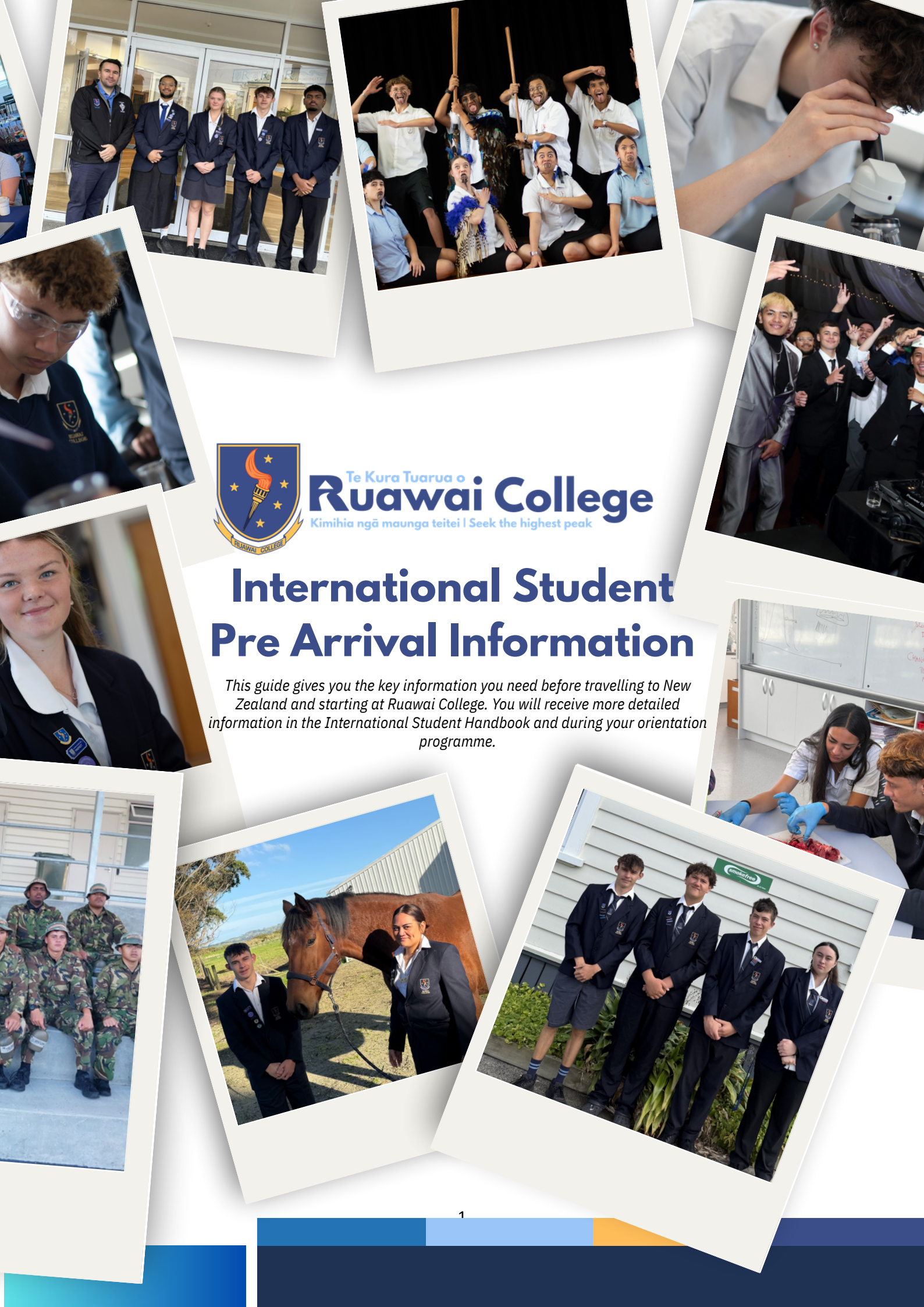




Te Kura Tuarua o
Ruawai College
Kimihia ngā maunga teitei | Seek the highest peak

International Student Pre Arrival Information

This guide gives you the key information you need before travelling to New Zealand and starting at Ruawai College. You will receive more detailed information in the International Student Handbook and during your orientation programme.

