



Ashburton College

Individual Excellence in a Supportive Learning Environment

International Student Booklet 2026

We warmly welcome you to Ashburton College. Remember we are here to support you and help you have any enjoyable stay

Achieve QUALITY

Show PRIDE

Have RESPECT



PHYSICAL ADDRESS

Ashburton College
27 Walnut Avenue
Ashburton
New Zealand 7700

POSTAL ADDRESS

Ashburton College
PO Box 204
Ashburton
New Zealand 7740

CONTACT FOR SCHOOL MATTERS & HOMESTAY:**International Dean – Mr Shepherd**

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WE ARE HERE TO SUPPORT YOU, ANY QUESTIONS JUST ASK!!!!***In an Emergency call 111****Updated Jan 2026*

WELCOME

Welcome to New Zealand and to Ashburton College. We hope your time with us is everything and more that you have hoped for. This information book is to help you as you adjust to your new family, community and country and to provide you with some useful information. We want to do everything we can to ensure your stay with us is a positive and exciting experience.

This booklet has been especially prepared for International Students who live with host families selected by Ashburton College. It will help you to understand how to live with a New Zealand family. **Please read it carefully** and ask for help if you need things explained.

All information should also be read by students staying with Designated Caregivers.

CODE OF PRACTICE

Ashburton College has agreed to observe and be bound by the Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021 published by NZQA. This code is to ensure the protection and wellbeing of these students.

PEOPLE TO HELP YOU

- **THE HOMESTAY COORDINATOR.** Will look after your Homestay arrangements, support you and try to help you. She will meet with you regularly, and talk to your Homestay to see if there are any concerns.
- **YOUR HOST FAMILY.** They will be interested in your daily life.
- **INTERNATIONAL DEAN. Mr Shepherd.** All school related question.
- **AKO TEACHER:** You will see your Ako teacher on Monday and Friday.

In an Emergency or Medical Emergency call 111 then say Police, Fire or Ambulance.

ARRIVING IN A NEW COUNTRY – NEW HOME AND NEW SCHOOL

ENGLISH LANGUAGE

When you first arrive, you may forget most of your English. This is normal. You may not understand what people are saying. Do not worry – this will improve. You could try to write things down or use an electronic translator. If people speak too quickly, you could politely ask them to slow down.

TIREDFNESS AND HOMESICKNESS

It is normal to feel tired when you first get to New Zealand. The climate and food are different, the customs are different and you must work all day in a new language. This makes you tired. Do not worry about this. It will get better.

Do not have long afternoon sleeps or you will not sleep well at night.

Homesickness is natural too. You will miss your home and everything you know. The worst time is usually during the winter. You will feel better when the weather gets warmer. If you feel very homesick, talk to your host family. Talk to a teacher or the International Coordinator (Homestay). They all understand and will help you feel comfortable.

YOUR HOMESTAY

International students must live in an Ashburton College Homestay or with a designated caregiver. These have been carefully selected, and are visited twice a year by a school representative. You cannot change these living arrangements by yourself.

Your Homestay will be happy if you keep to these rules:

- Be part of your host family. Be friendly and join in family activities. They will treat you the same way as you treat them. Communication is very important to build good relationships.
- Always be honest with your homestays so they can trust you at all times.
- Respect the home - it is not a hotel. Personal and private property of your family is not your property. Always ask before you borrow or use anything that is not yours.
- People in New Zealand do not have servants and they have busy lives. Boys and girls in New Zealand have family tasks to do to help such as washing the dishes, unloading/loading dishwasher, setting the table, taking the dog for a walk. You should help too, so you feel part of the family. Try to do your job cheerfully. Your host family will be pleased.
- Ask permission to go out and always tell your family where you are going. They will tell you what time you need to be home. Your family will worry about you just as they worry about their own children. If you must be late, call or text your family to tell them.
- Tell your family if you will not be home for dinner, or for lunch on the weekends. You must give at least three hours' notice. They will expect you to be home at the stated time during the school week. **Your safety is very important so you must accept the curfew times set by them.**
- Make sure you have all contact phone numbers in your phone. You must have a cell phone with data on for your safety. Wifi is available around Ashburton too.
- Some things will be done differently from in your own home in your country. Please listen and follow the advice given by your Homestay. Any questions just **Ask**.
- Ask for permission to invite friends to your house, before they go there. It is bad manners if you do not do this. Do not speak in your language in front of your homestay. This is also bad manners.
- Always finish your homework. Homework is important at high school and all students must do homework. If you need help just ask your host family. In NZ, homework is often done at the kitchen table.
- The more you speak in English, the better your English will be. Talk with your family. You and your family can learn from each other.

