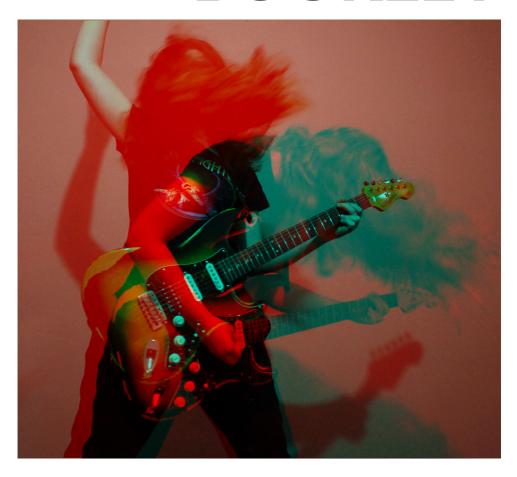
NEW STUDENT BOOKLET



2022

Name:	
Year Level:	
Whanau Class:	

House:

HOW TO USE THIS BOOKLET

- Write your name on the front cover
- · Add your HGHS timetable

CONNECTIONS 2022

• Read all the information as it has been carefully selected to help guide you through the school year

Name:	
Whanau Class:	Whanau Teacher:
Whanau Room:	House:
Year Level Deans:	
House Leader:	
If absent from school, contac	t: absences@hghs.school.nz
COMPUTER LOGIN D	DETAILS
User name:	

TERM DATES FOR 2022

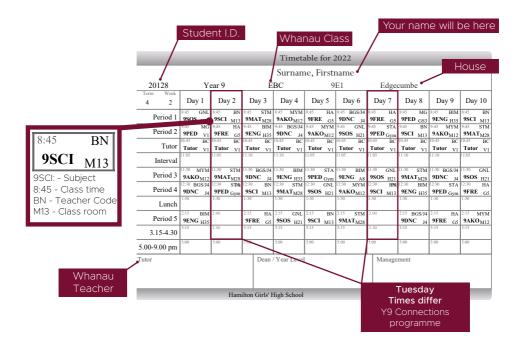
Term 1: 2nd February - 14th April
Term 2: 2nd May - 8th July
Term 3: 25th July - 30th September
Term 4: 17th October - TBC

DAILY BELL TIMES

Mon, Wed, Thurs, Friday		Tuesday Only		
Period I	8.45am	Period I	8.45am	
Period 2	9.45am	Period 2	9.45am	
Whanau Time/Assembly	10.45am	Tutor Time	10.45am	
Interval	11.05am	Interval	11.10am	
Period 3	11.30am	Period 3	11.30am	
Period 4	12.30pm	Period 4	12.30pm	
Lunch	1.30pm	School Finishes	1.30pm	
Period 5	2.15pm	Y9 Connections	1.20 2.15	
School Finishes	3.15pm	Programme/Lunch	1.30pm - 2:15pm	

DECODING YOUR TIMETABLE:

Below is an example of a timetable and how to read it. This does not have your information on it.



CORE CLASSES (ALLYEAR)

Ask your Connections leader to help you fill in this table to help you decode your timetable. One line has been done as an example.

Subject	6.1.	Teacher	<u>.</u> .	
code	Subject	code	Teacher	room
9MAT	Maths	RF	Mrs Rolfe	M11
	<u> </u>			

OPTIONS - FIRST HALF OF THE YEAR

Subject code	Subject	Teacher code	Teacher	room

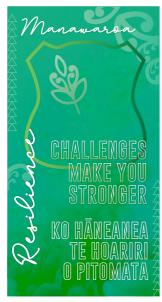
OPTIONS - SECOND HALF OF THE YEAR

Subject code	Subject	Teacher code	Teacher	room

Day 10									
Day 9									ТЕАСНЕК
Day 8									WHANAU TEACHER
Day 7							Υ9 Connections		
Day 6									
Day 5									DEAN
Day 4									DE
Dау 3									
Day 2							Y9 Connections		
Day I									TEACHERS
	Period I	Period 2	Tutor	Interval	Period 3	Period 4	Lunch	Period 5	F

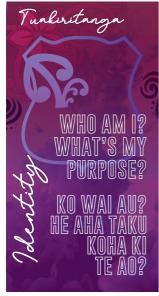
HAMILTON GIRLS' HIGH SCHOOL VISION

EMPOWER YOUNG WOMEN TO DARE TO EXCEL AS INNOVATIVE INDIVIDUALS WHO ARE GLOBALLY CONNECTED.