BEFORE YOU LEAVE CHECKLIST

- Have you emailed your flight details to international@ruawaicollege.school.nz to ensure we have arranged your airport pickup?
- Make email contact with your host family – introduce yourself and ask any questions you need answered ☺
- Bring your passport 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 device (laptop) to use each day in class. Check the other information page for more info.
- If you bring electrical items, you will need the appropriate adapter plug and voltage converter. The New Zealand power system is 240 volts, 50 Hertz. You can buy an adaptor at Auckland Airport or in Ruawai if you cannot find one 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. Choose which subjects you would like to take: (we cannot guarantee subject choice) Approximate age for each year level

Year 9	Year 10	Yr 11 (NCEA 1)	Yr 12 (NCEA 2)	Yr 13 (NCEA 3)
13/14 Yrs	14/15 Yrs	15/16 yrs	16/17 yrs	17/18 yrs

AUCKLAND



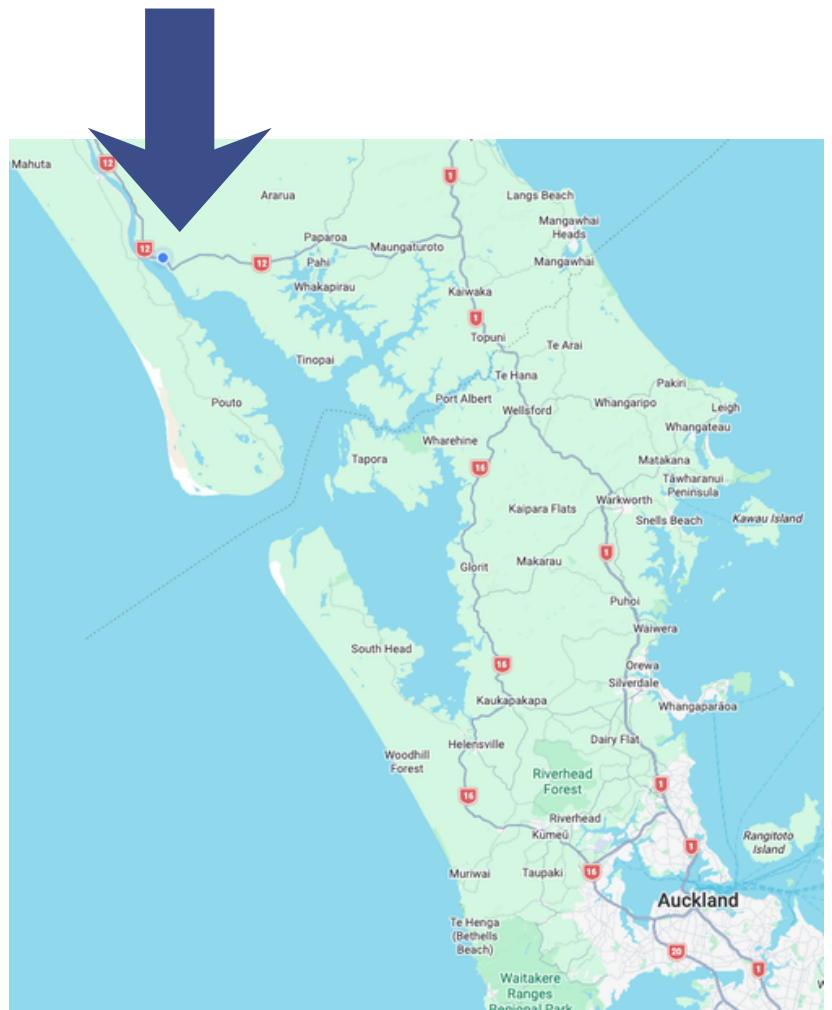
Auckland has a population of about 1.5 million people and is a great study destination. The city is surrounded by two harbours and is called 'The City of Sails'. There are museums, festivals, and markets, lots of cafes, restaurants and shops. Central Auckland is easily accessible from Kaipara.