- Try to talk about any concerns or questions you may have with your Homestay family as soon as they arise - they would like you to do this. Problems are usually easily fixed by discussing them. If there are any big problems about your Homestay, talk to the International Coordination (Homestay) or the International Dean. Remember to be honest.
- If your Homestay takes you somewhere or does extra things for you, please take the time to say 'thank you.' They will like that.

MEAL TIMES

A New Zealand family usually eats meals together when possible. Some foods may be very different from in your country but please try all meals, as this can be fun and interesting.

Breakfast

At breakfast, most family members get their own food at a time to suit themselves. You need to get up early enough to eat breakfast so you can concentrate properly at school.

Lunch

Most New Zealand students take lunches to school. Many New Zealand students eat sandwiches, fruit, vegetables or yoghurt. Tell your family what you like and what you do not like. You may be asked to make your own. You can buy food at school but you should bring lunch from home.

After School Snacks

You will probably want to have something to eat when you get home after school. Ask your family what to eat. The choice might include noodles, fruit, biscuits and other foods, but you will be expected to eat the evening meal.

Dinner

You should always eat the evening meal with your family. Do not go into your bedroom to eat.

IF YOU ARE NOT GIVEN ENOUGH FOOD, OR THERE ARE PROBLEMS WITH FOOD PROVIDED PLEASE TELL THE HOMESTAY COORDINATOR.

Meal Time Customs

Many New Zealand families talk at the table. They talk about what they did during the day or interesting things they have seen. They will talk to you too. Talk back to them. They are interested in you.

At the table, we pass food bowls to each other. New Zealanders do not take everything on a plate when there are other people who want some too. Ask someone to pass the salt or sauce or salad. Do not just stretch across the table.

Wait until everybody is ready to eat. If your host parents say you can start, then it is all right to eat, but usually we wait and all start to eat at the same time. But remember all families are different if you are not sure what to do ask.

In New Zealand, we eat quietly. It is not polite to eat noisily. We do not lift our plates close to our mouths - we lift the food on forks or spoons.

We stay at the table until everyone has finished eating. All family members help to tidy up.

YOUR BEDROOM

Sometimes you will need quiet time in your room to do your homework, but please do not spend all your time in your bedroom. Instead, talk to your family and your English will improve. Families are disappointed when you avoid communication and spend most of your time in your room. This is not polite.

There are usually no locks on bedroom doors in our country. You may close the door whenever you like. Your room is your place to sleep and study. If there are young children who insist on entering your room, please tell the host parents.

The bed may be different from your country. We sleep between the sheets, which we wash regularly. Ask your host mother when to change the sheets and how to make your bed. **You should make your own bed every day and keep your room tidy. Do not leave food in your bedroom.**

New Zealand families like to let sunlight and fresh air into bedrooms. We pull back the curtains and open the windows during the day to keep the rooms fresh.

Electric Blankets

Some families use an electric blanket to warm the bed. We turn them on about an hour before we go to bed, and then turn them off when we get into bed.

Do not sleep with your electric blanket turned on. This is not safe.

Make sure the electric blanket is turned off during the day; otherwise, it can cause a fire. Do not put books or clothes on the bed when your electric blanket is on. If you are not warm enough at night, ask for another blanket or a hot water bottle.

Electric Heaters

In the winter, your host family will provide a heater for your bedroom. You must turn it off when you go to bed or leave the room. If you keep forgetting to turn the heater off, your family may remove it. **Leaving the heater on could cause a fire. It wastes electricity and is expensive.**

THE BATHROOM

In most New Zealand homes, the bathroom is very busy in the morning. Try to be as quick as you can. Ask your host family what the best time is to shower and how to do this. **DO NOT LEAVE WATER ALL OVER THE BATHROOM OR BASIN TOP.**

Pull the shower curtain across or close the shower door to keep the floor dry. Put a bath mat on the floor to stand on when you are wet.

Showering once a day is usually enough.

Try not to use too much hot water. **Hot water is expensive in New Zealand.** New Zealand houses have a hot water tank. When it is empty, there will be no hot water for anyone else and they will not be happy!

ONLY TAKE 5-10 MINUTES IN THE SHOWER.

