



# MOUNT ALBERT GRAMMAR SCHOOL



# Starting at MAGS 2024

**Student Information Booklet**

# WELCOME

## to Mount Albert Grammar School

**Mount Albert Grammar School has successfully served its community since 1922. The school has consistently achieved excellence in academic, sporting and cultural areas. The school offers a high quality of educational opportunity amidst the strong traditions of one of the oldest schools in Auckland.**

Our commitment to quality educational opportunities was recognised in 2000 by the inclusion of girls at what had previously been a boys-only school. This was a first for New Zealand and was intended to provide Mount Albert Grammar School with the flexibility of the best single-sex and co-educational education. The girls' school has grown exponentially with successive Year 9 intakes.

The school has a staff of well-qualified and dedicated professionals who work in excellent facilities. Academic acceleration and extension is offered for the top academics in the school, and Dance and Drama Academies offer extension in the Arts. Successful sports Academies operate in Aquatics, Basketball, Cricket, Football, Hockey, Netball, Rowing and Rugby to provide specialist coaching for our premier sportsmen and sportswomen. School House and Centennial House, the school boarding facilities, house 110 boys and 25 girls respectively, and the ASB MAGS Farm provides a remarkable resource for the study of agricultural science in a central city school.

The school motto is:

**“Per Angusta, Ad Augusta”**  
**Through Hardship, To Glory**

This is the school hymn:

Dusk on the walls, and the twilight lingering,  
Darken, yet lighten, our half-dimmed gaze;  
While on the panels still bright with his fingering  
God writes this legend in golden rays;

“Through hardship to glory”, Mt Albert, create us  
Such that our honour may live ever more:  
And these be our thoughts, when in years that await us  
We should look back to the motto of yore.

Grant with the days, then, Mt Albert, a reverence  
Springing from duty but vital with love,  
That, in the ending, there be not a severance  
Torn in the pattern thine own hands wove.

It was written in 1928 by J.A.W.Bennett, a past student of MAGS, and is sung at assemblies.

### The MAGS Way

Mount Albert Grammar School promotes the following five MAGS PRIDE values that reflect the culture of our school:

Personal Excellence  
Resilience  
Integrity  
Diversity  
Empathy

These form the guiding principles we call The MAGS Way that encompass all individuals in the school community and guide all staff and students. This is based on respect for the individual and recognises that everyone has both rights and responsibilities as part of The MAGS Way.

### Expectations of Students

Good student behaviour should enable a positive teaching and learning environment to be maintained in the classroom.

Students should:

- Be thoughtful, co-operative and tolerant.
- Respect others' right to learn without interruption.
- Be well-mannered, considerate and friendly to each other, to staff and to visitors.
- Be punctual, attend classes and complete classwork/homework to the best of their ability.
- Be proud of their school and keep it clean, safe and attractive.
- Wear correct uniform properly and behave well at all times.
- Remember self-discipline, common sense and respect for others.

### The following types of behaviour are forbidden among Mount Albert Grammar School students:

- Rude or abusive language.
- Bullying, whether verbal or physical, including by cyber or txt.
- Damaging or stealing property.
- Possessing or using tobacco, vaping equipment, alcohol or drugs.
- Defiance or disruptive behaviour.
- Inappropriate use of social media, violence or threatening behaviour.
- Cheating, dishonesty, or otherwise misleading the school
- Otherwise behaving in any way that brings the school into disrepute.

### School Rules

The School Rules have been established in partnership with the community over a long period of time. They reflect the school community's expectation of acceptable standards of behaviour, dress and personal presentation in the widest sense.

Students are expected to abide by the School Rules at school when in school uniform or when engaged in activities that are associated with the school. At these times a student is deemed to be under the jurisdiction of the school for the purpose of these rules.

The following list of rules is not exhaustive. The full school rules can be read here: <https://www.mags.school.nz/wp-content/uploads/2023/02/School-Rules.pdf>

1. Students are subject to school discipline from the time they leave home until they return home and are expected to meet a high standard of behaviour both inside and outside the school grounds.
2. The school uniform is to be worn, tidily and correctly, both at school and between home and school at all times. This includes the journey to and from school each day. Hair must be clean and tidy, with long hair, both for boys and girls, tied back for health and safety reasons. Excesses of current fashions are not acceptable. Boys are to be clean-shaven. No jewellery, except a wristwatch, is permitted for boys. Girls may also wear a small, plain gold or silver stud earring in the lobe of the ear. Non-regulation items, including jewellery, may be confiscated. Tattoos, cultural or otherwise, must not be visible.
3. The following items are not to be brought on to the school grounds:
  - Alcohol
  - Drugs
  - Any device/paraphernalia associated with the use of drugs
  - Synthetic cannabis
  - Chemicals
  - Cigarettes or tobacco
  - Vaping devices/vaping liquids
  - Glass Bottles
  - Knives or any other weapons
  - Lasers
  - Chewing gum
  - Lighters/Matches
  - Explosive or dangerous materials
  - Marker pens
  - Skateboards
  - Expensive bicycles or bicycle accessories or other costly equipment

4. **Electronic Devices:** Electronic devices are a part of classroom activities, but the use of these is at the discretion of all teachers and must be appropriate to purpose. Students must follow the MAGS ICT Code of Conduct Agreement when using devices at school. Please also see the BYOD guidelines for further clarification.  
It is also expected that devices are brought to school fully charged and ready for use.