KAIPARA

Kaipara is a beautiful rural district in Northland, New Zealand, known for its friendly communities, farming, beaches, rivers, and the Kaipara Harbour.

Our school is located in Ruawai, a small rural township surrounded by countryside and close to the harbour. Ruawai College offers a safe, welcoming, and supportive environment where international students are known well by staff and can become part of the local community.

Students can enjoy outdoor activities, local sports, community events, and nearby towns such as Dargaville, with Whangārei and Auckland accessible for wider travel. Kaipara is ideal for students wanting an authentic New Zealand experience in a safe and friendly setting.



WHAT CLOTHES TO PACK

If you are only here for a short time (less than a term), you are expected to wear your own uniform, otherwise you can purchase uniform once your school term starts.

For outside of school clothes. Make sure you have comfortable clothes and shoes. Your homestay will take you exploring in the local area and beyond. A rain jacket is also a good idea. If you are coming in summer – swimming gear/ beach wear is a great idea.

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

Our weather can sometimes feel like 4 season in one day so layering clothes to add or take off at different times during the day is a good idea ☺

- September – November is our **Spring** – temperature ranges from 9 – 19°
- December – February is our Summer – temperature ranges from 14 – 23+°
- March – April is our Autumn – temperature ranges from 12 - 21°
- June - August is our Winter - temperature ranges from 7 - 14°

ARRIVING IN NEW ZEALAND

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

Ruawai College will arrange for someone to meet you at the airport. It could be your Homestay family, your agent or a Ruawai College staff member. They will be waiting in the public arrival area. Please look for the card with your name on it. If you get lost please wait in the McDonald's Restaurant area and we can find you.

Do not leave the airport. If you get lost or cannot see your name on a sign ring the International Students 24 hour phone number 021 260 9989

NEW ZEALAND PASSENGER ARRIVAL CARD 0007 2018

Information collected on this form and during the arrival process is sought to administer Customs, Immigration, Biosecurity, Border Security, Health, Wildlife, Police, Fine Enforcement, Justice, Benefits, Social Service, Electoral, Inland Revenue, and Currency laws. The information is authorised by 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 those 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 turn over for more questions and to sign

New Zealand has strict laws regarding what you can bring into the country to screen out unwanted pests and diseases. You must not bring any animals, insects, fresh foods (including meats and fruit) and some packaged goods. If you are not sure about what you have, declare it and Customs can look at it. You can check on www.customs.govt.nz

It is wise to plan your arrival a few days before school starts. This gives you time to adjust to the new time zone.

All students will be given a NZ Vodafone Sim Card on arrival (if necessary) which can be used immediately to call home to tell your parents you have arrived safely. This is compatible with most phones and is necessary to ensure your homestay can get in touch with you at all times.

HOMESTAY GUIDE



You will have your own room with a bed with sheets and a blanket, desk, lamp, chair, wardrobe or storage for your clothes. Your room is your own space and you are entitled to your 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 you. Do not hang wet clothes in your room. Do not have a shower longer than 5 minutes as most homes have hot water cylinders and this will only last for all members of the family if you stick to this timing. If possible dry your hair in our room and not the bathroom as there may only be one bathroom for the family.



You will have three meals per day:



Breakfast is usually around 7:00 to 8:00am, lunch is usually around 12:00 to 2:00pm, and a cooked evening meal is usually around 6:00 to 8:00pm. Food in New Zealand may be different from what you are used to. Always try the food first. If your host family says “help yourself”, this means you can take the food you want and do not need to wait for someone to serve you. This may feel rude at first, but it is quite normal in New Zealand for students to make their own sandwiches or snacks. At shared meals, wait until your host family starts eating before you begin.

If you would like to cook your own food sometimes make sure you ask if that's alright. Maybe the family would like you to cook your favourite foods for them. Don't forget to clean up afterwards.