Ask your family where to put your wet towels. Do not put them in your bedroom.

You should supply your own personal toiletries like shampoo, soap, toothpaste.

TOILET

Males: Remember to lift the toilet seat before urinating and put the seat down after. Be clean in your habits.

Females: Ask your host mother about the disposal of your menstrual pads or tampons. **Do not put pads down the toilet.** Your host mother will talk about this with you. Listen carefully and ask questions if you need to.

LAUNDRY

Most host parents will wash your clothes for you, including underwear. Ask them where to put your dirty washing every day, and when to change the sheets on your bed. Clothes need to be washed regularly.

You may have some clothes that you wish to hand wash yourself. Ask your host parent where to do this and where to dry them. Some students use wash bags to keep their clothes all together.

Remember: you must not hang wet clothing and underwear in your wardrobe or bedrooms. Dripping water damages carpet and furniture. This upsets your host family.

Do not put wet clothes on heaters or close to heaters to dry. This can cause a dangerous house fire.

In summer, we dry our underwear and other clothes outside on the clothesline. Please do not be embarrassed to share this custom with us. In winter, a dryer may be used.

KEEPING WARM

New Zealand houses are usually much colder than those in your country are. You may have central heating or your climate may be much warmer. Most New Zealand people prefer to wear a warm sweater rather than turn on a heater. You may need to wear more clothes to keep warm. New Zealand weather is very changeable. It is important to take a warm sweater with you every day, and a coat when it is raining or you may become unwell.

PERSONAL POSSESSIONS

Look after your clothing and valuables and **make sure they are named.** If you lose something at school, you should report it to student reception. Keep valuables in a safe place at all times.

Money

Be careful with money and learn to make it last. Keep only small amounts with you and put the rest in a bank. **NEVER** lend money or borrow money from other people except small amounts in an emergency. **NEVER** tell anyone your PIN number on your bankcard or let them see you use it at the ATM machines. You can open a bank account online for some NZ Banks – ANZ, BNZ and Westpac.

You can store cash in the school safe if you wish.

ACTIVITIES, OUTINGS, CURFEWS and OVERNIGHT STAYS

DAILY MATTERS

Weekdays

During the school week, Sunday to Thursday, you should not be out in the evening unless it is a school activity. A regular routine for homework should be set. You will be told what time to be home for dinner. You must be home by that time.

Weekends

On Friday and Saturday evenings, older students may be allowed out later, but you must ask permission. You must give a contact number and address and tell your hosts where you are going and who you will be with. A cell phone number is not enough. Your host family will set a time for you to be home by, according to your age and maturity. You must keep to this time for your own safety. **You must stick to the time set.**

Overnight Stays

These can only be by prior arrangement. **There must be discussion with the host parents first. You need their permission.** If you are in any doubt, please check with the International Director. You must tell your host parents, the phone number, name and address of where you will be staying. **They must phone that number to check arrangements or you will not be allowed to go.**

IF YOU STAY OUT ALL NIGHT WITHOUT YOUR HOST FAMILY'S PERMISSION. YOU ARE LIKELY TO BE SENT HOME. THIS IS CONSIDERED GROSS MISCONDUCT AND YOUR HOST FAMILY HAS TO INFORM THE INTERNATIONAL DIRECTOR.

IF YOU DO NOT FOLLOW THE RULES IN YOUR HOMESTAY, YOU WILL RECEIVE VERBAL AND/OR WRITTEN WARNINGS AND YOUR PARENTS/SCHOOL AND AGENTS WILL BE NOTIFIED. THE SCHOOL MAY THEN REFUSE TO HOMESTAY YOU.

TRAVEL

Travel Away from Ashburton

If you are planning on being away overnight please text or email the Homestay Coordinator. In some circumstances you will be required to fill in a permission slip. At all times for overnight stays we need to be able to contact you. **INFORM US AT LEAST TWO WEEKS AHEAD OF TRAVEL.**

Students under the age of 18 may only travel away if they:

1. Travel with their host family.
2. Go directly to their destination and then stay with another approved host family or relatives. The Homestay Coordinator and your host family must be given ALL details. Your host mother will need to make direct contact with the nominated family before permission will be granted. **The school reserves the right to refuse the travel if it is considered inappropriate or is unsafe.**
3. Join one of the organised and supervised tours recommended by Ashburton College, or their agent. (See International Coordinator (Homestay) for information.)
4. Are visiting their natural parents in their own country.

