



WHANGAPARĀOA COLLEGE

Together Believe Achieve Ngātahi Whakapono Tutuki

Pre-Departure Guide for International Students



2024



**WHIRIA TE TĀNGATA
WEAVE THE PEOPLE TOGETHER**

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Kia Ora and thank you for choosing Whangapāraoa College as your place of study. We look forward to welcoming you to our School.

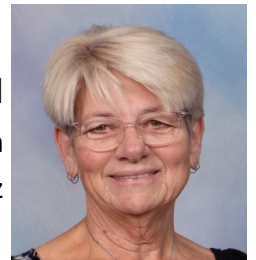
We want to make your experience at Whangaparāoa College as enjoyable and memorable as possible. Moving away from home to another country can be a challenging experience. Adjusting to a new culture, a new way of living and learning in a new education system can seem very overwhelming when you first arrive. The Handbook will help guide you through some of those challenges.

Remember we are always here to help you and there is no question that is not a good question. So if you would like to ask any questions, please send an email to international@wgpcollege.school.nz.

THE INTERNATIONAL TEAM



Wiri Warriner
Director of International Students
Email: Wiriwa@wgpcollege.school.nz



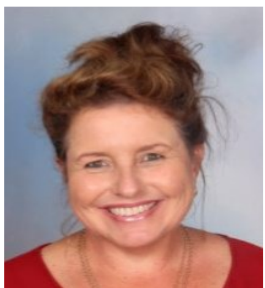
Debbie Culliford
International Dean
Email: Debbiecu@wgpcollege.school.nz



Maria Faulkner
International Admin Manager
Email: Mariafa@wgpcollege.school.nz



Silvie Watts
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Email: Silviewa@wgpcollege.school.nz



Sue McKay
Accommodation Manager
Email: Homestay@wgpcollege.school.nz



Megan Janus
International Activities Co-ordinator
Email: Meganja@wgpcollege.school.nz

BEFORE YOU LEAVE CHECKLIST

- ☐ Have you emailed your flights details to International@wgpcollege.school.nz to ensure we have arranged your airport pickup.
- ☐ Bring your passport, insurance and current visa to study in NZ.
- ☐ Travel/medical insurance certificate (if you have not taken out insurance through us).
- ☐ You will need to bring a laptop to use in class each day. [Here is a link to our minimum specifications and device guide.](#)
- ☐ If you bring electrical items, you will need to have the appropriate adaptor plug and voltage converter. The New Zealand power system is 240 volts, 50 hertz. You can buy an adaptor at Auckland airport when you arrive if you can't find it in your own country.
- ☐ Small amount of NZ cash.
- ☐ Medication: If you take prescribed medication you may need a prescription or letter from your doctor (in English) to prove that the drugs have been prescribed for you.
- ☐ Think about which subjects you would like to study. Please note that we cannot guarantee subject choices. Some classes are subject to availability.
 ** Some subjects such as Outdoor Education and Physical Education go on camps or field trips. Students doing these subjects must attend these activities as they are part of the course program.
- ☐ You can pre-purchase your Uniform. Further information about Uniform follows but you can [purchase from here](#) and have it delivered to your Homestay family or the College.