**Cellphones:** If a student brings a phone to school, it is to be kept turned off and in their bag from their arrival at 8.40am to leaving at 3.10pm. Phones are not to be out during classes, nor in the grounds at break times. On occasion there may be some specific instances where permission may be given by teachers for phones to be used as a tool for learning, but at all other times phones are to be 'invisible, inaudible, in bags'.

**NB:** The inappropriate use of any electronic device for the following is also prohibited and may result in serious disciplinary consequences:

- the unauthorised taking of any still or moving images.
- the unauthorised sharing or posting (electronic or otherwise) of any audio recordings and/or still or moving images.

**Earphones:** Any earphones - cabled/Bluetooth etc - are not permitted to be worn, seen on, or used by students during school hours. These cannot be used in class unless specifically given permission by a teacher for a learning activity.

5. The use of any food delivery services, eg Uber Eats, to the school grounds to students, is prohibited because this poses potential safety risks.
6. Students are required to attend all classes and remain in the school grounds during the school day.
7. All requests for extended leave from school must be addressed in writing to Deputy Principal Corey Todd. Emailed requests should be sent to [ctodd@mags.school.nz](mailto:ctodd@mags.school.nz)
8. Students are required to be punctual at school and be on site by 8.40am on Monday, Tuesday, Wednesday and Friday, and by 9.10am on Thursday.

9. In cases of absence:
- Parents must notify the school via the school app, by telephone (09 846 2044 ext 8109) or by email - [attendance@mags.school.nz](mailto:attendance@mags.school.nz) - on the morning of the absence.
  - Students are to bring a note confirming the reason for their absence on the day they return to school.
  - The absence note must be given to their Mentor Teacher.
10. Students who are late to school must obtain a late pass from the Student Centre in order to be admitted to class.
11. All articles of clothing, shoes, books, bags and other personal property must be clearly marked with the owner's name. No responsibility can be accepted for unmarked property. Students who lose (or find) items of personal property should, in the first instance, report to the Student Centre.
12. Bicycles are to be stored in the bike racks either between the grandstand and the pool, or the bottom of N Block. They should be securely locked to the racks. Basic Traffic Department Road Safety Rules must be obeyed on the way to and from school. Bicycles may not be ridden in school grounds. **It is compulsory for all students riding bicycles to wear a helmet.**
13. Students wishing to bring motor vehicles or motorcycles to school must register their licence and vehicle details with the Associate Principal. Vehicles are not to be used during the school day without the prior permission of one of the Deputy Principals. **Student cars must not be parked in the school grounds.**  
Students are not permitted to travel in a vehicle that is being driven by the holder of a restricted or learner licence.
14. **Uniform Passes:** As a general rule, no non-uniform items are permitted. Students may not wear non-uniform items unless at an official school-wide non-uniform day.
- Students wearing items of incorrect uniform (medical reasons notwithstanding) may be sent home to rectify this before being allowed to return to school, and parents will be notified.
  - In exceptional cases, each of which is treated on its merits, students may be given a uniform pass by their Dean or Deputy Principal. On their arrival at school the student is to request such a pass and carry the pass with them.
  - On rare occasions, a student may be in a position where they may need to permanently wear a non-uniform item e.g. different shoes for medical reasons. If a student has an incorrect item of uniform they must carry a uniform pass.
  - Students are expected to wear their uniforms correctly at all times, and should expect consequences if they choose not to do so.

## School Uniform

Mount Albert Grammar School is a school with a long history and tradition. A part of that history and tradition is that MAGS is a uniform school. There is an expectation that all students will wear their uniform with pride. This means wearing the uniform correctly at all times and taking personal presentation seriously. The school requires that the correct uniform is worn in the correct manner when students are at school and travelling to and from school.

All items of uniform must be purchased from the school uniform shop - details of which are available on the school website at: [www.mags.school.nz/the-school/uniform/](http://www.mags.school.nz/the-school/uniform/)

## Girls' uniform

All items apart from footwear are supplied by the school uniform shop.

### Blouse

White, short sleeved with embroidered lion emblem. T-shirts are not to be worn under the blouse. There is also a white long sleeved blouse with embroidered lion emblem.



### Skirt

Navy school skirt worn just above the knee.