When you would like 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 9 pm. 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 New Zealand home, children usually help around the house. You may be expected to have a daily job and share some household duties. If you make an effort to fit into the family, your host family will also make an effort to help and support you.

You are expected to get permission from your homestay family before going out. You must tell them where you are going, who you will be with, how you will get there, and what time you will be home.



Alcohol is not permitted while you are enrolled at our school and studying on a student visa. Under New Zealand law, alcohol cannot be sold to anyone under 18 years of age.



In New Zealand, it is normal for students to walk 15 to 30 minutes to and from school each day.

If your homestay is further away, your homestay family will usually drive you, or you may be able to catch a local bus or school bus to and from school.

If you wish to move homestay families, you must talk to the Homestay Coordinator. They will help organise this process.

Homestay changes are not made regularly and require reasonable notice. Extra homestay moves may result in another homestay placement fee being charged.

ORIENTATION PROGRAMME

The orientation programme will include a Mihi Whakatau (a traditional Maori welcome), school Tour, rules and regulations, subject choices, support services at school, uniform and photos for your Student ID card.

You will need to bring your passport and your insurance details (if not purchased through school) on your first day.

You will be expected to wear your own school uniform if you are here for under 1 term. For longer term students you are expected to Hire or Purchase Ruawai College Uniform. If you are purchasing uniform we will have time on your first day to do this, please bring funds to purchase this. Our uniforms are sold via our front office. Please advise us before arriving should you wish to hire uniform for the duration of your stay.

Orientation Programme

ORIENTATION SCHEDULE

ORIENTATION WILL TAKE PLACE AT SCHOOL WHEN YOU ARRIVE

Below is an approximate schedule of events on the day:

9:00AM to 9:30AM - Arrive to Ruawai College a mihi whakatau may take place

9:30AM to 9:45AM - Introductions and Welcome

9:45AM to 11:00AM - Wi-fi & Google Account Set-up

11:00AM to 11:45AM - School Tour

11:45AM to 12:15PM - Lunch Break

12:15PM to 1:45PM - School Rules & Information

1:45PM to 3:00PM - Q&A Session + Kahoot Game



THE NEW ZEALAND TEACHING AND LEARNING ENVIRONMENT

Learning in New Zealand may be different to what you are used to in your home country.

Students participate in their learning – i.e. teachers and lecturers may expect you to ask questions of them and provide ideas for discussion. Don't be

afraid to ask questions. **We encourage you to ask questions** 😊 please come to the international office if there is anything that you don't understand or which is worrying you about school. The national qualification in the senior school is **NCEA**. For more information on the NCEA and about university entrance please go to <http://www.nzqa.govt.nz/about/index.html>.

(For more information on New Zealand education, please go to www.minedu.govt.nz)

ATTENDANCE

Part of the student visa conditions is that you attend school every day. This is reported back to immigration on reapplication for subsequent visa terms. If you are absent from school your homestay needs to notify the school absence line on your behalf before school commences for the day. If your absence is not justified by the homestay family you will be marked as Truant and you will be called in to meet with the International Director about this. Should your truancy continue your agent and family will be notified. You must stay within school grounds at all times once you arrive for your first class, this is to ensure your safety should we have an emergency situation and need to find you. If you are going offsite with a teacher and the rest of your class (or a sports team etc) you will be marked present but offsite in our records.

CODE OF PRACTICE 2021

Ruawai College has agreed to observe and be bound by the Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021. The Code sets out the care and support that education providers must give to international learners while they are studying in New Zealand.

The Code is available in a range of languages, including Arabic, Chinese, German, Hindi, Japanese, Korean, Portuguese, Spanish, Thai, and Vietnamese.