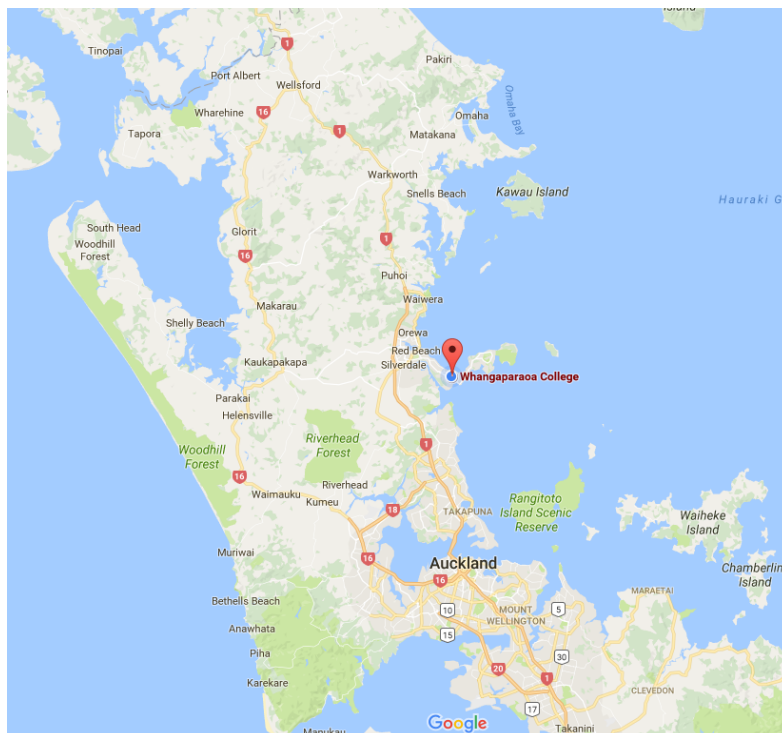
APPROXIMATE AGE FOR EACH YEAR LEVEL

Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13
11 years	12 years	13 years	14 years	15 years	16 years	17 years

WHANGAPARĀOA AREA

Before you leave home, why not have a look at some of the information below to find out some more information about what activities you can do when you are here and more about the local area.

We are located 40 minutes from Auckland on the [Whangaparāoa Peninsula - click on this link for more information about our local area.](#) The name Whangaparāoa is the Māori translation for Bay of Whales, as dolphins and orca whales can often be seen in the waters around the peninsula.



There are 8 beaches close by. Next to the school is a Leisure Centre which has a pool, gym and basketball courts. There is a tenpin bowling alley, shopping plaza and a multi-complex cinema on our doorstep. We are very close to Shakespear Regional Park and an in-door ski slope ([Snow Planet](#)). There really is so much to do.

TRAVELLING IN NZ

Many students take the opportunity to see other parts of New Zealand while they are here. Kiwiana Tours & NZET offers tours of the North and South Islands especially for International students. **Any travel within NZ must be approved by the school.**



<https://www.kiwianatours.com/>

<https://www.nzet.com/>



WHAT CLOTHES TO PACK

If you are only here for a short time (less than a term), you can either wear your own school uniform or you can hire uniform from us . If you are enrolling for more than one term you can purchase [uniform](#) prior to your arrival or when you arrive.

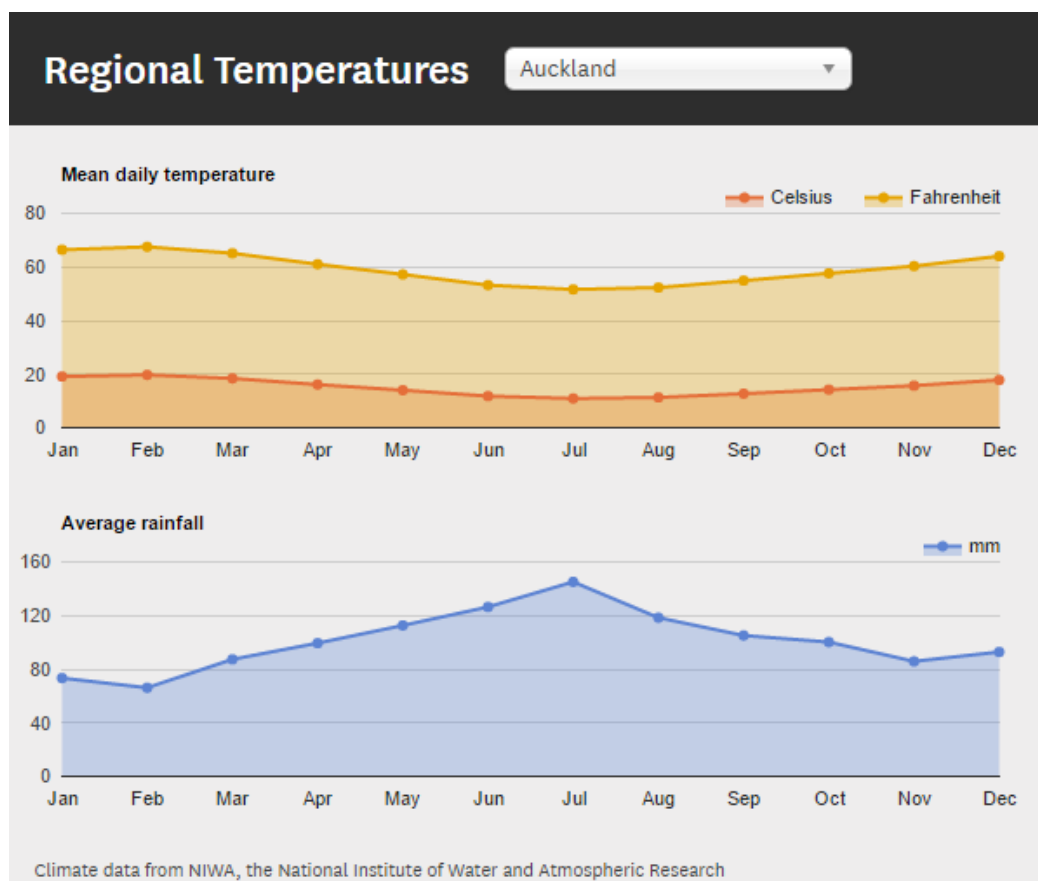
If you are a senior (year 12 or 13), you will be able to attend the school ball which is held each year late in Term 2 or early in Term 3. You will need to bring something formal to wear if you would like to attend.