See trouser and shorts options below



### Jersey/Cardigan

Navy school jersey with sky blue lion emblem OR the navy school cardigan with sky blue lion emblem may be worn instead of the school jersey (having at least one of these items is compulsory).



### Jacket

Navy school jacket with sky blue lion emblem. This is the only jacket to be worn when in school uniform. Jackets are not to be worn inside.



### Sandals

Must be worn in Term 1 and Term 4. Sandals are optional in Term 2 and Term 3. Black or brown leather Roman, Birkenstock 'Milano', Hush Puppies 'Nigella' or McKinlays 'Safari' sandals. Sandals are NOT to be worn with trousers.

### Shoes

May be worn in Term 2 and Term 3. Plain black leather lace-up shoes, with a defined low heel. These are to be worn with stockings or MAGS white ankle socks with twin navy stripes. Patent leather, suede, sports, ballet-style shoes and boots **are not allowed**. No buckles, bows, chains or other decoration are permitted.

**Year 13 students only** are permitted to wear plain black leather lace-up or loafer style low-heeled shoes. No buckles, bows, chains or other decoration are permitted. Parents are advised to view the school website Uniform page prior to purchase.

### Socks

MAGS white ankle socks, with twin navy stripes, as supplied by the uniform shop. Girls may wear black socks with trousers.



### PE Uniform

Navy short-sleeved T-shirt with sky blue lion emblem and navy shorts. These are compulsory items for Years 9 and 10.



### Optional or alternative uniform items

- Stockings Natural coloured or black non-patterned pantihose (not knee-highs).
- Trousers School trousers as supplied by uniform shop.
- Hats School cap and wide-brimmed hat - navy with school emblem.
- Scarf School scarf, worn only in Term 2 and Term 3.
- Hair Hair must be clean and tidy, with long hair tied back for health and safety reasons. All hair ties, hair-clips and ribbons must be plain black, brown, white or navy in colour. No other hair accessories are allowed.
- Shorts Navy serge school shorts.

### Year 13 only

Blue short-sleeved blouse with embroidered lion emblem. Navy skirt. **Note: Girls in Year 12 who outgrow their plaid pleated skirt are able to purchase the Year 13 skirt.**

Year 13 students only are permitted to wear plain black leather lace-up or loafer style low-heeled shoes. No buckles, bows, chains or other decoration, are permitted. Parents are advised to view the school website Uniform page prior to purchase.

**All other regulations listed above apply.**

## Boys' uniform

All items apart from footwear are supplied by the uniform shop.

### Shirt

Grey school polo shirt with embroidered sky blue emblem. The shirt is to be worn tucked in. T-shirts are not to be worn under the polo shirt.



### Shorts

Navy serge school shorts.



### Belt

Plain black leather belt with a small plain buckle.



### Jersey

Navy school jersey with sky blue lion emblem (compulsory).



### Jacket

Navy school jacket with sky blue lion emblem. This is the only jacket to be worn with school uniform. Jackets are not to be worn inside.



### Sandals

Are **STRONGLY RECOMMENDED** to be worn in Term 1 and Term 4. Sandals are optional in Term 2 and Term 3. Black or brown leather Roman, Birkenstock 'Milano' or McKinlays 'Safari' sandals. No socks are to be worn with sandals. Sandals are not to be worn with long trousers.

### Shoes

May be worn in Term 2 and Term 3. Plain black leather lace-up, with a defined low heel. Parents are advised to view the school website Uniform page prior to purchase.

### Socks

Black knee-length socks, as supplied by the uniform shop. Socks are to be worn with garters and pulled up to just below the knee.

### Garters

As supplied by the uniform shop.

### PE Uniform

Navy short-sleeved T-shirt with sky blue lion emblem and navy shorts. These are compulsory items for Years 9 and 10.



### Optional or alternative uniform items

Trousers Black school trousers with school logo, as supplied by the uniform shop. Sandals are not to be worn with trousers.

Hats School cap and wide-brimmed hat - navy with school emblem.

Scarf School scarf, worn only in Term 2 and Term 3.

### Other uniform regulations applicable to boys and girls

- No other clothing may be worn over the uniform.
- Beanies may not be worn.
- It is expected that all items of clothing will be clearly named, with the students name and form class.
- No make-up, false eyelashes/nails or coloured nail polish
- Boys must be clean shaven.
- The only jewellery allowed is a watch. Girls only may wear one pair of small plain gold or silver ears studs in the lobe of the ears. The school will take no responsibility for lost jewellery. All non-regulation jewellery worn with the school uniform will be confiscated.

- Hair must be clean and tidy, with long hair, both for boys and girls, tied back for health and safety reasons. Excesses of current fashions are not acceptable.
- Tattoos, cultural or otherwise, are not to be visible.
- No adjustments are to be made to the shape of the uniform items.

