sports like table tennis or squash. I love playing table tennis!

Maybe you want to learn other languages? You can do that too.

One of the highlights for me has been the opportunity to go fishing in the Coromandel during our New Horizons week. I caught a whopper of a snapper!

There are lots of different subjects here at Berkley, but Food Tech and Teaming are my favourite things to do.

So if you want a great learning experience, I suggest you come to Berkley Normal Middle School. You won't regret it!

안녕하세요. 저는 한국에서 온 문정연이라고 합니다. 저는 버클리 중학교에서 유학생으로 1년 반 정도 지냈습니다.

처음 이 학교에 왔을 때는 많이 긴장되고 떨렸지만, 친구들과 선생님들 덕분에 빨리 학교에 적응할 수 있었습니다. 버클리 중학교는 다양한 과목을 배울 수 있고, 안전하고 즐거운 환경에서 친구들을 사귀어 줄 수 있는 정말 좋은 학교입니다.

이곳에서는 다양한 경험을 할 수 있어요. 우리 학교의 모토인 '도전에 나서자(Take Up The Challenge)'처럼 새로운 것에 도전할 수 있는 기회가 많습니다. 예를 들어, 탁구나 스쿼시 같은 다양한 스포츠도 배울 수 있는데, 저는 특히 탁구를 좋아합니다! 다른 언어를 배우고 싶다면 그것도 가능합니다.

저는 New Horizons 주간에 코로만델에 가서 낚시를 한 게 제일 기억에 남아요. 그때 정말 큰 도미를 잡았답니다!

버클리 중학교에는 다양한 과목이 있는데, 그중에서 저는 푸드 테크(Food Tech)와 팀 활동(Teaming) 시간을 가장 좋아합니다.

만약 여러분이 좋은 학교를 찾고 있다면, 저는 버클리 중학교를 적극 추천합니다. 절대 후회하지 않으실 거예요!



We provide:

- Full immersion in all school life and student activities (academic/cultural/sporting)
- Opportunities to gain knowledge and appreciation of New Zealand life and culture
- Specialised English Language Learning classes for speakers of other languages (ELL)
- Co-operation with other school and organisations undertaking similar programmes
- Peer support and buddy systems
- Effective pastoral guidance and support
- Highly qualified staff
- English language learning assistance school-wide



Naomi (Songyi) - Year 9

Hello, my name is Naomi. I come from the city of Tianjin in China. I am an international student here at Berkley Normal Middle School in Hamilton. I'd love to share some of my favourite experiences at school and beyond.

One of the best parts of my time at school has been when I had the opportunity to go on the City Hopper excursion, as part of the New Horizons programme, which is held every two years. I've had the chance to travel to so many amazing locations! Whether it's exploring new places or enjoying fun activities here at school. Every new opportunity has meant a new adventure.

Among all the sports I've tried at school, badminton is my absolute favourite. In fact, I enjoy it so much that I also play during our school's lunchtimes.

School life here is quite different from what I experienced back home in China. Maths class is much easier and English class is a challenge. My favourite subject is Food Tech. All the teachers at Berkley are friendly and helpful. In short, I love being a student at Berkley Normal Middle School and I hope you will consider joining us.

菘仪王

大家好,我是王菘仪。我来自中国天津,是汉密尔顿伯克利师范中学的一名国际学生。我很乐意分享一些我在学校内外的美好经历。

在学校最美好的时光之一,就是有机会参加每两年举办一次的“新视野”项目。我选择的是“城市跳跃”之旅。我有机会游览了那么多奇妙的地方!无论是探索新的地方,还是在学校享受各种有趣的活动;每一次新的机遇都意味着一次新的冒险。

在我尝试过的所有运动项目中,羽毛球绝对是我的最爱。事实上,我非常喜欢这项运动,甚至在学校午餐时间也会打。

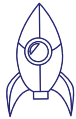
这里的学校生活与我在中国的经历截然不同;数学课要简单得多,而英语课则充满挑战。我最喜欢的科目是食品科技。伯克利的所有老师都很友善,乐于助人。简而言之,我热爱伯克利师范中学,希望你能考虑加入我们。



