Hello and welcome to the Homework Club Holiday Programme!

Thank you for your booking.

The direct number during the programme for bookings/cancellations is: 021 274 1964.

We are located in the school hall/Te Pokai, please see our map below.

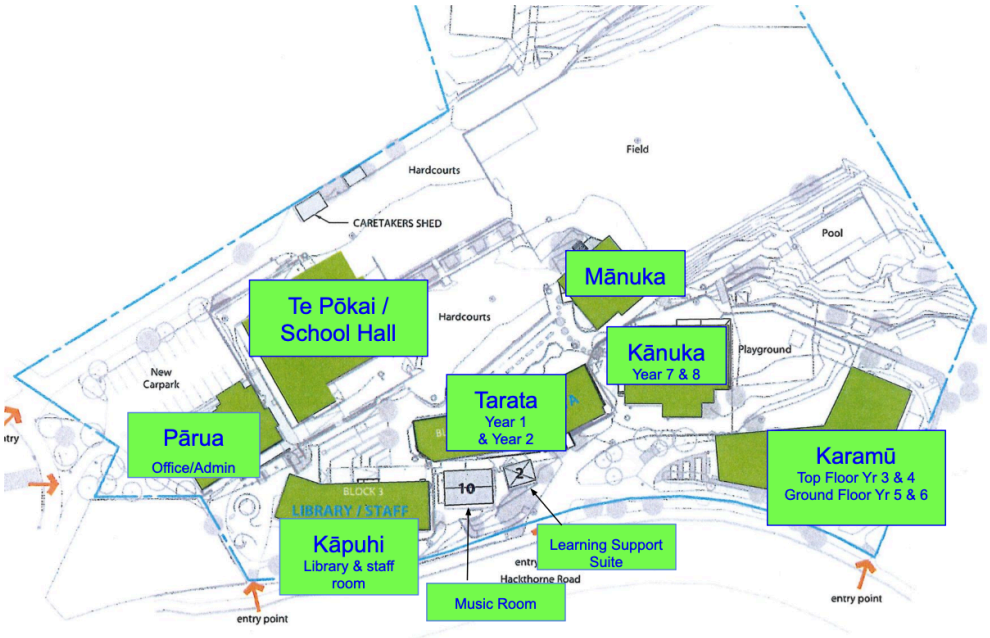
Just a reminder of our terms: All bookings are to be made 2 weeks before the programme begins, any bookings or changes after this date will be subject to the below administration fee:
- A $10 administration fee will apply to ANY booking after this date and will include changes to a booking, including adding or swapping days.
- Full charge for all cancellations

Behaviour plan: we have a behaviour plan and appreciate your support with this.
This is part of your enrolment form and our supervisor is happy to discuss with you at any time.

To bring:
Sensible clothing and footwear for the activities.
Morning tea, lunch, afternoon tea and a drink bottle, reminder we are nut free
Spare change of clothes
Warm clothing and a jacket/sunscreen and a hat in the warmer months.

Any further questions please do not hesitate to get in touch.

Ngā mihi
The Homework Club



Behaviour Indicators	Consequences	
Green Zone	The Fantastic 50 Chart/Spin the Wheel	
All children start at Green Behaviour every day	Names will be added to chart,	
Staff will encourage all children to stay at this level.	when complete a number	
The Homework Club Four Rules will apply:	will be called for a lucky treat	
Listen to the adults	and also treat for most names	
Respect the property		
Use kind words only		
Keep your hands and feet to yourself		
Yellow Zone - Behaviour 1	**3 warnings a day = reflection sheet**	
When a child causes minimal disruption	Verbal apology from child	
Examples:	Verbal warning from staff	
Calling out, not listening, talking back, using unkind		
words		
Orange Zone - Behaviour 2	**3 reflection sheets a full week/2 reflection sheets part week =**	
3 Yellow in one session = Orange Behaviour	Mediation/talk to staff	
When a child persists in yellow behaviour	Reflection Sheet	
More serious disruptions or distractions		
Examples:		
Bullying or bothering others, verbally disruptive,		
Inappropriate or unwanted physical contact,		
Not listening or respecting the staff		
Red Zone - Behaviour 3	**3 serious incidents a term (includes H.P) = exclusion**	
3 Orange in one full week/2 reflection sheets part week =	Mediation/talk to staff	
When behaviour is effecting the smooth running of	Serious Incident Sheet	
the Homework Club or when a situation occurs that	May result in temp exclusion	
causes serious disruption, distraction or distress		
Examples:		
Damage to property, Stealing, Defiance Behaviour		
Black Zone - Behaviour 4	Permanent Exclusion	
3 Red in one school term and holiday progamme = Black		
When a staff member feels they are unable to restrain		
a child and the other child's safety is compromised		
Examples:		
Intentionally leaving the group, acts of violence,		
Aggressive, sexualised or threatening behaviour or		
Please Note:		
Children may jump from Green or Yellow Zone straight to		
Red Zone at the Holiday Programme will result in exclusion		
The Supervisor will let parents know if their child has had a		
The Supervisor will discuss with the Manager when a child		
The team will work together with consistency and will		
Any act of defiance, deliberate violence or any sexualised act will result in Black Behavour= Permanent Exclusion.		
*In situations where a child's behaviour is deemed to be extremely disruptive, the Supervisor can confirm Red or Black Behaviour at any time.		
3 yellow in one day = Orange Zone		
3 orange in one week/2 orange part week= Red		
3 red in one term (includes holiday programme) =		
	December 2025	