Please visit the NZQA website to read or download a copy:

<https://www.nzqa.govt.nz/providers-partners/education-code-of-practice/>

BYOD (Bring your own device)

All learners are expected to bring their own device to use each day to improve engagement in their learning

Minimum specifications for these devices are as follows:

- Wireless networking capability using 802.11g or n
- 5 hours of use from one battery charge
- Large screen (7.9 inches minimum) enough to work with documents in order to create and edit content
- The ability to run a web browser (e.g. Chrome, Firefox, Internet Explorer) that will allow it to access Internet and other learning resources
- The school will provide an account for Office 365 for all students. This can be installed on up to five devices and will give access to all MS Office 365 in a web browser or on their device.
- Touch screen and stylus capability
- Is lightweight, but robust enough to handle daily use
- Is in a protective carrying case
- Given the above guidelines we suggest you seriously consider using a **full function Windows laptop**.

LUNCH

Your Homestay family will provide you with lunch. They will help you become independent in making this for yourself so you can choose foods that you would like to eat. If there is specific foods you would like to have available for your lunch please ask your homestay. If you choose to purchase your own lunch we have a school canteen that is open morning tea and Lunchtime.

EXAMS

All International students are expected to do the internal exams even if they are not doing NCEA. This helps their teacher monitor and report on their academic progress. The internal exams are held in September for about 6 days. All senior students (yr 11, 12 and 13) will be on Study leave during that time and are only required to attend when they have an exam. Any senior student who is not doing NCEA exams in November/December will be expected to attend our End of Year Activities unless prior approval is given to return home.

ACADEMIC PROGRESS

For any matters regarding your academic progress please contact the International Director either in person or by email to international@ruawaicollege.school.nz

STUDENT SUPPORT SERVICES

The following staff are available for assistance and support for International Students

Ms O'Sullivan – Director of International Students

Ms Cranch – ESOL Teachers

Mrs Smith (Alexandra) – Guidance Counsellors

Katie Ward – Careers advisors

School Nurses office – Book through front reception.

UNIFORM

Uniform **MUST** be worn at all times. This can be your own uniform from your school at home if you are a short term (less than 1 term) student. We have uniform that can be hired if needed at \$150 per term. **No extra jackets, jerseys or track pants to be worn under or over the uniform.**

SMOKING

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

INTERNET

You will be issued with a username and password for the school WIFI and Intranet during your Orientation programme.

STUDENT ID CARD

These are your school identification with your name, photo and Birthdate. They are used within the school for student photocopying and printing and can also be used for student discounts at local cinema, bus and train tickets and other student discounts offered throughout New Zealand.

RUAWAI COLLEGE INTERNATIONAL TRAVEL POLICY

International students may wish to take advantage of opportunities to travel while they are in New Zealand. Ruawai College takes its responsibility for student safety and wellbeing seriously and has clear travel guidelines for all international learners.

Students should not apply for leave for personal travel during school time unless there is a compelling reason. This may include a visit from parents, an event organised through an approved agent, travel as part of a host family activity, or participation in an approved school trip. Under the Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021, Ruawai College has an obligation to ensure that international learners are safe, appropriately supervised, and staying in suitable accommodation while travelling. All travel leave must be applied for at least two weeks in advance. The application must include signed permission from parents or legal guardians and a completed travel request form. Leave will not be granted if the student's parent, legal guardian, agent acting as guardian, or the school does not give approval. All travel must be with an approved organisation, approved adult, approved school group, or the student's homestay family. Students must not make independent travel arrangements without school approval. If a student travels without approval, or travels after approval has been declined, this will be treated as a serious breach of school expectations and may result in disciplinary action.

SPORTS AND ACTIVITIES OUTSIDE THE CLASSROOM



Taking part in sport and other school activities is a great way to make new friends and take advantage of all that the school has to offer. These can range from musical groups to helping with school events to playing sport. Please remember that sport is seasonal. You can talk to the international office for ideas of things to do.

PLEASE HAVE A READ OF YOUR INTERNATIONAL HANDBOOK

The international handbook has a more comprehensive set of expectations and guidance. This is a must have document.

The handbook provides detailed information about studying at Ruawai College, including school expectations, support services, accommodation, safety, rights and responsibilities, and important policies. Students should read this alongside the Pre Arrival Information guide.