YEAR 9 at Berkley



Science



Technology



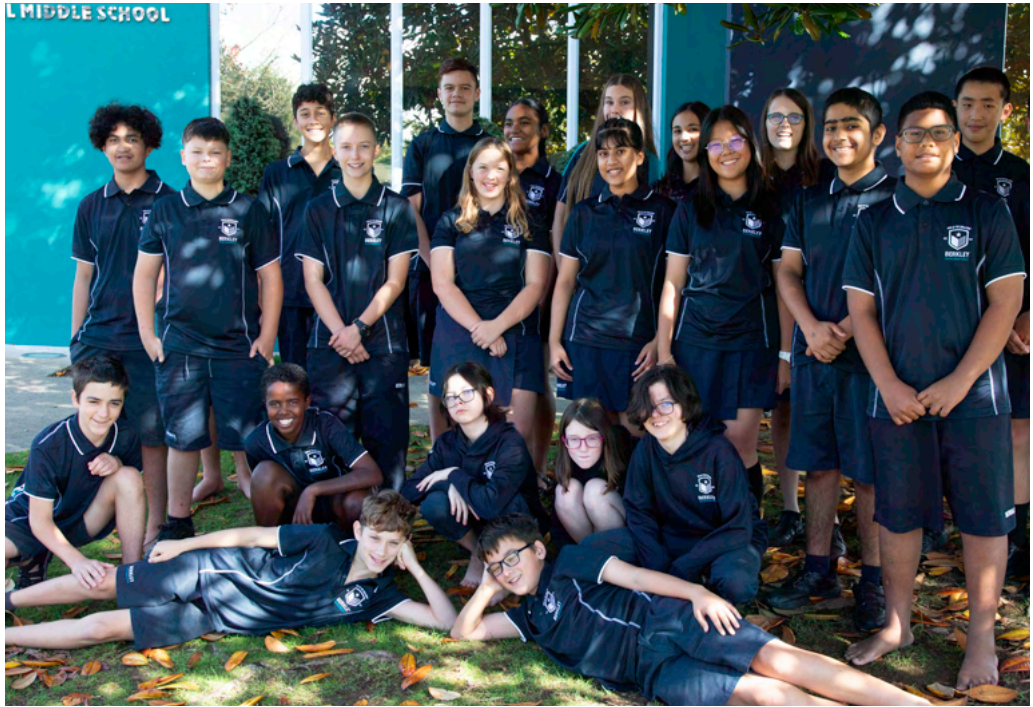
Entrepreneurship



Arts



Maths



Year 9 STEAM

STEAM is a curriculum based on the idea of educating students in five specific disciplines — science, technology, entrepreneurship, the arts, and mathematics — in an interdisciplinary and applied approach.

Rather than teach the five disciplines as separate and discrete subjects, STEAM integrates them into a cohesive learning paradigm based on real-world applications.

William Pike Challenge

The William Pike Challenge is a dynamic youth development program designed to empower students through a series of personal and community-based challenges. The program includes:

- **Outdoor Activities:** Engaging in a diverse range of outdoor pursuits to enhance physical fitness and outdoor skills.
- **Community Service Projects:** Participating in initiatives that foster a sense of responsibility and community spirit.
- **Passion Projects:** Encouraging students to explore and develop their individual interests and talents.
- **Skill Development:** Cultivating essential life skills such as teamwork, leadership, and perseverance.
- **Personal Growth:** Helping students step outside their comfort zones and develop resilience.

- **Community Impact:** Gaining a deeper understanding of their potential to make a positive impact in their communities.

By completing the William Pike Challenge, students not only grow individually but also learn the importance of contributing to and supporting their communities.





Student Voice – Shahida Siddiqa

Being a Year 9 student is an incredible experience, filled with opportunities for growth and adventure. This year has benefited me in various ways. I've made many memories and lots of long-lasting friendships.

One of the exciting opportunities we participate in is the William Pike Challenge. This involves 20 hours of community service, passion projects, and various outdoor activities. Through this challenge, we will learn to overcome obstacles, boost our confidence and self-worth, and step out of our comfort zone. We'll engage in thrilling activities such as kayaking, rock climbing, tramping, and possibly visiting the snowy mountains.

Year 9 also comes with many privileges and responsibilities. We get to wear special Year 9 shirts, host assemblies, and leadership roles around the school. At Berkley, Year 9 offers unique learning opportunities, including specialised courses in science and welding. This year, we also participated in a First Aid course where we learned three essential steps for saving lives.

A significant benefit of being in Year 9 is having a smaller class size, which allows for more personalised support from teachers and peers. Each of us has our own chromebook, contributing to a calm and focused learning environment. Additionally, the smaller class size makes it easier for us to go on more educational trips.

Overall Year 9 at Berkley is a fantastic time to prepare for high school and the future. I'm glad I took up the challenge and continued the journey as a year 9 at Berkley. I highly recommend it to Berkley's current and future Year 8 students.



Continuing the Journey at Berkley:

I will have the opportunity to be involved in a specialised Year 9 Arts and Technology programme and an extended science programme.

I will experience high-quality teaching and learning where programmes are specifically tailored to students' needs and strengths.

I will take part in a tailored Tech Arts programme where I get to select from a range of technology and performing arts options that reflect my interests and talents.

I will participate in a specialised Physical Education programme that helps me build teamwork, fitness, and leadership through a variety of sports and activities.

