



2025 Student Information

We are looking forward to starting the 2025 school year. We would like to extend a special welcome to our new families joining our Southwell community and look forward to reconnecting with our returning students after their summer break.

Below is important information for both **new & returning students**, please carefully review each section of this letter.

New Student Day

This day is for all **new students** starting Southwell in Term 1, 2025. New Student Day will be held on **Thursday 30 January 2025**.

[Please click here for the New Student Day Programme](#)

Boarding Students

New Boarding Students report to school on **Wednesday 29 January 2025** between 3pm and 4pm. They will spend their first night in the boarding house that night, ready to attend the New Student Day the following day on Thursday 30 January 2025 (programme linked above).

Tea/Coffee is available at the boarding precinct for parents/caregivers settling their children into the boarding house that afternoon.

Returning Boarding Students report to school on **Thursday 30 January 2025** between 3.30pm and 5pm.

Further information will be supplied to Boarding families from the boarding house staff.

Boarding queries can be directed to:

Head of Girls Boarding, Liz Donald liz.donald@southwell.school.nz

Head of Boys Boarding, Keith Rees-Gibbs keith.rees-gibbs@southwell.school.nz



Stationery

Stationery is provided within the classroom. Students do not need to purchase stationery for the start of the school year.

Device Purchase - Y7/8 Only

New students coming in to Year 7 or Year 8, as well as **returning students** moving through to Year 7 will need to purchase their own device for e-Learning.

[Please click here for BYOD Device Information](#)

Students need to arrive at school on the first day with their devices

Queries in relation to device purchase can be directed to our IT Department

online@southwell.school.nz

Uniform

Students will wear summer uniform for the start of the school year. Summer uniform is: Grey short sleeve shirt/blouse, tie, blazer, grey shorts/culottes, sandals & Southwell sunhat.

Please ensure ALL uniform & items coming to school are clearly named (including shoes, drink bottles, ties etc).

All **new students** should have booked their **new student** uniform fitting to purchase their uniform ready for the start of the school year. **New Student** appointments will run from mid November 2024, to late January 2025.

[Please click here for New Student Uniform Booking.](#)

The uniform shop will reopen to **returning students** from Tuesday 28 January 2025 (9am-4pm) - no appointment needed. The uniform shop will return to "normal school hours" from Thursday 30 January 2025 (8am-4pm).

Uniform queries can be directed to the Uniform Shop Manager, Tess Benseman

uniform@southwell.school.nz



Sports

Sport is an important aspect of our all-round Southwell Education. Summer sports will begin in Term 1, 2025. Selecting and participating in sport is compulsory for Year 5-8 students.

All **new & returning students** will need to complete their sport selections below for 2025. Any existing selections for 2024 will conclude at the end of the 2024 school year. 2025 sports selections need to be completed by **27 January 2025**.

[2025 Year 1 Sports Options - Term 1](#)

[2025 Years 2-4 Sports Options - Term 1](#)

[2025 Years 5-6 Sports Options - Term 1](#)

[2025 Years 7-8 Sports Options - Term 1](#)

Sports queries can be directed to the Sports Department Administrator, Cathy Bagley

cathy.bagley@southwell.school.nz

Itinerants Music, Speech & Drama

The Performing Arts are an important part of the core education here at Southwell. There are extensive opportunities available for all students to participate in, both inside and outside of the classroom. These include a variety of instrumental groups, choirs and the availability of quality itinerant teaching experiences in Music and Speech & Drama.

The Performing Arts itinerant lessons available are delivered by highly qualified, experienced instructors. Interested students can choose from individual or group sessions.

Current 2024 enrolments will end at the close of the school year. **New and returning students** interested in enrolling for 2025 should submit their selections by **27 January 2025** to start lessons the following week. Enrolments are accepted throughout the year.

[Please click here for more details about the Performing Arts Department and to access an enrolment form for Music and Speech & Drama lessons.](#)

Queries can be directed to the Performing Arts Administrator, Kerry Jurgensen

kerry.jurgensen@southwell.school.nz



SOUTHWELL SCHOOL

Est. 1911

Southwell School Office/Management Centre

The office/management centre will be closed from 3pm Friday 20 December 2024 and will reopen at 9am Monday 13 January 2025.

Southwell School App

New families will receive an activation link to setup their Southwell School login in the week of 20 January 2025. This login will be used for the Southwell School App and for the Parent Portal on our website. The app has important features for daily school life, timetable, absence notification, term dates and more.

Returning families the Southwell School App will be undergoing maintenance over the Christmas & New Year Break which means that aspects of the Southwell School App such as your child's timetable, E-Forms, and student profiles will be unavailable over the holiday period.

Returning families requiring a password reset, can contact the ICT Department.

Queries in relation to the Southwell School App can be directed to our ICT Department

online@southwell.school.nz

Annual Consent Form

All families will be emailed a link to access an Annual Consent Form during the week of 20 January 2025. The consent form is required to be completed before a student's first day at school.

Medical Form

All **new students** will receive an emailed medical form from the School Nurse in the new year. This medical form needs to be completed and returned by 20 January 2025.

Returning students will receive an email link in late November to update their child's profile through the parent portal.

Queries in relation to students medical needs while at school can be directed to the School Nurse sheryl.thomas@southwell.school.nz



2025 Classes

New & Returning Families will receive an email from the ICT Department, in the week of 20 January 2025, letting them know that the Southwell School App is LIVE for 2025.

Your child's classroom & homeroom teacher information will be viewable on the student profile screen.

Queries in relation to this placement can be directed to Mrs Keryn Bindon for Year 0-5 keryn.bindon@southwell.school.nz or Mr Pete Walch, Deputy Headmaster for Year 6-8 peter.walch@southwell.school.nz

After School Care

The after school care programme runs every school day from 3.30pm – 5.15pm and is supervised by Southwell Staff.

For Year 0-4 students, this programme is held in the Junior building. For Year 5-8 students, this programme is held in the Library. Students will receive an afternoon tea snack.

Students sign in on a casual basis for \$12 per day. This charge will be loaded to your account.

[Please click here for After School Care Information Sheet](#)

After School Care queries can be directed to the school office office@southwell.school.nz

School Lunches

The school kitchen provides a lunch option for the children each school day.

The [lunch menu](#) is published each week on our website & the school app.

Casual Lunch: Lunches can be purchased on a casual basis at \$9 per day. Students or families can add the student's name to the list at the front on the dining room. The charge will be loaded to the family account.

Permanent Lunch: Students can receive daily lunch on a termly basis. The cost is \$340 per term, which is charged to your school account at the start of each term. To order the permanent lunch option for Term 1, please complete the E-Form via the Parent Portal or Southwell School App during the week of 20 January 2025.

Lunch queries can be directed to the school office office@southwell.school.nz



SOUTHWELL SCHOOL

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Bus Service

There is a Southwell School Bus that provides a bus service to and from the Cambridge Avantidrome & Tamahere School. This is a termly charge that will be loaded to your family account.

Further information and bus sign up will be emailed to Tamahere/Cambridge families in the new year.

[Please click here for the bus route & timetable](#)

Bus service queries can be directed to the school office office@southwell.school.nz

Further Information:

We encourage you to carefully review each of the links within this newsletter. We also encourage families to familiarise themselves with our website [Everyday at Southwell](#).

You can also follow our Facebook & Instagram pages to keep up with "*what's happening at Southwell*".

Contact:

If you have any questions in relation to this letter or your child's start at Southwell, please do not hesitate to contact the Registrar, Becky Russell becky.russell@southwell.school.nz