## School bags

- Every student must have their own bag.
- The bag must be suitable for the purpose of carrying school books and equipment – it must be of sufficient size, be sturdy, weatherproof and comfortable to carry. Bags must be free of graffiti and slogans.

## Sport uniforms

Students in a Sports Academy need to order and pay for their Academy Uniform from the Uniform Shop before Term 1 begins, once your child's selection has been confirmed.

Sports Teams will be announced during school terms and team uniforms can be purchased at that time.

## Uniform supply information

All items of uniform, except footwear, are available from the MAGS uniform shop, The Lions' Den, which is located on site near the pool car park, ph 09 846 0439, email lionsdenuniforms@gmail.com

The uniform is also available online via [www.scoresportswear.co.nz](http://www.scoresportswear.co.nz)

Payment can be made by cash/EFTPOS/credit card – Mastercard or Visa only. No cheques.



<b>Normal hours:</b>	Monday	8am-11.30am
	Wednesday	8am-9am
	Friday	8am-9am

Check the school website for periodic variations to these hours at: [www.mags.school.nz/the-school/uniform/](http://www.mags.school.nz/the-school/uniform/)

NB: Footwear is not sold at the Uniform Shop.



**The Uniform Shop closed on December 14, 2023 and will re-open on Monday, January 8, 2024. Opening hours are as follows:**

### January 8-26

Monday	9am-1pm
Tuesday	9am-1pm
Wednesday	3pm-6pm
Thursday	9am-1pm
Friday	9am-1pm

### Auckland Anniversary Day

Monday, January 29	9am-noon
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### Jan 30- Feb 2

Tuesday	9am-noon
Wednesday	8am-11.30am
(Year 9s' first day)	
Thursday	8am-11.30am
(Full school in)	
Friday	8am-11.30am

Please do not leave the purchase of your uniform until the final few days of the school holidays or the first day of school, when queues may be long and stock may be depleted.

## Uniform Prices

Uniform prices can be found on the MAGS website at: [www.mags.school.nz/the-school/uniform/](http://www.mags.school.nz/the-school/uniform/)

## Health Centre

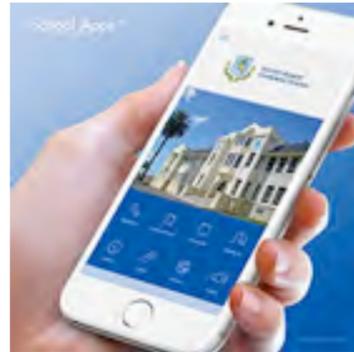
If a student is unwell they must go to the Health Centre to be assessed by our Nurses. Next steps may include home contact to arrange for parents to collect their child. This process is critical for our school to record accurate information about any support mechanisms a student may require and for the tracking of any serious illnesses.

## Exeats (permission to leave school within the school day)

Students are required to stay within the school grounds between 8.45am and 3.10pm on Monday, Tuesday, Wednesday and Friday, and between 9.15am and 3.10pm on Thursday. Students are not to leave the school grounds without permission, and an exeat pass.

If your child needs to leave school during the day, please contact the school via ONE of these options:

1. Use of the School App to send through the reason for leaving school (as you would for an all-day absence)
2. A note that explains the reason for leaving school – to be presented to the Student Centre staff.
3. An email that explains the reason for leaving school. Please send to [attendance@mags.school.nz](mailto:attendance@mags.school.nz) and cc the relevant Dean and Mentor teacher.



Any student leaving school, during the school day, must go to the Student Centre before leaving school for two reasons:

1. The student will be issued with a printed exeat pass that can be presented to staff who may see the student leaving school.
2. It is critical that the school has an accurate record of students on site should an emergency occur that requires us to look for students.

NOTE: If returning to the school a student must, on their return, sign in at the Student Centre.



## Stationery requirements

All student stationery requirements can be obtained from OfficeMax school supplies. Accessing this store via the website [www.myschool.co.nz/mags](http://www.myschool.co.nz/mags) will give you information regarding the stationery requirements for students at the various levels, and will itemise individual subject requirements. You can also Freephone 0800 724 440.

The stationery requirements for each year level and subject are also listed on this site, and these can be printed, allowing you to go elsewhere should you choose.

### Year 9 subjects are as follows:

- English
- Maths
- Science
- Social Studies
- PE (no stationery required)
- Art
- Technology
- Music
- Health (no stationery required as workbooks are provided)
- Whichever Languages your child selected, the stationery requirements are the same.

Arrival at the beginning of the school year with all the required stationery items will allow your Year 9 child to settle quickly into their work. **At the very least they should arrive at school with pens, pencils and paper for the first few days.**

Your child **should not** bring their device until advised when to do so. They will be asked to start bringing their device on the day they are scheduled for a special device orientation lesson. The schedule for these lessons will be notified to students.

