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PRINCIPAL'S WELCOME

The staff and Board of Trustees welcome you to Rai Valley Area School. We are proud of our school and its facilities, and want you and your family to quickly feel at home here. This prospectus is to help you become familiar with everyday events, happenings and programmes at school. We look forward to working with you and your child. If you have any concerns about your child at school, please make contact with the class teacher and discuss those concerns.

A central part of our philosophy is that we believe strongly in a partnership between school and parents. We value parents' involvement and look forward to working closely with them to meet the needs of students.



Angela Sloane
Principal

Ph: 03 571 6016 (School)

Fax: 03 571 6336

Email: principal@rai.school.nz

www.rai.school.nz



SCHOOL MISSION STATEMENT

Growing and Learning towards a GREAT future.

WHAT MAKES RAI VALLEY AREA SCHOOL SPECIAL?

SMALL SIZE

One of the major advantages is that classes are small, which means students are able to work closely with teachers and receive considerable one-on-one help. Rai Valley Area School is a small, dynamic place. It is a place where everyone knows your name. Our school treats students as individuals, so that their rate and style of learning can be moulded to their particular needs. Students tend to develop better study skills and become more self-motivated in small classes.

UNIQUE AGE STRUCTURE

Rai Valley Area School is a very special environment, which includes all age groups from 5 to 18 years. Being in an area school means that primary and secondary students can 'rub shoulders' every day.

Rai Valley Area School also offers the students the opportunity to learn and socialise in a *co-educational* environment. Boys and girls learn and grow together – side by side.



SUPPORTIVE ENVIRONMENT

Rai Valley Area School is a very caring school. We have an excellent guidance structure to cater for student needs. Many students who have had difficulty at other schools have found success here.

The school provides form teachers, a peer support system and an on call counsellor. Teachers are willing to go the extra distance, for example, providing out-of-class study sessions, mentoring and extension activities.

PARENT HELPERS

We encourage parents to be actively involved in school life. You may like to become involved in sports coaching, providing transport for trips, library work, school camps, or assisting in the classroom. Please contact the principal or class teacher if you would like to help in any way.

NEWSLETTERS

Newsletters are published fortnightly on a Wednesday and are sent home with the youngest child in each family who attends school. When necessary, notices may be issued at other times to cover special events or issues. The newsletters contain items of interest that celebrate achievements, report school activities, upcoming events, community notices and samples of students' work. If you do not receive a newsletter, please contact the school secretary and it will be sent home with your child. Alternatively you could look for these on our webpage www.rai.school.nz

ENVIRONMENT AND EQUIPMENT

The school is situated in picturesque Rai Valley and is attractive and well cared for. Its modern facilities include a hall, pool, tennis courts, basketball court, computer suite, volleyball court, adventure playground, spacious grounds, technology workshop, food technology block, and, school and community library.



LIBRARY

Our library is a dual school / community library. The school encourages students to borrow books to take home regularly. Each class has a library time when books are exchanged. We can obtain books from the National Library of New Zealand and the Marlborough District Library.



DEDICATED AND FRIENDLY STAFF

RVAS has very conscientious staff who work with great commitment to ensure their students get the best learning opportunities possible.

The school roll may be small but each student matters.





SCHOOL POLICY STATEMENTS

Copies of all school policy statements are kept at the school office and are available for perusal by parents. They are also on our webpage.



TERM DATES

2016

Term 1

Feb 2nd – April 15th

Term 2

May 2nd – July 8th

Term 3

July 25th – Sept 23rd

Term 4

Oct 10th – TBA



SCHOOL HOURS

Form Time - 8.45am - 9.00am

Period 1 - 9.00am - 9.50am

Period 2 - 9.50am -10.40am

Interval - 10.40am -11.00am

Period 3 - 11.00am -11.50am

Period 4 - 11.50am -12.40pm

Lunch - 12.40pm - 1.20pm

Form Time - 1.20pm - 1.25pm

Period 5 - 1.25pm - 2.05pm

Period 6 - 2.05pm - 2.50pm



SCHOOL PROCEDURES

ENROLMENT

We encourage new entrants and their parents to visit the school before the child's fifth birthday. We welcome 4 year olds and their parents to the New Entrant room every Monday from 11.00am until 11.50am. Parents must accompany their child on these visits because of insurance precautions. We invite all new parents to look around the school to become familiar with the amenities. Children are entitled to start school on their fifth birthday and must be enrolled at the school office before they start school. Please bring your child's birth certificate for age verification and health records.

If you have other children likely to be coming to our school, the office needs to record their birth dates.