For outside of school clothes, make sure you have lots of comfortable clothes and shoes to wear to walk and do outdoor activities. A rain jacket is a good idea.

If you are coming in the warmer months Whangaparāoa College is surrounded by beaches so swim/beach wear will be needed.

New Zealand can have high levels of ultraviolet (UV) rays. During September – April, you will need to protect yourself with sunscreen, hats and sunglasses to prevent sun damage.

- * September–November is our **Spring** and the average daytime temperature is 12 –19°
- * December - February is our **Summer** and the temperature ranges from 20 – 25°
- * March - April is our **Autumn** and the temperature ranges from 12 – 21°
- * June - August is our **Winter** and the temperature ranges from 5 – 16°



ARRIVAL IN NEW ZEALAND

When you arrive at Auckland airport you must have completed a Passenger Arrival Card (on the aeroplane) and have it ready for passport control.

You must declare all food even if it is packaged. You are not allowed to bring fresh food into NZ.



You will go through

- Passport control
- Baggage claim
- Customs and Biosecurity

NEW ZEALAND PASSENGER ARRIVAL CARD

Information collected on this form and during the arrival process is sought to administer Customs, Immigration, Biosecurity, Border Security, Health, Wildlife, Police, Fire Enforcement, Justice, Benefits, Social Service, Electoral, Inland Revenue, and Customs laws. The information is subject to legislation and will be disclosed to agencies administering and entitled to receive it under New Zealand law. This includes for purposes of data matching between these agencies. Once collected, information may be used for statistical purposes by Statistics New Zealand.

• This Arrival Card is a legal document – false declarations can lead to penalties including confiscation of goods, fines, prosecution, imprisonment, and deportation from New Zealand.
 • A separate Arrival Card must be completed for each passenger, including children.
 • Please answer in English and fill in BOTH sides.
 • Print in capital letters like this: **NEW ZEALAND** or mark answers like this: ☒

1 Flight number/Name of ship _____ Aircraft seat number _____

Overseas port where you boarded THIS aircraft/ship _____

Passport number _____

Nationality as shown on passport _____

Family name _____

Given or first names _____

Date of birth: day _____ month _____ year _____

Country of birth _____

Occupation or job _____

Full contact or residential address in New Zealand _____

Email _____

Mobile/phone number _____

2a Answer this section if you live in New Zealand. Otherwise go to 2b.

How long have you been away from New Zealand? _____ years _____ months _____ days

Which country did you spend most time in while overseas? _____

What was the MAIN reason for your trip? ☐ business ☐ education ☐ other _____

Which country will you mostly live in for the next 12 months? ☐ New Zealand ☐ other _____

2b Answer this section if you DO NOT live in New Zealand.

How long do you intend to stay in New Zealand? ☐ Permanently ☐ or _____ years _____ months _____ days

If you are not staying permanently what is your MAIN reason for coming to New Zealand?
☐ visiting friends/relatives ☐ business ☐ holiday/vacation
☐ conference/convention ☐ education ☐ other _____

In which country did you last live for 12 months or more? _____

State, province or prefecture _____ Zip or postal code _____

Please save one for more questions and to sign

3 List the countries you have been in during the past 30 days: _____

4 Do you know the contents of your baggage? Yes ☐ No ☐

5 WARNING: false declaration can incur \$400 INSTANT FINE

When you exit the Customs area, **please go left**, towards the One NZ shop.