**Note: Buying a Device for Learning – Special deals for MAGS families are detailed in the BYOD section on the school website: [www.mags.school.nz/the-school/byod/](http://www.mags.school.nz/the-school/byod/)**

# Key Dates 2024

## Beginning of Year Organisation - Term 1

Weds 24 Jan	Year 9 catch-up testing
Thurs 25 Jan	Senior Course Confirmation, 10.30am-noon
Weds 31 Jan	First day for Year 9 – Orientation & Peer Support. Report to the Albertian Quad at 8.30am.
Thurs 1 Feb	Full school in Year 9 to Mentor Class Year 10 to Lower Gym for Mentor Class allocation Year 11 to Upper Gym – Mentor Class allocation Year 12 to the Hall – Mentor Class allocation Year 13 look on lists for Mentor Class allocation All students on timetable as soon as possible on this day
Mon 5 Feb	School Closed
Tues 6 Feb	Waitangi Day holiday – school closed
Fri 29 Mar	Good Friday holiday
Mon 1 Apr	Easter Monday holiday
Tue 2 Apr	School Closed
Thurs 11 Apr	Last day of classes for Term 1
Friday 12 Apr	Staff Only Administration Day End of Term 1

## Term Dates

### Term 2

Monday 29 April – Friday 5 July

### Term 3

Monday 22 July – Friday 27 September

### Term 4

Monday 14 October – Friday 6 December

## 2024 Public Holidays

Auckland Anniversary:	Monday 29 January
Waitangi Day:	Tuesday 6 February
Good Friday:	Friday 29 March
Easter Monday:	Monday 1 April
Anzac Day:	Thursday 25 April
King's Birthday:	Monday 3 June
Matariki:	Friday 28 June
Labour Day:	Monday 28 October

For more detailed information, go to the School Calendar on the MAGS website at: [www.mags.school.nz/events/](http://www.mags.school.nz/events/)

# Your child's first day at MAGS

## What day do I start at Mount Albert Grammar School?

### JUNIORS

Students new to MAGS

### New enrolments' catch-up testing – Wednesday, 24 January

Students new to Mount Albert Grammar at Year 9, Year 10 & Year 11 sit academic testing to assist with class placement. This is to ensure that, as a school, we can identify academic abilities.

These tests were sat in November 2023 and most Year 9 students have sat these already.

If, for any reason, your child has not sat these tests, they are able to do so on **Wednesday, 24 January**.

Please have your child be at the school by 8.45am and report to the Student Centre and you will be directed from there. The tests will start at 9am and take approximately three hours, allowing for a short break. Please arrange to collect your child from about 12.15pm.

NB: It is recommended that your child sits the testing prior to the first day so they can participate fully in the peer support programme.

### SENIORS

## Course Confirmation Day

All 2024 Year 11, Year 12 and Year 13 students must ensure they have read the email sent to them that outlined the course confirmation / senior re-enrolment requirements for 2024. Course Confirmation Day will take place on:

**Thursday, 25 January**                      **10.30am-noon**

Year 12 & 13 Students will have received their 2023 NCEA results by these dates and need to ensure they do what is required of them. Instructions will come from the school, including about how their NCEA results may affect changes in student subject selection. Again, it is important to read any emails received from the school regarding course confirmation for 2024 and follow the instructions provided as they are relevant to the individual student.

## Completed Testing or Senior Course Confirmation?

It's time to start school

### JUNIORS

**Year 9: Wednesday 31 January** – All Year 9 students need to arrive by 8.30am and be assembled in the Albertian Quadrangle.

**Year 10: Thursday 1 February** – All Year 10 need to be at school by 8.40am and assemble outside the Lower Gym.

### SENIORS

**Years 11, 12 and 13: Thursday 1 February** – All Senior students to arrive by 8.40am.

## Where do I go on Feb. 1?

Year 9 to Mentor Class

Year 10 to Lower Gym

Year 11 to Upper Gym

Year 12 to the Hall

**Year 13 Mentor Class lists** will be posted on noticeboards. Students should find their name then go to their designated Mentor Room.

## What should I wear?

MAGS correct school uniform.

## What should I bring?

Paper, pens, lunch and a drink. School cap/sunhat and sun block recommended.

## What time will I finish school on my first day?

Years 9-13                      3.10pm

## What will happen during the first day?

**YEAR 9 students** – You will be put into a Mentor Class. You and the rest of your class will begin an orientation programme to help you understand life at Mount Albert Grammar School. Your Year 13 Peer Support Leaders will help you get to know some of your classmates on the first day. You will be told when to start bringing your device. Remember, you do not bring your device on the first day.

During the day you will:

- Get to know the routines of the school.
- Get to know other students in your Mentor Class.
- Meet your some of your teachers.
- Begin to settle into the routines of secondary school life.
- Have an ID photo taken.