UNIFORM

Rai Valley Area School uniform must be worn by pupils Year 7 to Year 12. It is optional for younger pupils to wear uniform. The Warehouse stock some items of the uniform and the School Polarfleece and School TShirt can be purchased from the school office. Payment for the uniform is to be made at the time of purchase. The uniform comprises skirt/shorts, track pants, polo shirt, socks, jacket (optional), vest, and an attractive Rai Valley Area School T-shirt for sports days and activities. Please ensure your child(ren)'s clothing is named. A uniform code is included in the back of this booklet.



ACCIDENT/ILLNESS

Minor injuries will be dealt with at school. Every endeavour is made to contact parents should a relatively serious accident occur. Medical treatment at a local doctor will be arranged if there are any doubts or concerns over injuries. In the event of illness parents/caregivers will be contacted. If this is not possible the emergency contact will be notified. Please assist us with accurate record-keeping by informing the office of any changes.

FEES

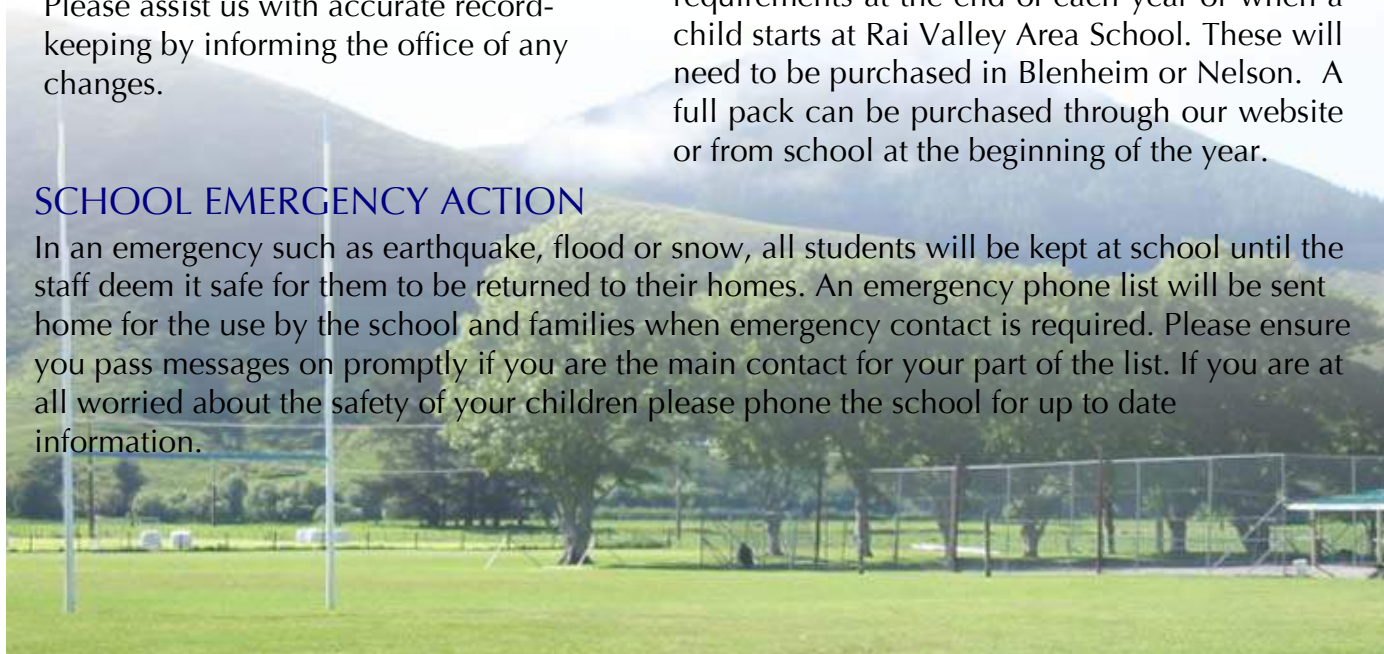
We encourage students to participate fully in all school activities. If there is financial hardship, parents/caregivers should contact the principal. The school will observe complete confidentiality. School fees and donations will be set by the BOT each year.

STATIONERY

Students will be given a list of stationery requirements at the end of each year or when a child starts at Rai Valley Area School. These will need to be purchased in Blenheim or Nelson. A full pack can be purchased through our website or from school at the beginning of the year.

SCHOOL EMERGENCY ACTION

In an emergency such as earthquake, flood or snow, all students will be kept at school until the staff deem it safe for them to be returned to their homes. An emergency phone list will be sent home for the use by the school and families when emergency contact is required. Please ensure you pass messages on promptly if you are the main contact for your part of the list. If you are at all worried about the safety of your children please phone the school for up to date information.