You will be picked up by a driver from **Hibiscus Shuttles**. The driver will be waiting for you with a sign that has the Whangaparāoa College logo. The driver will take you to your homestay.

Hibiscus Shuttles
Phone 021 644509

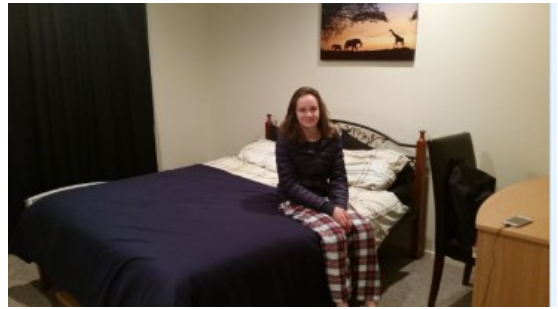


If you get lost, or cannot find the driver please ring the International Students 24 Hour Emergency phone on 021 211 2970



HOMESTAY GUIDE

You will have your own room with a bed with sheets and a blanket, wardrobe or storage for your clothes and a place to study. Your room is your own space and you are entitled to privacy. Your host family should knock before entering your room. You are responsible for keeping your own room clean and tidy. Your host parents will discuss procedures for vacuuming and changing bed linen and where to put dirty laundry.



Your homestay family will do your laundry, but they will not come and collect it from your room. Don't hang wet clothes in your room.

Do not have a shower longer than 5 minutes as some homes use water from rain collected into a water tank.

If possible, dry your hair in your room and not the bathroom.

If you dye your hair, discuss it with your homestay parent before you do this. They may request you do this in the garage as you will be responsible for any spills on floor coverings or towels.

You will have 3 meals per day (breakfast (around 7am to 8am), lunch (around 12 noon to 2pm) and a cooked evening meal (around 6pm to 8pm). Food in New Zealand may be different to what you are used to, always try it first.

If your host family say "Help yourself" that means "Take the food you want, don't wait, do it yourself". This might feel rude to you but it is quite normal in NZ for students to make their own sandwiches/snacks.



Wait till your host family starts eating before you start eating. It is normal to talk to each other at the dinner table (although not with food in your mouth) and ask how everyone's day has been. Use the outside knife, fork or spoon first. Say "please" and "thank you" for food.

If you would like to cook your own food sometimes, make sure you ask if that is all right. Maybe the family would like you to cook your national food for them.

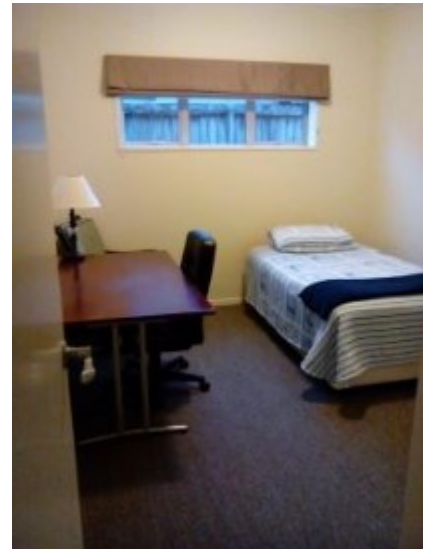


Don't forget to clean up afterwards.

When you want to go to bed, it is normal to say to your host family "Good night, I am going to bed now". Maybe you want to stay up later than your host family as some NZ families go to bed as early as 9pm. If the family has gone to bed, please be quiet. If you are watching TV or listening to music, keep the volume low.

In a NZ home, children help around the house so you may be expected to have a daily job and share some of the household duties. If you make an effort to help to fit in with your homestay, you will find they make an effort to help you.

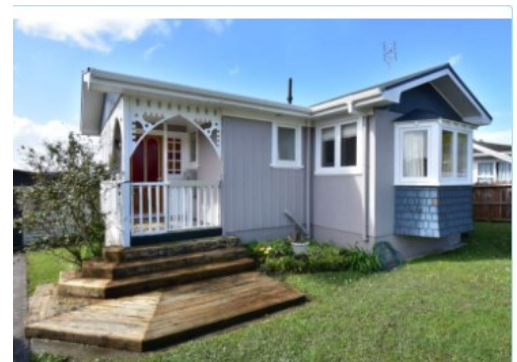
You are expected to get the agreement of your homestay parent if you want to go out. You will be expected to tell them where you are going, who you are going with. How you are travelling and when you expect to return.



