



# International Student Support Team



**Tania**  
International Director



**Ms. Yogi**  
Academic Manager



**Mrs Williams**  
Head of ESOL



**Sylvia**  
Homestay Co-ordinator



**Judy**  
International Administrator

# Orientation Schedule

## Today

- 9:00** Group One: ESOL Test  
Group Two: Uniforms  
Subjects  
Wifi set-up
- 10:30** **Break**
- 11:00** Group One: Uniforms  
Subjects  
Wifi set-up
- Group Two: ESOL Test
- 12:30** **Lunch**
- 13:15** Orientation Information
- 14:15** New uniforms (if required)
- 15:00** **Finish**

## Tomorrow

- 12:00** Finalise timetables
- 12:25** **Pizza party for lunch**
- 13:15** School Tour
- 14:15** **Finish**

## Group One

Beatriz  
Bella  
Elisabeth  
Emilia  
Ernesto  
Eru  
Eryu  
Ichiha  
Julianne  
Mai  
Nao  
Saskia  
Sean  
Shunsuke  
Zhennan

## Group Two

Alexander  
Anon  
Camila  
Diego  
Haruka  
Hiroki  
Javiera  
Maipai  
Mathieu  
Oscar  
Pete  
Rahyeong  
Riyu  
Sooa  
Yuta  
Kodai

# Logging into Cashmere Net

- ▶ You will be given a piece of paper with your user name and password for logging into Cashmere Net, log in to the computer in front of you using your username and password.
- ▶ Click on the 'Cashmere Google Mail' icon
- ▶ You will see **“continue”** please click on this
- ▶ You will see “welcome to your new account” scroll down and then click on **'accept'**.
- ▶ You now have a Cashmere High School Gmail account. Your email address is your [username@cashmere.school.nz](mailto:username@cashmere.school.nz) and the password is the password we gave to you on the paper. Do not show this to anyone.
- ▶ Please log in to your Gmail account regularly to check your emails.
- ▶ You can access your Gmail account by going to the school website and under quicklinks and clicking on “Student email access”.



# Getting CHS Wifi on your device

- Now you will use your own device i.e. your cell phone or ipad or tablet
- Search for **CHS\_BYOD-Student** in your Wifi options
- Choose this option and then enter **cashmere**
- You will be asked for your username and password, please enter these.
- **You are now on the Cashmere High School Network**
  - **Do not** share your password with anyone – you are responsible for what is accessed under your username
  - **Do not** download any files such as media, games or programmes, without the permission of your teacher. If you do you could be violating copyright laws.
  - **Do not** access or attempt to access inappropriate, age restricted or objectionable material

# Student Home Page...

- ▶ When you double click on the chrome icon **'student home page'**.



it will take you to your

- ▶ **You will see many icons**

- ▶ If you click on the "Sports Webpage" icon and then choose "Sports on Offer" and you will see the list of sports for summer and winter – this term is summer so check out the summer sports and see if you are interested in joining any of these.

- ▶ If you click on "Notices" you will see the daily notices, these change every day so it is important to check them every day.



# Student Home Page...

- Go to your student home page by opening a new tab, your home page will appear.
- One of the icons on your **'Student Home Page'** is called **Moodle**, please click on this icon.
- Once Moodle is open in the top right corner it gives you an option to **Log in**, click on login and use your username and password to login. You will see on the top menu bar an option called timetable, if you click on this you will see your own timetable.
- Please have a look at your timetable and subjects you will be meeting with the Academic Manager soon to discuss these subjects.
- You will use moodle in some of your classes, when you go to class the Teacher will give you a subject code.





## Next steps...

- From your **student home page** you can click on the big Cashmere High School logo and it will take you to the Cashmere High School website page.
- You will see on this page the latest news and one of the links is called **“Stationery”** then Year 9, Year 10, Year 11 so if you click on your year level you can find your subjects and see what stationery you will need for your classes.
- On your own phone you can search for the **Cashmere High School App** in the app store or playstore, download the app and you will see it has notices, alerts, attendance and other information to do with school.
- If you have a **Facebook** account please find ‘Cashmere Internationals’ and send us a friend request! If you do not have a Facebook account it would be good to set one up, you cannot access Facebook on the school wifi so will need to do this at the homestay or using your own mobile data.