*** If a student is over 18, the same rules apply but in special circumstances consideration may be given based on the appropriateness of travel and accommodation arrangements. You will need to fill in a travel form. See the attached form.**

Family Outings

Sometimes your host family may invite you to go on an outing or away with them in the holidays. You should accept as you will experience different New Zealand activities and meet new people. New Zealanders are proud of their country. It is beautiful and mostly very clean. They will expect you to respect that.

If your family goes, somewhere that involves expenses, for example, Orana Park or movie. You will probably need to pay your share. This may be different from your own country where a host may pay for everything. If you go with them on holiday, you may be asked to share some of the costs of accommodation or travel. You need to discuss this. You must be financially independent.

ALCOHOL, VAPING/SMOKING AND PARTIES

The legal drinking age in NZ is 18 years. If you enter a bar under age, the police may cancel your visa. **You must not drink alcohol if you are under 18.** You must not keep alcohol at your homestay. It is illegal to buy alcohol if you are under 18 years. If you do, you are breaking the law.

Most New Zealand people do not smoke. They think cigarette smoke is very bad for their health and they do not like the smell of cigarettes inside. Smoking is forbidden in many public places. You should not smoke when you are in New Zealand and must not smoke in your homestay. Smoking at school or anywhere in school uniform is **NOT ALLOWED**. It is illegal to buy cigarettes here if you are under 18. The rules around vaping nicotine are the same.

It is the host's decision as to whether social parties are acceptable, and we request that you check arrangements before you get permission. Your host family must check all details with the parents hosting the event. Students should not go out alone, and you should be home by the time stated by your host family.

CELL PHONES, INTERNET AND TRANSPORT

CELL PHONE USE

It is important to talk to your host family about this. Do not make calls very late at night. This can keep the family awake and you need to get enough sleep also.

If you make calls on your cell phone very late at night you may be asked to give your phone to your Homestay before you go to bed. Do not use your phone during meal times – that is not polite.

In an emergency, such as fire, serious illness or accident the emergency number in New Zealand is **111**. This is a free number.

Please remember cellphones cannot be used at school during school hours. You can use it on your way to and from school.

Making International Calls

It is anticipated that the majority of calls will be made through Messenger, WhatsApp, Viber, Zoom, WeChat free calling applications. However if you make calls using a landline then you must pay for your own INTERNATIONAL calls if you use the host family phone. **Try not to phone or talk using cyber chatting to your family too often.** It is good to call home but try and make sure you spend time getting to know your new family.

INTERNET USE

All homestays have been asked to provide you with WIFI INTERNET and without any additional cost to you. However, there are some guidelines for all students and homestays:

- Years 9 & 10** – **Sunday to Thursday: students to be off at 9pm**
- Years 11, 12 & 13** – **Sunday to Thursday: students to be off at 10pm**

Homestay parents have been asked to monitor these times. If you have a complaint, speak to the Homestay Coordinator.

We encourage you not to spend too much time on the internet; we want you to spend the time with your host family.

Do not view sexual or inappropriate material e.g. pornography. This is not acceptable in New Zealand households. Your homestay is entitled to check your history of sites visited.

TRANSPORT

Cars

International students are not allowed to own or drive a car while they are enrolled at Ashburton College.

You must not travel in a car unless the driver has a full license. In New Zealand you cannot travel as a passenger with a student who is on a 'Restricted License'. It is best to check first. The driving laws are very strict in New Zealand. **If you are in a car with a person who is not fully licensed, you may not be covered by insurance if you suffer in an accident, and need medical care.**

Taxi number is (03) 308 2288. Remember these are expensive and we encourage you to travel in pairs.

Uber is also available in Ashburton – please use the Uber App.

Do not travel in a car with a person who is intoxicated.

CULTURAL DIFFERENCES

FAMILY DISAGREEMENTS

Some New Zealand families argue when they disagree. We are often direct when we are angry and we think it is okay to express anger. This can be embarrassing but try to remember this is normal for our country. Children are taught to stand up for themselves and to defend their ideas. Students must however accept the authority and rules of host families.

Teenage Disagreements

New Zealand teenagers can be very assertive. They often argue loudly and strongly with their parents when there is a disagreement. You may find this unusual. However, young people are not always being rude. They are being independent.