Alcohol: In NZ people younger than 18 years of age are not permitted to drink alcohol. We ask you to respect this rule for your own safety.

If you wish to move to another homestay, you must give at least one week's notice to the Homestay Manager. If you do not do this, you will have to pay one week's fee in lieu of notice.

For any emergency, please ring the 24 Hour phone on 021 211 2970



First day of school:

It is a good idea to arrive in NZ a couple of days earlier than your starting date at school. This will help you recover from your travelling.

All new students need to be at the International Room between 8.30am – 8.40am. College finishes at 3.15pm and your homestay family will arrange a place to collect you.

Bring your passport, insurance details, and laptop.

ORIENTATION PROGRAMME

We run an Orientation programme for all new international students which will introduce you to our school. There is a lot of information to remember. Please just ask if you have any questions.

The orientation programme will include the following activities and information:

- Powhiri (a traditional Māori welcome)
- Introduction of the international staff
- English assessment to determine class placement
- School rules and expectations
- Tour of school
- Discussion with Dean and confirmation of subject choices and timetable
- Support services at school
- Photos for ID cards
- Log-in and computer network access
- Google Drive. Watch this demonstration video about [Google Classroom](#)
- Homestay information
- Travel and activity opportunities
- General school information
- Send a text to the 24/7 phone number (021 211 2970) with your full name



SCHOOL LIFE

ACADEMIC PROGRESS

For any matters regarding your academic progress please contact the International Dean, Debbie Culliford via email: debbiecu@wgpcollege.school.nz

ACTIVITIES

There may be some students activities planned in 2024. See International staff

ASSEMBLIES

At Whangaparāoa College we have a fortnightly formal assembly for year levels as well as fortnightly 10 minute morning “Korero” (assembly) for administration purposes.

ATTENDANCE

Part of the condition of your visa is that your attendance at school is regular. You should come to school every school day and not expect to take time off unless you are genuinely sick. The Immigration Department has strict rules regarding attendance. If a student is absent too often, the College will send a warning notification to the caregivers.

BYOD (Bring your own device):

All learners are expected to bring their own device to use each day to improve engagement in their learning. [Here is a link to more information about bringing your own device](https://wgpcollege.ibcdn.nz/media/2022_12_20_minimum-specs.pdf)

Minimum Specifications Please ensure that your device ticks all of these boxes

Wireless network capability—802.11 g/n/ac	<input type="checkbox"/>
10" screen or larger	<input type="checkbox"/>
Minimum of 4 hours of use from one battery charge	<input type="checkbox"/>
External/Wireless keyboard for tablets/iPads (not an onscreen keyboard)	<input type="checkbox"/>
Be able to run full functioning web browser (eg Chrome, Safari, IE, Firefox)	<input type="checkbox"/>
Virus Protection Software (eg AVG, Zonealarm)	<input type="checkbox"/>
Camera	<input type="checkbox"/>
Photo and video editing capability	<input type="checkbox"/>

**Please note if a device does not have a camera—a phone camera would be sufficient however note that a phone cannot be used as a fully functional device.

Please read further information on the following page regarding particular subject and year level requirements, see page 3 for recommended devices for Year 7– 10, page 4 for Year 11-13, page 5 for FAQ's

Minimum specs:

https://wgpcollege.ibcdn.nz/media/2022_12_20_minimum-specs.pdf



CODE OF PRACTICE 2021

Whangaparāoa College has agreed to observe and be bound by the Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021. Here is a [link](#) to the Code.

COMPLAINTS

If you have a complaint about Whangaparāoa College, and you are not happy with how we have handled your complaint you can take this further with NZQA (New Zealand Qualification Authority) [please click here](#) to guide you through the necessary steps. Any complaints/disputes will be dealt with in accordance of the Code of Practice and/or the International Student Dispute Resolution Scheme. [Click here for further information.](#)

DAY

The first lesson starts at 8.40am and the day ends at 3.15pm.