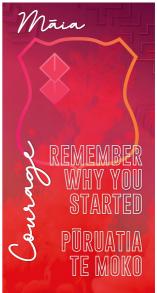












HGHS VALUES



the quality of being outstanding or extremely good.

Sounds like...

- "I have..."
- succeeded
- accomplished

Looks like...

- Attending classes
- ·Showing up for commitments
- ·A tidy uniform

Feels like...

- Pride
- Success
- Winning



the ability to do something that frightens one; bravery.

Sounds like...

- "I will..."
- •try my best
- persevere

Looks like...

- Contributing to classroom discussions
- ·Working with others beyond your peer group
- ·Standing up for yourself and others

Feels like...

- Bravery
- ·Inner strength
- Uncertainty



a strong desire to know or learn something.

Sounds like...

- "What if I..."
- investigate
- experiment

Looks like...

- Asking questions
- ·Searching for answers
- Wide-eyes

Feels like...

- Investigation
- Growth
- Independence



the fact of being who or what a person is.

Sounds like...

- "I am..."
- •part of the community
- ·a citizen of the world

Looks like...

- ·Personal style
- ·Cultural taonga
- Myself

Feels like...

- •Home
- Acceptance
- •Me



noun

the capacity to recover quickly from difficulties; toughness.

Sounds like...

- "I can..."
- overcome
- •get back up

Looks like...

- ·Learning from mistakes
- · Editing and resubmitting work
- ·Perseverance in the face of difficulty

Feels like...

- Coping with disappointment
- Not giving up
- Strength



the use of imagination or original ideas to create something; inventiveness.

Sounds like...

- "Imagine if I..."
- •tried it in an alternative way
- ·looked at this differently

Looks like...

- · Innovative designs
- Originality
- Inventiveness

Feels like...

- Self-expression
- Authenticity
- Imagination

HGHS LEAVER ATTRIBUTES

HGHS LEAVER PROFILE

HGHS learners will be passionate, life-long learners who are:

- Curious
- Agile thinkers
- Collaborative
- Innovative and creative
- Resilient
- Effective and purposeful communicators
- · Empathetic and community-minded

VISION

"Empower young women to dare to excel as innovative individuals who are globally connected"

EXCEL

verb

be exceptionally good at or proficient in an activity or subject.

Students excel when they...

- · Strive to reach their full potential
- · Aim high and work hard
- · Persevere through difficulties
- · Are allowed to fail successfully

DARE

verb

have the courage to do something.

Students are daring when they...

- · Speak up for themselves and others
- · Have the courage to try
- · Work towards their personal best
- · Push their goals to the limits

INNOVATIVE

adjective

introducing new ideas; original and creative in thinking.

Students are innovative when they...

- Have the freedom to be creative
- Try new approaches
- · Are pushed out of their comfort zone
- · Are encouraged to be imaginative and collaborative

EMPOWER

verh

make someone stronger and more confident, especially in controlling their life and claiming their rights.

Students are empowered when they...

- · Take responsibility for their own learning
- · Are able to take risks
- · Participate in the school community
- · Learn about and take part in civic duties

GLOBALLY CONNECTED

adjective

be connected to the international community.

Students are globally connected when they...