It is hard to learn what this means in New Zealand. **Do not copy behavior that you do not understand.**

OTHER CULTURAL DIFFERENCES

Many New Zealand families hug and touch each other very freely. They often show affection in public and around the home. If they touch your arm or put their arm around your shoulder, they are showing they care about you.

New Zealanders like to look at people when they talk. We see this as honest and polite. Please try to be friendly to all host family members as this makes it easier to get along together.

New Zealand women and men are equal. **It is important to show respect to New Zealand women including your host mother.** We do not like insults to girls and women.

FRIENDSHIPS

Try to have friendships with many students. Please tell a member of the International team or Dean if you are being pressured or harassed by a member of the opposite sex. Text or cyber bullying should be reported to the International Director, immediately.

It is not acceptable to get into fights. There will be consequences if you do. Find a teacher immediately if there is trouble. They will help you.

Try not to be shy. When you go to class, sit with another student. Try to talk, even if it is a simple conversation about the weather. The more friendly you are, the easier it is to build friendships. Ask questions, they are great to get conversations started.

If you do not understand something in the daily notices, ask someone. This is a good way to talk and make friends. You can also check the notice board by student reception.

DOCUMENTS, RETURN/TRAVEL DATES, VISAS

HOME COUNTRY ADDRESS

It is important that the school have up-to-date and accurate information on the address of parents. This should include Telephone, Cell and Email.

Students must advise any change of address to the Homestay Coordinator and the school office.

RETURNING HOME FOR CHRISTMAS HOLIDAYS

You must tell the International Coordinator (Homestay) and your Homestay family, your return travel dates, at least three weeks before you go (unless in an emergency). If you delay, you may have to cover these costs. Tell the school and your homestay, the dates/flight details of your return to NZ well in advance. They may be able to meet you at the airport.

We expect all students to return to their home country for the long summer break, after their course has been completed each year.

STUDENTS RETURNING TO THE SAME HOMESTAY

Your host family will hold your room for you with a charge over the holidays – please speak to the Homestay coordinator about this. Please pack your personal and valuable items into boxes and ask your host family where they can store them for you, or College can arrange storage for you.

VISAS

The International Administrator will arrange renewal of visas for College homestay students when necessary. As soon as this process begins, students must check that all tuition fees have been paid in full, to the school. You must have enough money to pay for Homestay for one year also, plus extra spending money and money in your account for your return ticket to your home country. It can take two months to prepare and process a visa application so plan. You must leave New Zealand or re-enter before the visa expiry date.

You must hold an NZeTA if you are boarding a flight that leaves for New Zealand, and you:

- are visiting on a passport from a visa waiver country — that is, a country whose passport holders do not need to get a visa before they travel to New Zealand. For example students coming to study at Ashburton College for under three months from a visa waiver country need a NZeTA. [Link here if you are unsure if you need to apply for a NZeTA](#)

INSURANCES

International students MUST have their own medical and travel insurance. The school will arrange this for you or your agent may have organised this. Doctors' bills can be expensive. Insurance needs to be renewed annually. You will be told the cost to pay (if we are organising this).

If you have an appointment with a Doctor or Nurse, or purchase medicines, you will need to pay. KEEP YOUR RECEIPTS so you can then make a claim. If you are insured by, the College bring these to Ms Rule and she will assist you. Payment can be made into your bank account or through the school bank account if you are insured by the College. Dental visits are generally NOT covered in your policy.

In New Zealand we also have online Doctor appointments. These can be booked online and you will have to pay **before** your appointment. For non urgent but concerning medical issues **after 5pm** call 0800 252 672. Have your passport ready.

Please take your passport to all Medical appointments.

AT SCHOOL

2026 YEAR

The New Zealand school year is divided into four terms, usually beginning at the start of February and ending in December for juniors and November for seniors.

The dates for 2026 are:

Term One:	Friday 30 January to Friday 2 April
Term Two:	Monday 20 April to Friday 3 July
Term Three:	Monday 20 July to Friday 25 September
Term Four:	Monday 12 October to Wednesday 9 December

(Please note year 11-13 students finish earlier in the year)

Public Holiday dates:

Waitangi Day	Tuesday 6 February
Easter	Friday 3 April to Monday 6 April
Anzac Day	Friday 25 April
King's Birthday	Monday 1st June
Matariki	Friday 10 July
Labour Day	Monday 26 October
Anniversary Day	Friday 13 November
Mid Term Break	Monday 24 August
Staff Only Days	Staff only days (no students) 28 - 29 February and 2 June,

Ashburton College has five periods a day, Monday to Friday. Most students study six subjects. Many first year International Students will have ESOL as two of these subjects. Mr Sheherd will help you with your subject choices.