I will be involved in exciting Education Outside the Classroom (EOTC) opportunities such as Year 9 Camp, Arbor Day planting, lunchtime promotional events, and roles of responsibility like being an office runner.

I will have the chance to represent Berkley at the Waikato Young Leadership Day (WYLD), where I will connect with other young leaders, grow my confidence, and develop skills to inspire and influence others in my school and community.





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Digital Technology at Berkley Normal Middle School

The development of digital technology skills, knowledge and understanding are a critical component of learning at Berkley.

All Berkley classrooms are equipped with a range of digital devices. We also welcome students bringing their own devices to school to use as a tool for learning. If you are choosing to purchase a device for your child while they are at Berkley we encourage you to consider a Chromebook. It is likely that your child has used a Chromebook at their current school. Chromebooks are cheap, effective and productive in education. We ask students and parents to visit our school website (www.berkley.school.nz) to find links to our school BYOD documentation and guidelines for the use of devices across the school.



Digital Technologies Programme

Our digital technologies programme aims to teach students how to design their own digital solutions and become creators of, not just users of, digital technologies.

Digital literacy and digital fluency are two concepts used to describe the knowledge and dispositions learners need to acquire in the process of becoming capable and confident users of digital technologies.

- Digital literacy - builds on traditional literacy learning. It involves learning about how to use digital technologies and what to do with them.
- Digital fluency – includes digital literacy but is more than technical proficiency. It includes many social and dispositional skills necessary to use digital technologies wisely, safely, and respectfully. A digitally fluent person can choose when and articulate why a specific digital technology will achieve a particular purpose.

Students will be offered opportunities to develop these essential understandings:

- Computational thinking – Students will develop an understanding of computer science principles that underlie all digital technologies. They'll learn core programming concepts so that they can become creators of digital technology, not just users.
- Designing and developing digital outcomes – Students will learn how to design quality, fit-for-purpose digital solutions.

To support and consolidate these skills and understandings, students will be offered opportunities to work with technologies such as:

- MaKey MaKey, Digital Breakouts, Sphero, Micro:bit, Minecraft Education Edition, Google Workspace (Docs, Slides and Classroom) and coding platforms such as Hour of Code, Scratch and Gamefroot.

WORKING TOGETHER

At Berkley, we use a range of communication methods to keep our community well-informed with a shared sense of Whanaugatanga.

Berkley Website

The Berkley Normal Middle School website serves as a comprehensive resource for students, parents, and prospective families. It provides up-to-date information on key calendar dates and special events, ensuring our community stays informed about what's happening at school. The site offers detailed insights into our curriculum, uniform requirements and enrolment procedures. Additionally, it facilitates direct communication with our staff through accessible contact information, supporting seamless engagement between home and school.

Daily Informer

The Berkley Informer is our daily student bulletin designed to keep learners informed about what's happening across the school each day. It provides key information such as daily schedules, lunchtime activities, Kapa Haka, important reminders, cancellations, and special announcements.

Email

Email is one of our main forms of communication with parents and caregivers. Whole-school notices are sent out via email to ensure everyone stays informed. Teachers also use email to share important updates about your child's class or individual progress. You can find email addresses for all staff members on our school website. Please ensure the office always has your current email address so you don't miss any important information.





Berkley Facebook page

The Berkley Normal Middle School Facebook page is a dynamic platform for celebrating school-wide achievements, sharing key events, and keeping our community connected. It highlights student successes, showcases vibrant moments from daily school life, and reminds whānau of important calendar events. Our Facebook presence offers an engaging window into the culture and wairua of Berkley.

Team Facebook page

Each teaching team at Berkley also has its own dedicated Facebook page. These pages provide more detailed, classroom-level insights into student learning, team events, and daily activities. They highlight individual and group achievements, showcase student voice, and offer a closer look at what's happening within each team. Parents and the wider community are encouraged to interact, comment, and celebrate the learning journey alongside their children, strengthening connections and creating a sense of shared pride.

School Hours

School begins at 8:45am and finishes at 3:15pm. To ensure that learners are able to make the most of the programme of learning at Berkley, students are to be at school by 8:30am to prepare for the day ahead and are expected to remain at school for the full school day. Students using public transport to and from school need to use timetabled routes that are scheduled outside of school hours.

Absences

All absences must be communicated and explained to the school before 9.00am in the morning. If the absence is for three days or more a medical certificate may be requested.

Our preference is for parents to report student absences via our school website homepage absences link. Alternatively please ring our office line - (07) 856 6537 ext 1 and leave a message.

Our office staff will send a notification text message if your child is absent without an explanation. The school can request support from Blue Light and Attendance Services for unexplained or lengthy explained absences.

Students who arrive at school after 8.45am must report to the student counter at the school office to sign in.

