



16 April 2026

Dear Parents, Caregivers and Students

I hope your daughter has enjoyed a well deserved break and is returning to school feeling recharged and ready to embrace all that Term 2 has in store. This update aims to:

- Introduce new staff joining our college community
- Share a few important reminders;
 - Reports (*page 2*)
 - Parent teacher Interviews (*page 2*)
 - Attendance (*page 2*)
 - Student Absences, Late Arrivals, Early Departures, Appointments during the school day (*page 3*)
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 - Cellphones: *'Phones are not to be seen until 3.15'* (*page 4*)
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 - Co-curricular opportunities (Music, Sport and clubs) (*page 5*)
 - Before and After School Reminder (*page 5*)
 - Finance (*page 5*)
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- Highlight key dates and events for the term ahead

New staff

At the end of Term 1, we farewelled Miss Sophie Matthews, Technology teacher, who has moved to Birkenhead College. We thank her for her contribution to Carmel College and wish her all the very best for the future.

This term, we warmly welcome Mrs Joshiel Ingram, who joins our Technology Department.

During this term, we will be farewelling Ms Rosanna Fouhy, who has been appointed Principal of Marcellin College.

Ms Fouhy joined the Carmel College community in 2017 and has served as a Deputy Principal for the past nine years, providing leadership across Catholic Character and Mission, Curriculum, School Operations, Pastoral Care, and Staff Professional Learning and Development. Prior to this, she held leadership roles as Director of Mission at De La Salle College and St Paul's College, and began her teaching career at Marist College.

We congratulate her on her appointment at Marcellin College. She has made a significant contribution to Carmel College through her leadership and dedication, and we wish her every blessing and success for the next stage of her career.

Important reminders regarding student matters

- **Reports**

At the end of Term 1, Progress Reports for all students were made available on the Kamar Portal.

Progress reports are issued at the end of each term and show your daughter's organisation, academic engagement, attitude to learning, and attendance in line with the STAR framework.

- **Parent-Teacher Interviews**

- Week 1, Thursday 23 April, 12.30-7pm
- Week 2, Tuesday 28 April, 12.30-7pm

- Bookings are made via [Schoolbridge - Conferences](#)
- Please note that **school will finish at 12.00pm** on these days to allow time for interviews.
- If your daughter is **under 14 years of age** and **requires supervision** after 12.00pm, this will be available at school. Please email Jane Meurant jmeurant@carmel.school.nz to inform us if your daughter requires supervision.

Note: School buses will run at their normal timetable.

If you have any questions regarding how to book interviews, please contact Mrs Sharlene O'Donnell, sodonnell@carmel.school.nz

- **Attendance**

The Government regular attendance target is that 80% of students will be present for more than 90% of the Term by 2030.

We have received our provisional attendance data for Term 1 and it is very pleasing at 79% of our students attended school for 90% of the term- a mere 1% below the government target.

Under the Ministry of Education's Stepped Attendance Response (STAR) framework, there are clear expectations for attendance as shown below;

Attendance Categories according to the STAR framework
Good (less than 5 days absence in a term- Attendance 90% and above)
Worrying (up to 10 days absence in a term- Attendance between 81-90%)
Concerning (up to 15 days absence in a term- Attendance between 71-80%)
Very Concerning (15 days or more of absence in a term- Attendance 70% or below)

- Given the link between regular attendance and academic success, and in line with the Government target, we will continue reviewing our attendance procedures.
 - Parents and caregivers will receive a weekly automated summary, via email, of your daughter's attendance.
 - If your daughter's attendance drops below 80%, her dean will contact you, and external support may be sought.
- **Student Absences, Late Arrivals, Early Departures, Appointments during the school day**
 - All absences (including late arrivals, early departures, and appointments) must be logged in advance via SchoolBridge.
 - Students must sign in and out at reception if arriving late or leaving early, and will not be permitted to sign out unless a SchoolBridge notification has been received.
 - Accurate recording of absences is important for student safety.
 - SchoolBridge contact: Mrs Sharlene O'Donnell (sodonnell@carmel.school.nz)
 - If a student becomes unwell during the day, she must report to the front office for assessment. Staff will contact parents/caregivers if collection is required.