8:45 – 09:00am	Ako (Monday & Friday only)
09:00 – 10:00 am	Period One
10:00 – 11:00 am	Period Two
11:00 – 11:25 am	Interval
11:25 – 12:25 pm	Period Three
12:25 – 1:20 pm	Period Four
1:20 – 2:05 pm	Lunchtime
2:05 – 3:05 pm	Period Five

As an International Student you will be placed in a Ako suitable to your age and experience. Ako will also be on Wednesday Period one. However, the school structure at Ashburton College allows you to choose subjects from a variety of year levels – for example: a Year 12 student can choose a Year 11 and 12 subject.

STANDARDS OF BEHAVIOUR

The same values apply in the Homestay as at school. Refer to the School Rules in this book.

Any students involved in serious misconduct such as drug taking will be considered for

permanent exclusion and sent back to their home country, without refund of fees.

Ashburton College expects you to be polite, honest and fair to others. If you have any concerns or think that a person is being unkind to you, you must tell the Dean, Homestay Coordinator, or a staff member. Most worries are easy to solve.

Student BYOD Connection

How to connect a device (we will cover this during orientation)

1. Connect to the **Student_BYOD** network. Enter the passphrase **ashburton**
2. Open a web browser and you will be presented with a captive portal screen as below
3. Enter your user name and password (we will give this to you) and click **Continue**



The image shows a mobile device screen with a blue status bar at the top displaying various icons and the time 10:11 AM. Below the status bar is a blue header with the text "Sign in to Wi-Fi network" and a "MORE" link. The main content area is a grey box with the Fortinet logo and the text "Authentication Required". Below this is a prompt: "Please enter your username and password to continue." There are two input fields: "Username:" and "Password:". A "Continue" button is located at the bottom right of the input area.

To connect to Wifi on your iphone you need to have the Google Chrome App on your phone.

SCHOOL ACTIVITIES

Every International Student should join in one or more school activity like music or sports. Discuss possible activities with the International Dean the International Coordinator (Homestay), or your teachers. Playing sport or joining groups like the choir or orchestra, are good ways to make new friends and to get involved in school life. **Ask help to find where to go for the activity you are interested in.**

The school has a Sports Coordinator who will be able to discuss your sporting interests with you. They are in R Block.

Remember that many sports are seasonal and only played in certain months of the year. You could try a different sport for a new experience. You will be given a sports book, which contains all details of seasons and enrolment.

What does your tuition fees pay for?

This fee includes:

- All registration fees
- Tuition
- Use of Textbooks
- ESOL Tuition
- Pick-up and drop of at Christchurch International Airport
- Assistance throughout your stay from the College's on-site International Coordinator (Homestay) & International Dean

This fee does not include:

- Stationery
- College Uniform
- Insurance
- Skiing Programme (1 and 3 day)
- Music and singing lessons
- Personal Requirements
- Accommodation
- English Language Tests such as IELTS and TOEFL
- Sports Teams Trips
- NCEA Entry (\$383.30 per year)
- Additional cost for Outdoor Education (\$150 per term)

HOW TO PREPARE FOR EACH DAY

- Check your timetable the night before. Take a photo of timetable.
- Pack your school bag the night before.
- Have homework done the night before.
- Check your uniform the night before.
- Ensure you get up in time to have breakfast and prepare your lunch.

GO THROUGH YOUR TIMETABLE

Check:

- Which subject is first?
- Which books and equipment are needed?
- Which rooms to go to?
- Which sports or extra-curricular activities are scheduled?
- What gear is required?

OPTIONAL PROGRAMMES FOR STUDENTS NOT SITTING NCEA EXAMINATIONS

School Examinations

Examinations for senior students are usually held during term three in August and/or September, they normally last for a week. Any students who have arrived at Ashburton College at the beginning of term three are generally not required to sit these examinations. Instead, a one-week programme of learning activities outside the classroom will be provided for you.

NCEA Examinations

All long-term senior students are encouraged to take a full part in our New Zealand qualifications system. For most subjects this includes some national examinations, which are held every year in November/December. Students should not decide to leave the country until after their final exam. There is a cost of \$383.30 to enter NCEA exams, this needs to be paid in August.

Students who do not take the national examinations are provided by the school with an alternative program while the examinations are in progress. They should not plan to leave the country for home before that program is completed.