Leave Requests

During the school day, no student may leave the school grounds without staff permission. An explanatory note from parents or caregivers must be presented on each occasion and students must sign out and be collected from the office. It is expected that these occasions will be infrequent.

Requests for periods of leave during term time are to be directed, in writing, to the principal.

Travel To and From School

Our students are expected to maintain school standards by:

- Wearing school uniform correctly from the time they leave home in the morning until they return home at the end of the day.
- Maintaining a high standard of behaviour is expected at all times including on school and city buses.
- Showing courtesy to all members of the public.

Travel by Car

Parents who deliver their child to school by car should use the Mullane Street entrance.

We seek your co-operation with this request as the Berkley Avenue entrance (including the bus bay turn-around area) must be kept clear at all times.

Cyclist and Pedestrian Safety

Cyclists and pedestrians are expected to know and follow the "Rules of the Road" including using the appropriate crossings.

Regulation cycle helmets are compulsory and students will not be allowed to bring bicycles to school without one.

Cycle stands are available and all bicycles and scooters need to be padlocked.

Cellphones

Students are not permitted to carry a cellphone during school hours 8.45am – 3.15pm. Students who require a cellphone for out of school purposes are to hand their phone into their classroom teacher at the beginning of the day.

Term Dates 2026:

Term 1: Monday 2 February - Thursday 2 April

Term 2: Monday 20 April - Friday 3 July

Term 3: Monday 20 July - Friday 25 September

Term 4: Monday 12 October - Friday 11 December





Reporting to Parents

Unit of Inquiry, mathematics and writing books are a record of student achievement. These books are a sequence of work samples that provide parents with information about the class programme and their child's growth and development.

We use Google Apps for Education for student learning. This secure cloud-based system utilises the multi-media dimensions and creativity of our students to capture growth and achievement.

Student led conferences are held each year. During these conferences students share their set goals and teachers report to parents on learning and achievement. Parents will receive regular updates about student progress and achievement in relation to the NZ curriculum achievement levels.

Payments

Our preferred method of payment is through internet banking.

Our school bank account details are:
A/C number: 12-3122-0202229-00
A/C name: Berkley Normal Middle School Board

Alternatively payments can be made by eftpos or cash at the school office.

Money and Valuables

Money and valuables requiring safekeeping should be placed in a clearly labelled envelope and handed to the classroom teacher, who will follow our "all care but no responsibility" policy. No responsibility will be accepted for money or valuables not handed in.

All personal items, uniform, books and other equipment must be named. All students must respect the property of others and only use it with the owner's permission.

Stationery

To begin the school year students are required to purchase a stationery pack from school that will be sufficient for all core programmes. The school operates a stationery shop in the Learning Centre for sales during the year.

Canteen

Berkley has a canteen that offers a range of freshly made hot and cold packaged items and drinks for students to purchase during break times. Lunch orders should be placed before school - eftpos is available.

Gluten-free food items are available and these will need to be ordered before school each day.



UNIFORM

Our Board of Trustees by-law requires our students to wear the regulation uniform in school at all times.

Uniform gives students a sense of belonging and allows all children to be equally well dressed.

All belongings must be named.

Berkley uniform can only be purchased from 'The Brandmakers'. They are located at 6 Latham Court, Frankton, Hamilton. Their opening hours are Monday – Friday 8.00am – 5.00pm or for online purchasing – www.thebrandmakers.co.nz



Uniform Schedule

- Poloshirt – navy and jade short sleeved with Berkley logo
- Skorts – navy drill with Berkley in white print
- Shorts – navy drill with Berkley in white print
- Trackpants – navy windbreaker material, lined with Berkley in white print
- Hoodie (summer weight) - navy with Berkley logo
- Hoodie (winter weight) - navy with Berkley logo
- Puffer Jacket – navy with Berkley logo
- P.E. Shirt – navy with Berkley logo
- P.E. Short – navy with Berkley logo
- Cap/Hat – navy with Berkley in white print
- Socks – plain navy or black either ankle or mid-calf length
- Beanie – navy with Berkley in white print
- Scarf – navy with Berkley in white print

For guidance regarding accommodating religious beliefs and the school uniform, please speak to the enrolments administrator via the school office.

Not available from the Uniform Shop:

- Shoes - plain black, (no boots, no high heels)
- Sandals - Roman sandal, plain black
- Pantihose/tights (with feet) flesh coloured, black or navy
- Hair accessories - clips, ties, ribbons, headbands to be plain and in school colours (white, black or navy)

Hair colour:

- Hair colour is to be natural, not dyed or coloured.

Jewellery:

Students may wear:

- One pair of small studs in the ears
- One wrist watch
- One plain chain or bone carving of spiritual or cultural significance
- Nail polish and makeup are not permitted



TAKE UP THE CHALLENGE



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1971

BERKLEY

Normal Middle School

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berkley.school.nz

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New Zealand