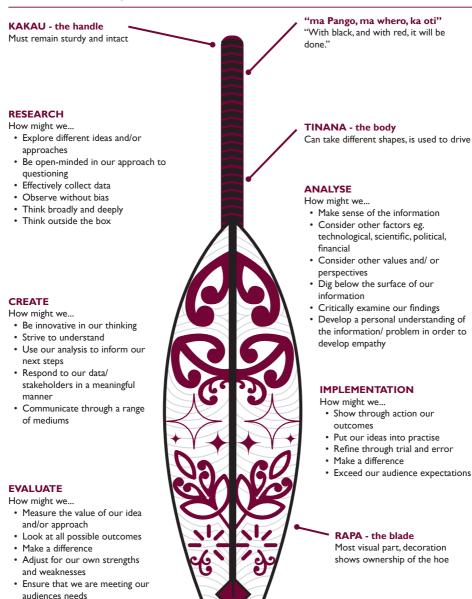
- · Are socially aware of their place in the world
- · Have empathy for others
- Use technologies to make connections with the wider world.
- Are conscious of the world beyond themselves and New Zealand



· Show validity in our sources

HGHS LEARNING DESIGN MODEL

The paddles (hoe) of a waka are used for steering, and propulsion. Students and teachers use these concepts as a way to steer and move forward with their learning.



KOINGA - the tipPoint of impact

PB4L AT HGHS





Willing to Learn

Interact with Respect

Strive to Understand

Engage to Achieve

"A WISE woman shapes her own destiny"

WILLING TO LEARN



- Punctual to class
- Correct gear and equipment
- Homework completed
 - Listening attentively
- Asking thoughtful questions
- Willing to try/master a new skill
 - Following instructions
 - Team Work
- Applying feedback/ feed forward
- · Engaging in a "Learning Conversation"

Hamilton Girls'high School is a Positive Behaviour for Learning School (PB4L)

INTERACT WITH RESPECT



- Using manners
- Listening and paying attention to others
 - •Wearing uniform with pride
 - Offering to help another
- · Being culturally aware/sensitive Being encouraging
 - Being inclusive
- Picking up litter
- Caring for our environment

STRIVE TO UNDERSTAND



- Showing compassion/empathy
- Respecting and accommodating cultural practices
- Being tolerant
- Being a great friend
- Being aware of/sensitive to the needs of others
- Putting others before self

Hamilton Girls' high School is a Positive Behaviour for Learning School (PB4L)

ENGAGE TO ACHIEVE

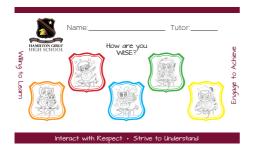


- ·Setting high goals and personal standards
 - Aiming for personal excellence
 - Participating fully
- Self-directed learning
- Assisting another student Attending tutorials
- Leading learning
- Working collaboratively
- Mastering new concepts

Hamilton Girls' high School is a Positive Behaviour for Learning School (PB4L)

Hamilton Girls'high School is a Positive Behaviour for Learning School (PB4L)

AFFIRMATION CARDS - How do they work?





- Display your Student Affirmation Card (WISE card) on your work space at the start of each lesson
- Find out from your teacher what behaviour(s) they are looking for to earn a signature
- 3. Be **WISE** and collect 10 signatures from your teachers
- Return your completed WISE card to your whanau teacher
- 5. Collect another card and repeat

RECOGNITIONS

As you complete multiple cards in a year, be WISE and get recognised. You will be the awarded following:

2 cards completed in a year
5 cards completed in a year
7 cards completed in a year
10 cards completed in a year
25 cards completed in a year
40 cards completed in a year
5 cards completed in a year
40 cards completed in a year
5 cards completed in a year
6 WISE Bronze Certificate
6 WISE Bold Certificate
7 WISE Badge
7 Special recognition
7 Special recognition
8 Special recognition

You earn a different WISE badge each year.

PRIZES

Every card completed in a term goes in a draw to win a prize. The more cards completed in a term, the more entries you will have!

TUTOR COMPETITION

All cards completed in a whanau group each term will be counted up by the House Leader. The three whanau groups with the most WISE cards in each house will be awarded Bronze, Silver and Gold certificates to display. They will also receive points towards their house inter-tutor competition.