## What happens during orientation?

Students will:

- Be introduced to life at Mount Albert Grammar School
- Learn about the school procedures
- Get to know their way around the school
- Find out where to go if they require assistance
- Have time to ask any questions that may arise
- Receive their timetable
- Set goals for the year
- Meet with Senior Peer Support Leaders

**YEAR 10**- You will be put into a Mentor Class, options will be checked, timetables issued and general administration issues dealt with. Timetabled classes will start as soon as possible so you will need to make sure you bring suitable stationery, i.e.pens and paper.

**YEAR 11, 12, 13**- You will be allocated Mentor Classes, options will be confirmed, timetables issued and general administration issues dealt with.

Timetabled classes will start as soon as possible so you will need to bring suitable stationery, i.e. pens and paper.

## School hours

School starts promptly at 8:45am on Monday, Tuesday, Wednesday and Friday, and at 9.15am on Thursday to enable staff to attend professional development courses. A warning bell rings at 8.40am and 9.10am respectively. School finishes at 3.10pm each day for all students.

We would encourage students, parents and caregivers to make appointments outside these hours where possible.

Monday	Tuesday	Wednesday	Thursday	Friday
8.45am: Period 1	8.45am: Period 1	8.45am: Period 1	9.15am: Period 1	8.45am: Period 1
3.10pm: Students dismissed on bell				

### **NOTE: MAIN GATE CLOSURES ANTICIPATED IN 2024:**

The main gate can be closed to any traffic, with the exception of MAGS staff and pool patrons:

#### Monday to Friday

**8.00am-9.00am**  
**2.45pm-3.30pm**

This is in the interests of the road safety of our students leaving the school grounds.



## School procedures

### Absence

- Parents must notify the school via the app, using the **student's ID number**, or by phone (09 846 2044 x 8142) or by email to [attendance@mags.school.nz](mailto:attendance@mags.school.nz) on the morning of the absence.
- Students are to bring a note confirming the reason for their absence on the day they return to school.
- The absence note must be given to their Mentor Teacher.

### Leave - Personal

Request for non-school related leave during the school year must be addressed to Deputy Principal Corey Todd at least two weeks before the start of proposed leave. Please give the dates of proposed absence from school and the purpose of the leave. If in writing, please address the letter to:

Mr Corey Todd  
Mount Albert Grammar School  
Alberton Avenue  
Mt Albert  
Auckland 1025

If emailing, please send to: [ctodd@mags.school.nz](mailto:ctodd@mags.school.nz)

### Lateness

Punctuality is important. If your child is late to school, ie, arrives after the 8.45am bell on Monday, Tuesday, Wednesday or Friday, or after 9.15am on Thursday, he/she is to report straight to the Student Centre to sign in. A detention is issued automatically for this. In the case of there being a legitimate reason for this lateness, it is then up to the student to see his/her Dean with a signed note providing an explanation for this lateness.  
NOTE: Ongoing lateness issues relating to traffic cannot reasonably be accepted as an ongoing explanation.



PLEASE BE MINDFUL: Attendance is critical to student success. Low attendance levels are directly linked to low achievement levels. Truancy is not the only factor of concern regarding attendance and any absence from school results in class work being missed. Parents are encouraged to be mindful of the impact of regular absences.

### Homework

Homework is an important part of your performance at secondary school. If you wish to succeed, completing homework regularly will help.

#### Junior Students

At Years 9 & 10 the expectation is that you may receive up to 15-20 minutes of homework per subject each night (5 periods per day). If students were for some reason not set homework by a particular subject teacher we would always encourage them to ensure the following happens:

- All work is fully completed for all subjects.
- Revision is carried out.
- Extra reading is undertaken.

#### Senior students

Years 11, 12, 13, may expect approximately 20-30 minutes per subject per night (5 periods per day).

### ID Cards

ID photos will be taken in February and Student ID Cards will be available 2-3 weeks after these photos are taken. Student ID Cards are paid for at, and issued by, the Finance Office.

### Electronic Devices

Any electronic device that is used inappropriately will be confiscated and given to the appropriate Senior Manager. Depending on the circumstances, any item confiscated may not necessarily be returned to the student but instead may require collection by a parent. The school can take no responsibility for these items being lost or stolen.

### The MAGS app

Students and parents can keep up to date with **the MAGS app** – free from the App Store or Google Play. Search for "SchoolAppsNZ", and load the app on to your phone. Then search for 'Mount Albert Grammar School' and add to the app. Instantly access Daily Notices, the Kamar portal and teachers' contact details. Notify the School if your child is absent via phone or email. Check the School Calendar and sync chosen events with your own Calendar. Choose Groups about which you wish to receive Alert Notifications. Links to Sports, Maps, Newsletters and more ...

## Public transport information

Auckland Transport (AT) is responsible for planning, funding and contracting public transport, including bus, ferry and train services. The AT website provides timetable information and promotes alternative ways to getting around.