Ropu Whānau 8.40am – 8.50am

Period 1 8.55am – 9.55am

Period 2 10.00am – 11.00am

Interval 11.00am – 11.30am

Period 3 11.30am – 12.30am

Period 4 12.35pm – 1.35pm

Lunch 1.35pm – 2.15pm

Period 5 2.15pm – 3.15pm

EXAMPLE TIMETABLE

Timetable for 2023											
Pham, Lunaria											
20360		Year 10		10VAE		Water					
Term 1	Week 3	Mon, 13 Feb		Tue, 14 Feb		Wed, 15 Feb		Thu, 16 Feb		Fri, 17 Feb	
ROPU WHANAU (HOMEROOM)	TEACHER CODE	Whanau Hui		Whanau Hui		Whanau Hui		Whanau Hui		Whanau Hui	
		Period 1	10MATH	10ENGL	10HEED	10FOTE	10MATH				
		Period 2	10PHED	10SCIE	10SCIE	10ARTC	10SCIE				
		Interval									
		Period 3	10FOTE	10MATH	10MATH	10SCIE	10ARTC				
SUBJECT CODE	ROOM NUMBER	Period 4	10ARTC	10FOTE	10MATH	10SOCS	10SOCS				
		Lunchtime									
		Period 5	10SOCS	10PHED	10ENGL	10ENGL	10ENGL				
		After School									
		Rpt School									
Kaiarahi (HOMEROOM TEACHER)		Kaiarahi Mr S Van Emmenis				Year Level Dean Mrs K Boyd		SLT Ms G Colliar			

EXAMS

All international students are expected to do assessments and practice exams even if you are not doing NCEA. This helps your teacher to monitor your academic progress. The practice exams for NCEA are held in September for about 8 days. All senior students will be on study leave during that time and only required to attend when they have an exam. Any senior international student who is not doing NCEA exams in November/December will be expected to attend our End of Year Activities.

FACEBOOK / INSTAGRAM

Like us on our Facebook page: <https://www.facebook.com/wgpcollege> , or Instagram https://www.instagram.com/wgp_international/

ID CARDS

This is your school identification. You also need the card to use the school copiers/printers.

INTERNET

You will be issued with a username and password for the school WiFi and intranet.

JEWELLERY and MAKE-UP

You may wear jewellery and make-up at school.

LEARNING

At Whangaparāoa College we use the Google Drive, [Google Classroom](#), Hapara and Education Perfect. In most cases, your teacher will assign tasks through one of these programs.



LUNCH

Your caregiver will provide you with lunch and snacks, or you can purchase these from our school café/tuckshop. This is open interval and lunchtime. EFTPOS is available.

PRINTING

You will be assigned \$5 credit for printing/photocopying attached to your student account. You can log in to any printer in the school with your school log-in. If you need more, you can top up your account at Learner Accounts.

REFUNDS

Here is a link to our [Refund Policy](#)

REPORTS

Reports regarding academic progress are issued through the year and can be accessed via the School Bridge portal. Learner led conferences are held twice a year.

SCHOOL NURSE

If you feel unwell during school time, ask your teacher if you can see the nurse. You must not leave school without seeing the nurse first.

SMOKING/VAPING

Smoking/vaping is not permitted at any time at Whangaparāoa College. It is illegal to buy cigarettes and tobacco in NZ if you are under the age of 18.

SPORTS

We offer a range of sports and cultural activities at school. Joining a club or sports team is an excellent way to make friends.

STUDENT SUPPORT SERVICES

We hope you have a very happy and successful time at Whangaparāoa College. All of the staff in the International room are available at any time of the day to help you with any problems or questions you might have. Also, the following staff members are available for assistance and support:

[Debbie Culliford – Dean of International Students](#)

[Cathryn Broomfield - Head of Guidance](#)—located at The Wellness Centre

[Alexis Purvis – School Nurse](#)—located at The Wellness Centre

[Peter Davies](#) – Careers Advisor—located at Te Kauika Parāoa building

[Physio and hand clinic](#)—located at The Wellness Centre

Bullying is never OK. If you feel you are being teased or bullied at school or on the way to or from school, then please contact whoever you feel comfortable approaching from the list above.

SUBJECT CHOICES

For a list of subjects by faculty, please click on [this link](#). We try to give students their preferred subject choices. This is not always possible due to availability.