THE HAMILTON GIRLS' HIGH SCHOOL WAY

Respect:

 Respect for self, respect for others and respect for our environment

Tolerance:

- Accept that other people are different from you
- · People change, give them a chance

Watching the words:

- Always be polite "Please"
- Be appreciative "Thank You"
- · Say "Sorry" and be sorry
- · Keep your words kind
- Express disagreemnet calmly and reasonbly

Putting problems right:

- · Take a stand against unkind behaviour
- Include people; welcome newcomers
- · Try to solve problems constructively

Expectations:

At Hamilton girls' High School All Students Can Expect to:

- · Feel safe and secure
- Be treated with friends, respect and without prejudice
- · Have others respect their property
- Be listened to
- Have a good education in a healthy and positive environment

Responsibilities:

At Hamilton girls' High School All Students Can Expect to:

- · Respect the safety of yourself and others
- Treat everyone with fairness, respect and without prejudice
- Look after and respect property and the property of others
- Listen and try to understand what others are saying
- · Come prepared and do your best
- · Be positive and cooperative

BULLYING IS NOT ACCEPTABLE

Bullying is when someone likes to:

- · Have power over you
- · Hurt you with their words and actions
- Do the action again and again, sometimes without reason

Bullying is not tolerated at Hamilton Girls' High School

- · We all have the right to feel safe
- · We take action to stop bullying
- · Our teachers take bullying seriously
- · Reporting bullying is being responsible

Responsible reporting is when...

- The problem is serious and you need the support of others
- You feel worried and you cannot handle the problem yourself

Report your concerns and incidents. Email your Dean so we can repair the harm and provide a safe school.

MAKE SURE YOU KNOW WHO THESE PEOPLE ARE:

- Principal (Tumuaki)
- Deputy Principal (Tumuaki Tuarua)
- Deans
- Whanau Teacher
- · Guidance Counsellor
- Student Receptionist

POSITIVE BEHAVIOUR FOR LEARNING (PB4L):

W Willing to learn

I Interact with respect

S Strive to understand

E Engage to achieve

CYBERSAFETY RULES

- I. Students are required to sign a use agreement before using school Information Communication Technology (ICT) equipment.
- 2. Use of any Information
 Communication Technology
 (ICT) must be appropriate
 to the school environment.
 - **2.1** For educational purposes only. The school's computer network, Internet access facilities, computers and other school ICT equipment/devices can be used only for educational purposes appropriate to the school environment.

Unacceptable use could include acts of a malicious or nuisance nature, invasion of privacy, harassment, bullying, hacking, taking photos or footage without permission, live streaming, altering the settings on any ICT device or equipment without authorisation, plagiarism, gaming, impersonation/identity theft, spoofing, gambling, fraud, copyright infringement, or cheating in an examination. DO NOT USE CHAT ROOMS AT THE SCHOOL OR THE HOSTEL.

- **2.2** Privately-owned ICT. Use of privately-owned/devices on the school site, or at any school-related activity must be appropriate to the school environment. This includes any images or material present/stored on privately-owned/devices brought onto the school site or to any school-related activity (such as, notebooks, mobile phones, USB drives etc).
- **2.3** Responsibilities regarding access of inappropriate or illegal material. When using school ICT, or privately-owned ICT on the school site or at any school-related activity, users must not:
- initiate access to inappropriate or illegal material
- save or distribute such material by copying, storing or printing.

In the event of accidental access of such material, users should:

- I. not show others
- 2. close or minimise the window
- 3. report the incident to a teacher immediately
 - **2.4** Misuse of ICT. ICT must not be used to facilitate behaviour which is either inappropriate in the school environment or illegal, this includes usage at Sonninghill.

3. Individual password logons (user accounts).

- **3.1** Individual user name and passwords are required and must be kept confidential.
- **3.2** Access by another person. Users should not allow another person access to any equipment/device logged in under their own user account.