# Health Clinic



**Mrs Ogilvie**  
School Nurse

The nurse is available every day during school hours. There is also a doctor you can see on Tuesday lunchtimes.

## If you are sick at school...

- Please come to see us first. We might send you to the nurse, the school doctor, another doctor outside school, or we might just take you home.

## If you are sick before school...

- Please call us or ask your host family to call us if you will miss school. You can call the International Office, or the main school office.

# Recreational Education

Cashmere High School has many sports, music and arts club you can join. Your Orientation Booklet gives some examples of the types of clubs we often have.

- ▶ Check out the Sporty page on the school website to see information about sports
- ▶ Listen to the daily notices for meeting times
- ▶ Attend the sports information day that occurs at the start of Term One
- ▶ Visit the music office in M Block to learn more about classes and groups

**Come and see a member of the international team if you want to join a club.**

# Classroom & school rules

**Please make sure you read and understand the school rules which are given in your Orientation booklet. A few important points:**

- ▶ Do not use an electronic device in class unless you have the teacher's permission
- ▶ Do not sit on tables – this is impolite in New Zealand culture
- ▶ In New Zealand it is ok to blow your nose – it is considered impolite to sniff
- ▶ You must not sleep in class
- ▶ You cannot possess, use or supply cigarettes, alcohol or drugs at school
- ▶ You cannot leave the school grounds during the day, unless you are Year 13
- ▶ Do not bring large amounts of cash to school. Don't leave valuable items unattended. When you visit the library, take valuable items with you (don't leave them in your bag in the foyer)

# Attendance & computer use rules

**Please make sure you read and understand the school rules which are given in your Orientation booklet. A few important points:**

- ▶ You must attend all classes on time, unless you have permission from us first
- ▶ If you miss too many classes, you may not be able to attend the school formal (dance), or graduation (senior students). Also, you could lose your Student Visa or not be granted a new one.
- ▶ All students must have a laptop or tablet computer to use in classes. See us if you don't.
- ▶ Only use your own username and password to access ICT at school.
- ▶ Don't share your password with anyone – you are responsible for what is accessed under your username
- ▶ Do not download any files such as media, games or programmes, without the permission of your teacher. Doing so could violate copyright laws.
- ▶ Do not access or attempt to access inappropriate, age restricted or objectionable material

# Holidays & adventure activities

We need permission from your parents for you to:

- ▶ Take part in any adventure activities that involve risk, such as jet-boating, bungee-jumping, white-water rafting, skiing, surfing, horse-riding etc.
- ▶ Go on a trip outside Christchurch

Please tell Judy or Tania at least 2 weeks before you plan to take a trip or join an adventure activity, so that we can contact your parents about it...

**NO PERMISSION = NO TRIP!!**



# NCEA, Pathways and Work...

**For information on New Zealand High School qualifications, please refer to the booklet. Please tell us what your study goals are so we can help you meet them! Come and talk to us if...**

- ▶ You want more information about how NCEA (the NZ High School qualification) works. We have this information in many different languages
- ▶ You want to gain entrance to a NZ university at the end of High School
- ▶ If you are in Year 12 or Year 13 and want to work part-time while studying (you may need to change your visa to do this)



# House System

**Every Cashmere student belongs to a house (team):**

Blake House (red)

Britten House (yellow)

Cooper House (blue)

Sheppard House (orange)

Rutherford House (purple)

Ngata House (green)



- ▶ Your timetable should tell you which house you are in. Ask Ms. Yogi or Judy what your house is if you don't know
- ▶ Each year there are many events where the houses compete against each other. At the end of the year one house wins the House Shield
- ▶ Support your house by dressing up in your house colours during the fun house events!