For public transport information:  
Telephone 09 366 6400 or visit [www.at.govt.nz](http://www.at.govt.nz)

## Co-curricular sport

Sport plays an important role in the culture of Mount Albert Grammar School. We are proud of the successes that have been achieved over the long history of the school. The sporting facilities at Mount Albert Grammar School are among the best anywhere. The school has two full-sized gyms, two fully sand carpeted playing fields, AstroTurf netball/tennis courts, the GL Weir Indoor Sports Centre and the Mount Albert Aquatic Centre.



Last year, many students represented the school in a wide range of sports. We encourage students to make the most of the opportunities offered in our variety of sporting codes, which include athletics, cricket, netball, touch, waterpolo, hockey, tennis, volleyball, basketball, rugby, underwater hockey, football, lacrosse, rowing and many more.

There are two sports musters each year, summer and winter. Students put their names forward to play a particular sport and they are then assigned to the appropriate teams, according to their age and ability level. The Summer Sports Muster is held in the second week of Term 1.

- The Winter Sports Muster is held in the eighth week of Term 1.

Inquiries may be made to the Director of Sport, ph 09 846 2044 Ext 8186 or email: [sports@mags.school.nz](mailto:sports@mags.school.nz)

## Co-curricular Arts



Mount Albert Grammar has a vibrant and rapidly growing extra-curricular Arts programme, with numerous opportunities for students to be part of groups in Visual Arts, Dance, Drama, Debating, Spoken word, and Music, (both instrumental and choirs) as well as numerous cultural groups.

Mount Albert Grammar students have enjoyed many successes and extension opportunities as part of these groups and we encourage Year 9 students to get involved from the outset.

While a few representative groups such as MAGS Hip Hop Megacrew and Choirs will be by audition, the majority are open to all students who would like to be involved.

Year 9 students will have the opportunity to find out more about individual groups and meet some of the leaders in their first couple of weeks at school. Generally, meetings for enrolling or auditioning for extracurricular Arts groups are posted in School Notices over the first few weeks of Term 1.

Further inquiries may be made to the Director of Arts, Jacqui Cesan, Ph 09 846 2044 Ext 8226 or email: [jcesan@mags.school.nz](mailto:jcesan@mags.school.nz)



## Key Contacts

School phone: 09 846 2044  
Website: www.mags.school.nz

## Management

<b>Headmaster</b>	Patrick Drumm	Ext 8150	paheadmaster@mags.school.nz
<b>Associate Principal</b>	Jo Williams	815 4036	jwilliams@mags.school.nz
<b>Deputy Principals</b>	Christine Cato	Ext 8223	ccato@mags.school.nz
	Sarah Hayes	Ext 8172	shayes@mags.school.nz
	Toby Powell	Ext 8224	tpowell@mags.school.nz
	Tanya Rose	Ext 8127	trose@mags.school.nz
	John Stradwick	Ext 8225	jstradwick@mags.school.nz
	Corey Todd	Ext 8170	ctodd@mags.school.nz
	Allie Wright	Ext 8168	alliewright@mags.school.nz
<b>Assistant Principals</b>	Jess Lythe	Ext 8165	jlythe@mags.school.nz
	Milica Zjajic-Moon	Ext 8188	mzjajicmoon@mags.school.nz
<b>Principal's Nominee</b>	Tanya Rose	Ext 8127	trose@mags.school.nz
<b>Director of Finance &amp; Operations</b>	Karen Flattery	815 4032	business@mags.school.nz
<b>Director Arts Co-Curricular</b>	Jacqui Cesan	Ext 8226	jcesan@mags.school.nz
<b>Director of E-Learning/BYOD</b>	Elise Goddard	Ext 8232	egoddard@mags.school.nz
<b>Head of Guidance</b>	Tanya Montgomery	Ext 8181	tmontgomery@mags.school.nz
<b>Director of International</b>	Clare Leon-Brown	Ext 8146	cleonbrown@mags.school.nz
<b>Director of Sport</b>	Adrian Hipa	Ext 8186	adrian.hipa@mags.school.nz
<b>Director of Boarding</b>	Daryl Cartwright	021 350 080	dcartwright@mags.school.nz
<b>Communications &amp; Community Liaison</b>	Graham Hepburn	Ext 8236	info@mags.school.nz