4. Disclosure of personal details

4.1 IFor personal safety, users should be very careful about revealing personal information about themselves, such as home or email addresses, or any phone numbers including mobile numbers. Nor should such information be passed on about others.

5. Care of ICT equipment

- **5.1** All school ICT equipment should be cared for in a responsible manner. If ICT equipment is damaged, it may be necessary for the school to inform your parent/legal guardian/caregiver. Your family may have responsibility for the cost of repairs or replacement.
- **5.2** Any damage, loss or theft must be reported immediately to senior management.
- **5.3** You should use data storage devices such as USB drives, only in accordance with school regulations.

6. Wastage

6.1 All users are expected to practise sensible use to limit wastage of computer resources or bandwidth. This includes avoiding unnecessary printing, and unnecessary Internet access, uploads or downloads, including photographs and large graphics.

7. Connecting software/hardware

7.1 Users must not attempt to download, install or connect any unauthorised software or hardware onto school ICT equipment, or utilise such software/hardware. This includes wireless technologies.

8. Copyright and licensing

8.1 Copyright laws and licensing agreements must be respected.

9. Posting material

- **9.1** All material submitted for publication on the school Internet/Intranet should be appropriate to the school environment.
- **9.2**There is only one official website relating to the school www.hghs.school.nz. Students need permission to contribute material to the school Internet/Intranet site. As well, there should be no student involvement in any unofficial school Internet/Intranet site which purports to be representative of the school or of official school opinion.

10. Monitoring

- **10.1** The school reserves the right at any time to check emails, work or data on the school's computer network, Internet access facilities, computers and other school ICT equipment.
- **I 0.2** If there is a suspected breach of this use agreement, involving privately-owned ICT, the matter may be investigated by the school. The school may ask to check or audit that ICT equipment/device as part of its investigation into the alleged incident.

10.3 The school may use Fotrinet, teaching staff or approved students to monitor students working on the internet.

11. Consequences

11.1 Depending on the seriousness of a particular breach of the use agreement, an appropriate response will be made by the school. Possible responses could include one or more of the following: a discussion with the student, informing parents/legal guardian/ caregiver, loss of student access to school ICT for a period of time, taking disciplinary action. If illegal material or activities are involved, it may be necessary for the school to inform the police.

12. Mobile phones. Cybersafety rules also apply to mobile phones. Mobile phones must not be used for involvement with inappropriate material or activities, such as:

- **12.1** Upsetting or harassing students, staff and other members of the school community even as a 'joke'.
- 12.2 Inappropriately using or taking photos or video footage, messages or chatting, web browsing, images or any other functions. Live streaming is unacceptable at school.
- **12.3** Having a mobile phone/device accessible during any assessment.

13. Students need permission from staff to:

- **13.1** Use storage devices to back-up work or to take work home/back to school. (It is likely the school will need to check any storage device for such things as viruses.)
- **13.2** Print material when in the classroom situation. Any material printed out of class must be appropriate in the school environment.

ICT QUICK TIPS:

Use hghs.schoology.com to quickly sign into Schoology

The omnibox (at the top of a web browser) can be used to search google, go directly to a website using a URL or even do sums!



Use the star at the end of the omnibox to create a bookmark, organise your bookmarks on the bookmark toolbar by right clicking then "create folder".

Use this to keep track of good websites you've used in your research or websites you visit regularly.

ADVICETO STUDENTS - WHAT TO DO IF...

You have a query/concern

In the first instance parent/caregivers should contact/email your Whanau Teacher. If further information is needed then they will involve the Year 9 Dean for pastoral concerns and learning needs, the classroom teacher for subject concerns, the Head of Department for curriculum concerns and the Guidance Team for confidential matters.

You are unable to come to school

Your parent/caregiver must phone the office absence line prior to 9.00am each day of the absence or email absences@hghs.school.nz

You have been absent

Ensure your parent/caregiver explains your absense by emailing absences@hghs.school.nz

You are late to school

Please go straight to class.