LEAVING THE COLLEGE AT THE COMPLETION OF YOUR EDUCATION

You will need to complete signing out procedures. You will need to collect a 'BLUE CARD'. The office will contact you when the time comes. All textbooks, library books, locker key and sporting uniforms need to be returned and accounts paid up.

UNIFORM RESALE/HIRE

Before the student leaves, they must return the uniform cleaned. For the kilt and blazer, these need to be dry-cleaned. Students who have brought a uniform are able to recover a portion of the cost via the school office. This will be paid in cash but please allow 24 hours' notice for this to be processed.

Hired uniform also needs to be returned in clean condition.

EXCESS BAGGAGE FOR FLIGHT HOME

Most airlines restrict baggage to 23kgs per person. If you have excess, this can be VERY expensive. Please pack early and if necessary, send your extra luggage home in cartons, by post. Ask the Post Office about the cheapest way to do this. You cannot expect your homestay to do this.

Most airlines allow you to check in online 24 hours before your flight.

STUDENTS LEAVING COLLEGE PERMANENTLY

Please pack up ALL of your belongings and remove from your homestay before you leave. Homestays cannot be expected to store your possessions if you are not returning to New Zealand, for further education.

ASHCOLL VALUES



- Being organised and ready to learn
- Attending class, being on time
- Doing the best we can
- Having a positive attitude
- Working well with others
- Allowing others to learn
- Following instructions and making good decisions
- Behaving appropriately
- Working towards personal goals
- Seeking help when needed



- Caring about how others see us
- Wearing your uniform correctly
- Participating in College activities
- Supporting our College and peers
- Celebrating achievements of individuals and groups
- Caring for the environment



- Respecting property, others and self
- Showing self-respect
- Listening to one another
- Accepting that others can be different
- Respecting cultural backgrounds
- Being polite and courteous
- Speaking respectfully
- Being co-operative
- Supporting efforts of others
- Being honest

You are expected:

- to work to the best of your ability
- to wear your uniform correctly and with pride
- to be at school on time, and at all classes/assemblies on time
- to sign out at Student Office, if you ever have to leave the school during the day
- to be properly equipped for all your lessons
- to do the homework that is set in each subject
- not to touch the property of others without their permission
- to respect school facilities and the environment
- to accept the rights of others to be free from disruptions or put downs
- follow the school values

ASHBURTON COLLEGE PROVIDES A SAFE ENVIRONMENT.

- You must not bring to school anything that is harmful to yourself or to others. This includes vapes/cigarettes, lighters, alcohol, drugs, knives, sharp instruments solvents, and replica firearms.
- The above statement also applies to Homestay accommodation.
- You must not behave in a way that is inappropriate. This includes fighting, verbal, physical, and text or cyber abuse.

If you use the internet you must adhere to the Internet Policy.

CHECK LIST

These are the things you should know:

Remember to keep your Ashcoll ID card with you at all times. You will be given this when you arrive. Take a photo of your insurance and Ashcoll ID.

Homestay

- Names and address : telephone numbers
- Meal times (weekdays, weekends)
- Usual family routines
- Banking and personal security

School

- Names and classrooms of all of your teachers
- Names and classrooms of all of your support persons
- Names of the Teachers-in-charge of activities you want to belong to (sports, music, clubs, and so on)
- Correct school uniform
- Your personal timetable
- How to sign in, and sign out if you must leave the school during the day. You cannot leave the school at any time without permission. You must go to the student office.
- Who to talk to if you have a problem, if you are sick, if you lose something, if you do not understand your lessons, or if you want information
- What equipment you need for your lessons, and where to obtain it

GRIEVANCE/COMPLAINT PROCEDURES

Concerns/Grievance Procedures – in detail

- If there is something bothering you, please talk to US. We are here to help and support you.
 - Homestay Problems – see Ms Banwell (International Coordinator – Homestay)
 - Visa Problems – Tania Rule (International Administrator)
 - Day to Day school problems – Mr Shepherd (International Dean)
 - Teacher Problems – see Mr Shepherd (International Dean) or your AKO Teacher
 - Problems with other students – See any teacher straightaway
 - Problems with the school – see Mr Shepherd, Mr Simon Coleman or write to the Board of Trustees.
 - If Ashburton College has not resolved your complaint, and you still wish to have it resolved then you can contact NZQA. This is a Government Department that can provide independent assessment of your complaint and will either investigate your concern or advise you on what to do next. NZQA can be contacted on phone 0800697296 or by email on gadrisk@nzqa.govt.nz.
 - If your concern is a financial dispute then you can contact iStudents Complaints on 0800006675 – there is no cost for this service. Their website is www.fairwayresolution.co.nz/istudent-complaints they are experienced in helping people to resolve disputes.