TERM DATES 2024

Term 1: Wednesday 31 January to Friday 12 April

Term 2: Monday 29 April to Friday 5 July

Term 3: Monday 22 July to Friday 27 September

Term 4: Monday 14 October to Wednesday 11 December

UNIFORM

ALL students are expected to wear the correct Whangaparāoa College school uniform . If you are here for a short time (less than a term), you may wear your own school uniform. Uniform **MUST** be worn at all times. We have a limited amount of uniform which we can loan to short term students (1 term). The charge for this is \$100 with \$50 refunded on return of all loaned uniform in the same condition.

You can find more information about our uniform here:

<https://www.wgpcollege.school.nz/apply-now/uniform-stationery>

Examples of correct shoes:



Please bring funds to purchase the uniform. Click [here](#) for price list.

WAIATA (School song)

Awhinatia ra te whanau

Awhinatia ra te whanau
Tiakina te wairua
Tautoko nga iwi e
Anei to matou kaupapa
Hapaitia nga rangatira
Ko te mea nui te aroha
Ngatahi, whakapono, tutuki e
(REPEAT ABOVE)
Ngatahi, whakapono, tutuki e

Our School Song

Support and encourage family
Accept others without prejudice
Embrace culture and identity
These are important values
Promote and support our leaders
To achieve all these things is
most important
Together, believe, achieve
(REPEAT ABOVE)



Whangaparāoa Āhuatanga (School Values)

We acknowledge students who demonstrate these values and encourage them in others.



Āhuatanga Whangaparāoa

RANGATIRATANGA



Self-Determination | **Potential**
Success | Uniqueness

TANGATA WHENUATANGA



Cultural Knowledge & Pride | **Identity**
Cultural Responsiveness | Cultural Awareness

ORANGATANGA



Growth | Wellness | Nutrition | Sustenance

MANAAKITANGA



Hospitality | Kindness | Support
Awareness | Mana

KAITIAKITANGA



Guardianship | Protection | **Mauri**

WHANAUNGATANGA



Kinship | Relationships | **Whānau**

OTHER IMPORTANT INFORMATION

- In NZ you are not allowed to smoke or buy cigarettes under the age of 18 years. You cannot smoke in any enclosed public place.
- In NZ you are not allowed to purchase or drink alcohol as an international student.
- In NZ the emergency telephone number for ambulance, police or fire is **111**.
- If you need to see a doctor, you must pay. You can claim the cost back on your insurance.
- Mobile phone: You can purchase a phone and sim card for as little as \$30 from a supermarket. Please ask your host family to help you to purchase one. The cellular service providers in NZ are: Spark, Vodafone, 2° and Skinny mobile.

BANKS

The five major banks are ANZ, ASB, BNZ, Kiwibank and Westpac. Their opening hours are generally 9am-4.30pm Monday to Friday. There are many ATMs around if you need to get cash out using your card. All shops and restaurants take bank cards (EFTPOS).

BEACHES

Whangaparāoa is surrounded by many beautiful beaches. Make sure you have fun and enjoy the beaches but please be careful of swimming at the beach. NZ beaches can have rips and holes making them unsafe. Popular beaches are patrolled in summer by surf life savers who will show you the safest places to swim. Always swim with others, on patrolled beaches, in swimwear not clothes and know and respect your abilities.

BUSES

There is a bus service that runs all the way along the Hibiscus Coast and into Auckland City. For more information, including timetable please visit at.govt.nz/bus-train-ferry/bus-services. Bus cards can be purchased at many local shops.

CARS

Please take care when crossing the road, in NZ we drive on the left hand side of the road so when crossing always look both ways carefully. Students must not drive or purchase motor vehicles.

EMERGENCY

If you find yourself in an emergency situation anywhere in NZ and urgent help is needed, call 111 from any phone for Fire, Ambulance and Police.

FOOD

In any city in New Zealand you will find a wide range of restaurants, from Italian to Turkish to Thai and many more. The food in NZ is very fresh and very good quality.

HELMETS

If you ride a bicycle you must wear a helmet by law. If you do not wear one, you may have to pay a fine and your bicycle could be confiscated

SHOPPING

There is a wide range of international shops in NZ, but remember as everything has to travel to NZ to be sold so may be more expensive than elsewhere.

Hopefully, this has given you some more information about coming to Whangaparāoa College, New Zealand. If you have ANY questions at all, please email so we can help.

International@wgpcollege.school.nz

We look forward very much to welcoming you to our College.

kite wawe koutou

(See you soon)



WHANGAPARĀOA COLLEGE
Together Believe Achieve Ngātahi Whakapono Tutuki