You are ill at school

Get a sick note from the class and go to Health Clinic.

You have an appointment during school time

Ensure the school has been notified in advance. Report to Student Reception. Sign out and sign in on return.

You have a request for leave

Parent/caregiver writes a letter to your Dean.

You have an accident

Report to the Health Clinic. Complete an incident form.

You change address or phone number

Let Student Reception know immediately.

You would like to see the Counsellor

Email counsellors@hghs.school.nz

You feel bullied/unsafe

Email your Dean or visit the deans office.

You have information

Pass on confidential information via your Whanau Teacher or Dean.

You have something confiscated

Confiscated property can be reclaimed by a parent or as instructed by your Dean.

You want to be involved in school activities

Watch daily notices and ask your Whanau Teacher.

You lose something that belongs to you

Report your loss to Student Reception. You are able to check lost property. Please name ALL your gear so that lost property can be returned.

Something is stolen from you

Let your teacher know immediately and report it to your Dean. Make sure you have serial numbers of property where applicable i.e. iPad, mobile phone.

You cannot wear the correct uniform

Report to your dean.

You have to bring something valuable to school

Take it to the office where it will be kept safely for you. Make sure it is clearly labelled with your name and Whanau Class. Do not carry large sums of money with you.

HGHS UNIFORM EXPECTATIONS AND REQUIREMENTS

The appearance of our young women is an important aspect of school life for setting and maintaining standards. The expectations are clearly outlined below and in the School Rules.

All students are required to wear school uniform.

Hamilton Girls' High School's expectations regarding school uniform is based on integrity, identity, and pride. We need your support in ensuring your daughter/s are in correct uniform each day. A clear guide of the uniform requirements during the school terms can be found below.

TERMS I AND 4

The HGHS school blazer, shirt, tie, skirt and Roman sandals (or McKinlay's sandals sold through the uniform shop as outlined in the HGHS handbook and website)

TERMS 2 AND 3.

Blazer with the school jersey, tie, shirt, skirt, black socks with coloured HGHS trim or black stockings with black sturdy low cut polishable winter shoes. In addition, students may choose to wear the HGHS scarf and the school monogrammed soft shell jacket.

The school uniform shop has a very affordable and sturdy range of summer and winter shoes of excellent quality that will last throughout your daughter/s time at Hamilton Girls' High School.

Students should not be wearing jerseys, scarfs or the softshell jacket to school during Term I and 4. These items may only be worn during Terms 2 and 3.

The HGHS Blazer is to be worn yearround. The HGHS Soft Shell Jacket is an addition to the compulsory uniform and NOT to be worn without the school blazer.

Black skate or sport shoes of any type are NOT permitted.

Grey monogrammed trousers may be worn as an alternative to the skirt in Terms 2 & 3 only

JEWELLERY, MAKE-UP & HAIR TIES

A wristwatch may be worn.

No more than one set of simple studs or sleepers may be worn in each ear.

No other body piercings are permitted.

Students may wear one discrete chain, pendant or taonga around the neck and tucked into their shirts.

No other jewellery is permitted.

No makeup.

Hair may be coloured in natural tones only. Hair ties should be black, white or maroon. Finger and toenail polish is not permitted. Facial piercings are NOT permitted and will need to be removed.

PHYSICAL EDUCATION

PE top and shorts Uniform must be worn. These are available in the uniform shop. Swimwear is required for Term I and Term 4. There is a school tracksuit available from the Uniform Shop, this can be worn in Terms 2 and 3 only.

DRESS CODE ON MUFTI DAYS

Students must wear appropriate clothing. It is inappropriate to wear very short skirts, plunging necklines or bare midriffs. T-shirt graphics must not promote any form of drugs or alcohol or have offensive slogans or pictures.

HGHS UNIFORM EXPECTATIONS AND REQUIREMENTS

Winter Shoes to be worn at Hamilton Girls' High School **Black leather polishable shoes**



Shoes NOT allowed to be worn at Hamilton Girls' High School



HGHS SCHOOL UNIFORM GUIDE (YR 9 - 11)



White Blouse
Year 9 - 11. Plain white
short sleeve blouse with
school monogram.