Please remember we are here to help.

New Zealand NATIONAL HELPLINES

*Asking for help is a sign of strength
Please talk to your host parent or a member of the
International Team, we are here to support you in any way we can.*

*Below is a list of some of the services available in New Zealand that offer support,
information and help, especially for teenagers.
All services are available 24 hours a day, seven days a week unless otherwise specified.*

[Crisis Resolution](#) – 0800 920092 24/7 Mental health **URGENT** concerns, for all ages.

National Helplines

- <https://1737.org.nz/> Whatever it is, we're here. Free call or free text 1737 any time, 24 hours a day. You'll get to talk to (or text with) a trained counsellor or talk to a peer support worker. Our service is completely free
- [Lifeline](#) – 0800 543 354 or (09) 5222 999 within Auckland
- [Youthline](#) – 0800 376 633, free text 234 or email talk@youthline.co.nz or [online chat](#)
- [Suicide Crisis Helpline](#) – 0508 828 865 (0508 TAUTOKO)
- [thelowdown.co.nz](#) – A website that helps young people understand depression and anxiety from their own perspective. Get in touch with a trained counsellor by free txt (5626).
- [What's Up](#) – 0800 942 8787 (for teenagers). Phone counselling is available Monday to Friday, 1pm–10pm and weekends, 3pm–10pm. Online chat is available 7pm–10pm daily.
- [Kidsline](#) – 0800 54 37 54 (0800 KIDSLINE) for young people up to 18 years of age. Open 24/7.

Depression

- [Depression Helpline](#) – 0800 111 757 or free text 4202 (to talk to a trained counsellor about how you are feeling or to ask any questions)
- [SPARX.org.nz](#) – online e-therapy tool provided by the University of Auckland that helps young people learn skills to deal with feeling down, depressed or stressed

Anxiety

- [Anxiety phone line](#) – 0800 269 4389 (0800 ANXIETY)

Gender Identity / Sexuality

- [OUTLine NZ](#) – 0800 688 5463 (OUTLINE) provides confidential telephone support

Other Specialist Helplines

- [Alcohol and Drug Helpline](#) – 0800 787 797 or [online chat](#)
- [Are You OK](#) – 0800 456 450 family violence helpline
- [Shine](#) – 0508 744 633 confidential domestic abuse helpline
- [Quit Line](#) – 0800 778 778 smoking cessation help
- [Rape Crisis](#) – 0800 883 300 (for support after rape or sexual assault)

New Zealand Customs & Culture

New Zealanders (also called Kiwis) are friendly, welcoming and enjoy meeting people from other cultures. There is also a Kiwi bird that is unique to New Zealand.

The Māori, New Zealand's first settlers, make up around 15% of the population but there are lots of different ethnic communities living in New Zealand. We have two official languages, English and Māori (Te Reo). English is the main, everyday language. Māori are recognised as the Tangata Whenua (people of the land) of New Zealand. They make up approximately 15% of the population and have a large cultural influence on the nation.



New Zealand Words and Phrases

Here are some typical New Zealand words and phrases:

All Blacks	The New Zealand Representative Rugby Team
Bach (pronounced batch)	A small holiday home
Broke	Without any money
Cop	A member of the Police force
Dairy	A small shop that opens for long hours and sells a wide range of foods and other items
Giddy	Good day – a casual form of greeting
Great/Neat	Wonderful, marvellous, very good
Had it	Tired or in trouble
Haere Mai/Kia ora	Maori for “welcome”
Hang on a minute	Wait
Hard case	Person who is amusing, full of fun or stubborn
Hi	Hello, a casual form of greeting
How're you going?	How are you? NOT “by what method are you travelling?”
Kiwi	A flightless bird; term used for a New Zealander
Mate	Friend or co-worker
Pakeha	A white person
Pudding	Dessert, a sweet meal following a main meal
She'll be right	Everything will be alright
Shout	To give a treat; to buy other's drinks, meals tickets
Spuds	Potatoes
Swot	To study
Tea	Evening meal
Wee	Little