## Deans responsible for pastoral care – from 2023

<b>Year 9 Boys</b>	James Naylor	Ext 8112	james.naylor@mags.school.nz
<b>Year 9 Girls</b>	Raechel Milich	Ext 8113	rmilich@mags.school.nz
<b>Year 10 Boys</b>	Jignesh Keshoor	Ext 8115	jignesh.keshoor@mags.school.nz
<b>Year 10 Girls</b>	Chris D'Souza	Ext 8117	cdsouza@mags.school.nz
<b>Year 11 Boys</b>	Thomas Guy	Ext 8110	thomas.guy@mags.school.nz
<b>Year 11 Girls</b>	Nicole Hook	Ext 8111	nhook@mags.school.nz
<b>Year 12 Boys</b>	Nikolas Coghill	Ext 8116	ncoghill@mags.school.nz
<b>Year 12 Girls</b>	Meng Yang	Ext 8114	myang@mags.school.nz
<b>Year 13 Boys</b>	Shelley Mackinlay-Milne	Ext 8118	smackinlaymilne@mags.school.nz
<b>Year 13 Girls</b>	Claudia Goff	Ext 8119	cgoft@mags.school.nz
<b>Academic Dean</b>	Warwick Gibbs	Ext 8130	wgibbs@mags.school.nz
<b>Pasifika Liaison Officer</b>	Danny Liuliu Afoa	Ext 8125	dafoa@mags.school.nz
<b>Guidance Counsellors</b>	David Padd	Ext 8197	david.padd@mags.school.nz
	Kim Osborne	Ext 8120	kim.osborne@mags.school.nz
	Emma Rawstron	Ext 8137	emma.rawstron@mags.school.nz
<b>Attendance Officer</b>	Fiona Liuliu Afoa	Ext 8109	attendance@mags.school.nz
<b>School Nurses</b>	Claire Brown	Ext 8108	nurse@mags.school.nz
	Ade Brierley		
	Tania Scahill		
<b>Enrolment Officer</b>	Shirley Shirreffs	Ext 8131	enrol@mags.school.nz
<b>Student Centre Reception</b>	Rose Akava-Moodley	Ext 8155	rakava@mags.school.nz

## Heads of Faculty / Department

<b>Commerce</b>	Blair Gilbert	Ext 8138	bgilbert@mags.school.nz
<b>Dance</b>	Samantha French	Ext 8196	sfrench@mags.school.nz
<b>Drama</b>	Carmela Hughes	Ext 8135	chughes@mags.school.nz
<b>English</b>	Lerena Glucina	Ext 8190	lglucina@mags.school.nz
<b>English Language</b>	Kerry Chooi	Ext 8105	kerry.chooi@mags.school.nz
<b>Health and Physical Education</b>	Jess Wilson	Ext 8165	jwilson@mags.school.nz
<b>Learning Support</b>	Nandita Katira	Ext 8100	nandita.katira@mags.school.nz
<b>Languages</b>	Reina Mollgaard	Ext 8130	rmollgaard@mags.school.nz
<b>Mathematics</b>	Daniel Menzies	Ext 8185	dmenzies@mags.school.nz
<b>Music</b>	Neil Watson	Ext 8189	neil.watson@mags.school.nz
<b>Science</b>	Justin Hinds	Ext 8253	justin.hinds@mags.school.nz
<b>Social Sciences</b>	Olivia Markham	Ext 8168	omarkham@mags.school.nz
<b>Te Puna o Wairaka</b>	Waimirangi Paul	Ext 8105	wpaul@mags.school.nz
<b>Technology</b>	Shaun Bailey Bryn	Ext 8164	sbailey@mags.school.nz
<b>Visual Art</b>	Corkery	Ext 8194	bcorkery@mags.school.nz

Heads of Faculty (HOF) or Departments (HOD) will be able to give you advice about what is involved in a course of study and on how best to achieve in a subject. Senior students must get HOF / HOD permission to enter a course.

## Who should I contact regarding the following areas?

### Curriculum

- For a curriculum or subject concern, first contact your subject teacher or the relevant Head of Faculty/ Department

### Pastoral

- For a concern that relates to pastoral or behavioural issues, first contact your child's Mentor Teacher, Dean or a Guidance Counsellor.

### Attendance

- For attendance concerns, including absences and lateness, please contact Attendance Officer Fiona Liuliu Afoa and, if necessary, leave a message: 09 846 2044 x 8109 or email attendance@mags.school.nz

### Bring Your Own Device (BYOD)

- For all queries re BYOD, please contact Mrs Elise Goddard, the Director of E-Learning, egoddard@mags.school.nz
- For full information on BYOD, please see the BYOD section of the school website: www.mags.school.nz/the-school/byod/

### How do I make contact?

- To contact a form teacher or a subject teacher, phone 09 846 2044 and leave a message with the receptionist, or contact your child's Dean via their extension. **However, the most direct line of contact is via email.** All teachers have an email address: the teacher's first name, followed by their surname and @mags.school.nz e.g. Corey Todd becomes corey.todd@mags.school.nz
- Teachers will make every effort to return voice mail messages as soon as possible between classes. Urgent messages can be delivered through the receptionist.

### Student contact information

- It is critical that school records regarding contact details and address etc are up to date.** In an emergency the school must be able to contact a parent or caregiver as soon as possible.
- Should you have any change of address, landline or mobile phone number, please contact the Enrolment Officer Shirley Shirreffs, Ext 8131 or email enrol@mags.school.nz