Maroon Jersey Year 9 - 13. One style with school monogram.



Blazer
Year 9 - 11.
Maroon with grey pinstripe
blazer with school monogram.



Softshell Jacket Year 9 - 13. Black with school monogram.



Year 9 - 12. Black with school monogram and single stripe.



Charcoal Grey Skirt Year 9 - 13. One style only with school label.



Summer Footware Black leather roman sandals.



Winter Footware

Sturdy black polishable leather, low-heeled, enclosed (compulsory winter, permissible all year), lace-ups or over-straps are permitted. Worn with black stockings or mid-calf school black socks with maroon trim.

Black skate or sport shoes of any type are NOT permitted.

Options:

Make-up, Hair Ties

Make-up must not be worn. Hair may be coloured in natural tones. Hair ties must be black white or maroon. Fingernail polish is not permitted.

Scarf/Hat

School supporters scarf or a plain black neck scarf (may be worn in Terms 2 and 3).

HGHS SCHOOL UNIFORM GUIDE (YR 12 - 13)



White Blouse
Year 12 - 13. Pinstripe
short sleeve blouse with
school monogram.



Maroon Jersey Year 9 - 13. One style with school monogram.



Blazer Year 12 - 13. Black blazer, with maroon trim and school monogram.



Softshell Jacket Year 9 - 13. Black with school monogram.



Year 9 - 12. Black with school monogram and single stripe.



Tie Year 13 only. Alternative colour with logo.



Charcoal Grey Skirt Year 9 - 13. One style only with school label.



Summer Footware Black leather roman sandals.



Winter Footware

Sturdy black polishable leather, low-heeled, enclosed (compulsory winter, permissible all year), lace-ups or over-straps are permitted. Worn with black stockings or mid-calf school black socks with maroon trim.

Black skate or sport shoes of any type are NOT permitted.

Jewellery

The only jewellery permitted is a wristwatch, simple ear studs/sleepers (maximum I in each ear) and discreet chain, pendant or taonga around the neck (not visible). Facial piercings are not acceptable and will need to be removed

SCHOOL MOTTO AND CREST



The motto of the school was chosen by founding headmaster of Hamilton High School, Eben Wilson, who had a deep classical knowledge.

The crest also bears the motto:

"Sapiens Fortunam Fingit Sibi" which translate to "A wise man carves out this own fortune".

Girls; High has reinterpreted the motto is "A wise woman shapes her own destiny"

HGHS HOUSES

Every student in the school is allocated to a house.

The five houses are Campbell, Edgecumbe, Heads, MacDiarmid and Wilson.

The houses compete in a wide variety of events including athletics, swimming, cross country, talent quest, charity collections, academic performance and kapa haka.

CAMPBELL (Orange)

The House was named after Mollie Campbell who became the first female assistant teacher in 1948. She was the Senior Mistress in 1949 and she taught at the school until 1954, a year before the establishment of the separate schools.

EDGECUMBE (Blue)

The House was named after Mr G Edgecumbe who was the first Chairman of the school board, from the time the school opened in 1911 until 1920.

HEADS (Red)

This House was named after the Headmaster's house.

MACDIARMID (Green)

MacDiarmid House was named after C. L. MacDiarmid who was the first Board Member who represented the parents. He was also the Chairman of the Board between 1921 and 1942.

WILSON (Yellow)

The House was named after Ebenezer Wilson who was the first Headmaster of Hamilton High School. He was appointed in 1911 and passed away in 1937.

SCHOOL SONG

In a Changing World

This world is changing so fast And I have to follow Few things are destined to last Most are gone tomorrow

So when I leave as I must do
A part of me stays here with you
But what I've learned I take along
To hold and share and build upon.

When there are times that I feel sad I'll think back then to friends I had Memories will help to make things right The answer's there in sight

So when I leave as I must do
A part of me stays here with you
But what I've learned I take along
To hold and share and build upon.