# Understanding New Zealand law

**Please make sure you read and understand the page about the law in New Zealand. A few important points:**

- The minimum age that you can be left home alone in New Zealand is 14 years old
- The minimum age for applying for a driver's licence in New Zealand is 16 years old – please come and see us if you plan to do this!
- The minimum age in New Zealand for buying alcohol, cigarettes and fireworks is 18 years old

# Keeping yourself safe in New Zealand – in the sun

**Please make sure you read and familiarise yourself with the information contained in the websites in this section. A few important points:**

- ▶ The sun in New Zealand is very strong & it's possible to get sunburnt very quickly
- ▶ Always stay in the shade as much as you can
- ▶ Protect your skin by wearing long, light clothes
- ▶ Wear a sunhat
- ▶ Use sunscreen
- ▶ Protect your eyes with sunglasses



# Keeping yourself safe in New Zealand – in the water

**Please make sure you read and familiarise yourself with the information contained in the websites in this section. A few important points:**

- Swimming is very popular in New Zealand but it can be dangerous
- Always tell your host family when you are going swimming, and where
- Swim with others
- Be aware of your own limits and only swim as far/as long as you feel comfortable
- Swim between the flags at the beach – areas outside the flags may contain unsafe currents, and are not monitored by the lifeguards
- Don't jump or dive in until you know the depth
- Be especially careful in rivers as the flow/current changes constantly

# Keeping yourself safe in New Zealand – on the road

**Please make sure you read and familiarise yourself with the information contained in this section. A few important points:**

- Footpaths provide a safe place for you to walk. If there is a footpath – use it! If there isn't, walk on the side of the road facing oncoming traffic, as close to the edge of the road as possible.
- Remember to look both ways before you cross the road – the traffic may travel in a different direction to what it does in your country – be aware of this and always double-check before you cross!
- When you are a passenger in a car you **MUST** wear a safety belt. **NEVER** travel in a car with someone who has been drinking alcohol or taking drugs, or who doesn't have a full New Zealand driver's license.
- When riding a bicycle, you must wear a **HELMET**, your bike must have **BRAKES**, you must have **LIGHTS** if you are riding at night. If there is a cycle lane, use it. If there isn't, you should cycle as close to the left side of the road as possible and not hold up traffic. Use hand signals to show other road users what you are doing.

# Keeping yourself safe in New Zealand – bullying, culture shock & common sense

**Please make sure you read and familiarise yourself with the information contained in this section. A few important points:**

- ▶ Bullying is when one person exercises power over another and deliberately and repeatedly hurts them physically, verbally or emotionally. If you are being bullied at home, at school or in public, please come and talk to us.
- ▶ Culture Shock happens when you move to a new country and struggle to adjust to the new culture, weather, people etc. It can happen at different times and in different ways for different people. If you feel anxious, depressed, lonely or homesick at any time, please come and talk to us. We are here to help you and can suggest some things to try so that you start to feel better.
- ▶ It is not safe to walk around the streets alone after dark. If you are catching a late bus home, make a plan with your host family about how you will get home from the bus stop.
- ▶ Always make sure your mobile phone is charged and has money on it in case of emergency!

# CHS emergency procedures

Please read and familiarise yourself with the information contained on the next three pages...

- ▶ In an earthquake, get under your desk, hold on and wait for the shaking to stop. If you are outside, get on the ground and cover your head with your hands.
- ▶ After the shaking has stopped, move to the front field and meet your form class. The teacher will mark your name off the role and then release you. You must then find a member of the international staff, who will be on the front field too. **DO NOT LEAVE SCHOOL UNTIL YOU HAVE SPOKEN TO US.**
- ▶ In the event of a fire, the school bell will ring continuously. You must immediately leave the building you are in and walk to the front field. Stand in line with your form class and your teacher will mark your name off the role and then release you. **DO NOT LEAVE SCHOOL UNTIL YOU HAVE SPOKEN TO US.**
- ▶ In the event of a lockdown, the school bell will ring on and off. You should go inside or stay inside – stay calm and get down on the floor away from doors or windows. Lock doors and windows. Stay there until a member of the school staff releases you.

**We need to be able to get hold of you at all times. Please tell us if you change your mobile number or address. Again, please make sure your mobile phone is charged at all times!**