- **Governments Fuel Response**

Below is a summary of information that was received from the Ministry of Education:

- The Government has introduced a National Fuel Plan, which is available online here: [New Zealand's Fuel Response Plan \[PDF, 206 KB\]](#)
- There are four phases in this plan, and New Zealand is at Phase 1, "Watchful". This means the fuel market is operating effectively and fuel is available nationwide.
- Onsite learning and attendance remain our top priority – as they will at any phase in the plan. Your child therefore needs to continue to attend school regularly.
 - Fuel-related absences need to be treated as Unjustified.
- Sport NZ advises that, as the winter sports and tournament season begins, under Phase 1 things should continue as normal, however they encourage you to look at options such as carpooling to reduce fuel use.

Further information from the Ministry of Education can be accessed on their website: <https://www.education.govt.nz/our-work/strategies-policies-and-programmes/fuel-response/about-our-fuel-supply-response>

- **Contacts and General Information**

- The first point of contact for any issues is your daughter's Dean, followed by Senior Leadership Team members, and then the Principal.
- Email is the preferred method of communication, as phone contact during the school day may be difficult.
- Staff will aim to respond within 24 hours.
- Staff email addresses are available on the school website: www.carmel.school.nz/contact/

- **First Aid Room**

- The First Aid Room is open 9.30am–2.30pm and staffed by Health and Attendance Coordinator Mrs Yvette Smith.
- Support is also available outside these hours for urgent health needs, with staff responding promptly and professionally.
- The school focuses on managing illness that occurs during the school day. Students who are unwell before school should stay home to rest and recover.
- If a student becomes unwell at school, she must report to the front office for assessment, and staff will contact parents if collection is required. Students should be reminded to follow this procedure if they contact home directly.
- The school does not provide strapping tape for pre-existing injuries.
 - For sporting injuries (new or existing), Dynamic Physio is recommended (215 Shakespeare Road) and has been working with senior teams this year.

If your daughter's medical information needs to be updated with us please email ysmithcarmel.school.nz

If you have any queries relating to the first aid room, please do not hesitate to contact Mrs Toni Ferens, tferens@carmel.school.nz.

- **Cellphones: *'Phones are not to be seen until 3.15'***

- Student's phones are to be in their bags, silent and not used at school, until after 3.15pm.
- Students are not to use their phones during class time. This includes during Atawhai, morning tea and lunchtime.
- To contact your daughter during the school day, email her school email address or leave a message at Reception for delivery.

- **Uniform requirements and information**

- Compulsory uniform items for all students:
 - Blazer
 - Skirt (*Knee length. Yr 12-13 have the option of the long skirt*)
 - Cardigan
 - Shirt
 - Term 2 and 3: Black leather lace-up shoes, black crew length socks or black opaque tights (Note: tights must be worn for formal occasions).
- Hair: tidy, natural appearance. Hair longer than collar length needs to be tied up.
- Jewellery: one plain stud or sleeper earring in each lower lobe, cross or pounamu pendant worn under the blouse.

- **A Restorative Approach**

Carmel College is a Restorative, Positive Behaviour for Learning (PB4L) school that uses restorative conversations to repair harm, build understanding, restore relationships, and support students to take responsibility for their actions. This approach aligns closely with our Catholic character and Mercy values, fostering a culture of compassion, dignity, and mutual respect. We appreciate your support in maintaining a respectful and inclusive learning environment.

- **Co-curricular opportunities**

Carmel offers a variety of co-curricular activities. For information on Music, Sport and clubs, please see the Carmel website: Menu – ‘Student Life/ Co-curricular at Carmel’, or the links below:

- Music Department: [Carmel Music Dept](#)
- Student groups and clubs - information [HERE](#)
- Sport at Carmel
 - [2026 Sports Information](#)
 - [Current Term 2 Sports Signup Links](#)
 - [Term 2 Sports Events and Season Start Dates](#)

- **Before and After School Reminder**

- Parking signage in the morning drop-off zone has been updated in the bus bay outside the college; please check signs carefully and follow time limits.
- Some areas on Shakespeare Road are bus stops only (morning and afternoon).
- P2 (2-minute) zones are for drop-off/pick-up only, and drivers must remain with their vehicle.
- Parking enforcement is active, and fines apply for infringements (e.g., \$20–\$100 depending on the breach).
- Students are encouraged to use buses, bikes, or walk where possible, or be dropped off a short distance away in a safe, legal area.
- Students driving to school must not park in the bus bay before 9am (school starts at 8.45am)
- Parking or arranging pick-up in neighbouring medical units or businesses along Shakespeare Road is to be avoided, out of respect for local businesses and to help reduce congestion.