(I Te Ao Hurihuri)

Kotiro ma haere mai Ki te kura nei Nau mai ki tenei marae Nau mai haere mai

Kia haere matou ki te ao E hurihuri ana e Kia haere matou ki te ao Kia haere matou ra e

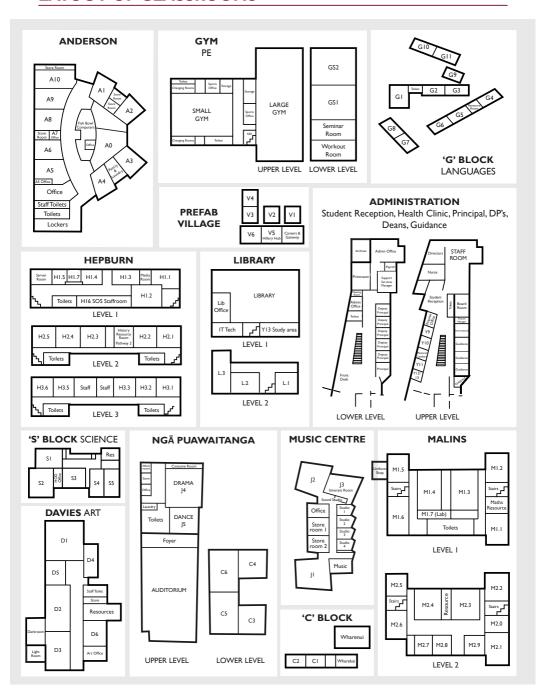
Kaua e warewarea Nga matauranga o te wa E hoa ma kotiro ma Ka nui te aroha

Kia haere matou ki te ao E hurihuri ana e Kia haere matou ki te ao Kia haere matou ra e

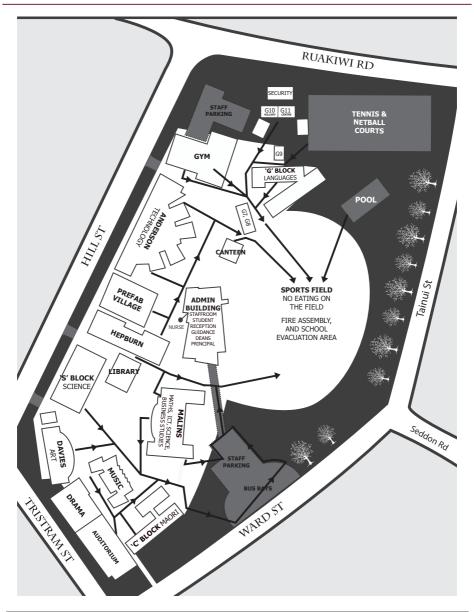
School song:

Words written by Jo Belgrave Music written by Helen Baker Proofed by Mamaarangi Kaihau

LAYOUT OF CLASSROOMS



SCHOOL BOUNDARIES AND FIRE EVACUATIONS MAP



G BLOCK, GYM	Behind G7/G8 down steps onto Field
ANDERSON, V BLOCK, H11, H12, H21, H22, H31, H32	Between Canteen and G7/G8 onto Field
Rest of HEPBURN, LIBRARY, M14, M15, M16, M24, M25, M26	Down steps at Admin end of Malins
M12, M13	Down small steps at carpark end of Malins
Rest of MALINS, S BLOCK, D BLOCK, C BLOCK, J BLOCK	Down Driveway, through Bus Bay onto Field

BYOD PASSPORT

Username:School Email:	
Login to School Wifi	Acccess School Gmail
Logged into Schoology	Access Google Drive & created a folder for each class
Install Google (Gmail, Drive Docs, Slides) and Schoology Apps	Colour and organise
Set a profile and complete Schoology profile	In Schoology App turn on notifications (and then turn off email notifications within schoology menu)
Go into Gmail and compose an email, using the school directory to search names	Access Google Drive & created a folder for each class





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