IMPORTANT:

- There will be **no access through Gate 1** (*gate nearest to Milford*) during week 1 of term 2
- The gate will be **locked during week 1** due to external work being undertaken preventing access through Gate 1

- **Finance Update**

- All Term 1 student accounts should now be fully paid.
- Term 2 student accounts were emailed on 2 April with payment due by 24 April, 2026.

- March end 2026 Tax receipts were emailed to parents on 1 April 2026. Receipts are sent to the same email address as your student account.

If you have any queries regarding your student account, please contact: Mrs Lorna Bryce (lbryce@carmel.school.nz)

- For a breakdown of term costs, please visit the Carmel College website: [Finance - Carmel College](#)
- Payments may be made via Monitor - accessed through SchoolBridge. If you have any questions regarding Monitor, please contact Mrs Claudia Officer, Business Manager (cofficer@carmel.school.nz)

- **PTFA**

- Chairperson: Sandra Fernandes
- Secretary: Melanie Montello
- Treasurer: Beeta Daizen
 - Next meeting: Tuesday, May 12 6.30pm Staffroom
 - Contact: ptfa@carmel.school.nz

- **PTFA Initiatives**

- Y7 Social and New Parent Meet and Greet. Friday May 22
- Y8 Social. Friday 5 June
- Second-hand Uniform Sale: Open until 24 April via the online shop, [Shop Link](#)

This term has a number of events and activities we wish to highlight for your family calendar. Please see on the following pages a summary of important dates for the term ahead. Please ensure that you read the newsletter for updates.

As mentioned, I hope your daughter has had a wonderful term break and we look forward to her back on Monday, ready for a successful and busy Term 2.

Ngā mihi nui,



Sarah Kemble
Principal

Term 2 Key Events and Activities		
Week 1 (A)		
Monday	20 April	First day of term 2
Thursday	23 April	Parent Teacher Evening for all year levels 12.30 - 7pm, bookings via Schoolbridge/Conferences. NOTE School Closes at 12noon
Week 2 (B)		
Monday	27 April	School closed - Anzac Day Observed
Tuesday	28 April	Parent Teacher Evening for all year levels 12.30 - 7pm, bookings via Schoolbridge/Conferences. NOTE School Closes at 12noon
Friday	1 May	Pompallier Shield at Sancta Maria College
Week 3 (A)		
Monday	4 May	School Board Meeting 5.30pm
Friday	8 May	School Ball, Year 13. Tickets via online shop, will be distributed 7 May.
Friday	8 May	Year 13 Study Day
Week 4 (B)		
Monday - Friday	11-15 May	Tika/Justice Week
Tuesday	12 May	PTFA Meeting 6.30pm Staffroom
Tuesday	12 May	Whanau Hui
Friday	15 May	Tika/Justice Dress Up Day
Friday	15 May	Year 8 Dance Showcase, 10.45 - 12noon in the Gym. Parents welcome.
Week 5 (A)		
Monday-Tuesday	18-19 May	Year 11 Wellbeing Retreat Days
Thursday	21 May	Year 11 Careers Day
Friday	22 May	PTFA Year 7 Social. Includes a Parent Meet and Greet in the staffroom
Week 6 (B)		
Monday - Tuesday	25 May - 9 June	Lumino Dentist onsite, Years 9-13. Sign up via newsletter this term
Monday-Tuesday	25 - 26 May	Year 10 Wellbeing Retreat Days
Tuesday - Wednesday	26-27 May	Year 13 Drama Show, evening event
Thursday	28 May	Year 8 Immunisations, consent forms to be distributed in class.
Week 7 (A)		
Monday	1 June	School Closed- Kings Birthday
Wednesday	3 June	Year 12 Intensive Career Day at Carmel College
Thursday-Friday	4-5 June	Year 12 Work Experience
Friday	5 June	PTFA Year 8 Social
Week 9 (A)		
Monday	15 June	School Board Meeting 5.30pm
Tuesday	16 June	Big Sing, Choirs event
Tuesday	16 June	Welcome Meetings for new families to Carmel in 2027
Wednesday	17 June	Mercy Cup for selected Y9&10's. Sporting event at McAuley College.

Thursday	18 June	Welcome Meetings for new families to Carmel in 2027
Saturday	20 June	Welcome Meetings for new families to Carmel in 2027
Week 10 (B)		
Friday	26 June	Carmel Day. Whole school event, Mass in the morning.
Week 11 (A)		
Tuesday	30 June	Year 10 Careers Day at Carmel
Friday	3 July	Term 2 Reports Sent Home
Friday	3 July	Last day of Term 2