ABSENCE FROM SCHOOL

If your child needs to be absent from school for any reason, a phone call or an email to the office on the first day of absence before 9.00am is essential. The school will contact your home if your child is absent from school without notification. If you know of an approaching absence, eg doctor's appointment, we would appreciate prior notice.

BUSES

The current bus controller is Debby Upsall. If you have any queries regarding the buses, please ring her at school. When new students begin travelling on one of the school buses they are given an older buddy who will look after them on the bus during their first months at school, or until they feel confident. Please notify the bus driver when your child will not be travelling on the bus, and also let the school know.

LOST PROPERTY

Lost property is kept in a box outside the computer room. It is always available for parents to look through. Misplaced clothing is displayed regularly during assemblies. Please name any clothing worn by your child(ren) – it helps with the quick return of missing clothing.

LUNCHES

Students can purchase their lunch from the Brick Oven (phone your order from home). Lunches are available on Friday and are delivered to the school. Price lists are available at the office. No carbonated drinks may be ordered. Please endeavour to make your child's lunch as healthy as possible and include fruit and vegetables.

MEDICINE/ALLERGIES

Children who require medication on a regular basis, eg asthma medication, should have supplies kept at school. If your child requires medication for allergies eg bee/wasp stings etc, supplies should also be sent to school.

LEAVING PROCEDURES

Please tell the class teacher as early as possible when you know your child will be leaving Rai Valley Area School. Ensure all school books and property are returned to school. We hope that those who leave Rai Valley Area School will have benefited from the time invested and that they will continue to contribute to their new school or career in a positive way.

COMPLAINTS PROCEDURE

If you are unhappy about an aspect of school that concerns your child, please ask for a copy of the Complaints Procedure at the school office and follow the procedures outlined in the document. This is also available on the school webpage.

HEALTH NURSE

Our public health nurse visits the school fortnightly and assists students, teachers and parents with any health concerns.



SWIMMING POOL

SWIMMING

All children are expected to participate in the swimming programme. They should bring togs and towel (both clearly named) every day during the swimming season. A note is required if your child is to be excused from swimming.



CULTURAL AND SPORTING PROGRAMMES

Cultural and sporting activities are a vital part of the school programme. Most sporting activities are part of the Pelorus Schools Sports Programme. Each year the schools involved (Canvastown, Havelock, Linkwater, Rai Valley Area School and Waitaria Bay) get together on five occasions to participate in activities such as athletics, cross country, orienteering, swimming and winter sports. These activities are for Y1-8 students. All students must wear the new sports shirts to these events.

Cultural events happen from time to time and include visits to the school by music and drama groups and visits by classes to experience cultural activities in other schools and centres. A regular sport, Kapa Haka and culture period is programmed into the timetable each week.



PHYSICAL EDUCATION CLOTHING

Students must have suitable clothing at school each day in which to participate in class and school PE programmes. Navy shorts and a the school sports shirt are the school PE uniform requirement. In winter track pants and a sweatshirt are acceptable. The school sports shirt is available for purchase (\$25.00) at the school office.



AREA SCHOOLS TOURNAMENT YEAR 9-13

The week long tournament is an opportunity to meet other students and participate in a range of competitive and non-competitive sporting and cultural activities. There is a cost to participate. Activities included are various sports, technology challenges, wearable arts, bake offs, speeches, chess and a concert. This tournament usually takes place in the last week of Term 1.

NATIONAL AREA SCHOOLS TOURNAMENT YEAR 9-13

Some students may get the opportunity to go to the National Tournament (by invitation based on ability and attitude). There is a cost to attend.



CLASS TRIPS AND CAMPS

Field trips and visits enhance classroom studies. Parents and caregivers will be asked to help with supervision and transport and this allows greater interaction and discussion in group activities. Class letters will inform parents of these trips and the school will seek help with transport and supervision. Some classes are also involved in outdoor education camps. Parents will be fully informed of all aspects of the camp and its activities. Personal information concerning individual pupils will be requested and treated as confidential.

LUNCHTIME AND AFTER SCHOOL ACTIVITY PROGRAMME

Each term a programme of activities is arranged for lunchtimes. This provides students with opportunities to extend special interest or skills or to explore new and varied activities. The school employs a sports coordinator.

HOMEWORK

The school expects students to do homework. The school also notes that it is important for students to have time to pursue personal interests, help with family tasks and have time to relax. We believe it is essential to have 'balance'. We encourage parents to help students with homework. In many cases we depend on parental initiative to aid students in completing their homework tasks.

PB4L / PROGRAMME



Our school has a strong PB4L framework based on RAI-respect, achieve, inspire. This is taught throughout the school from years 1-13.

TECHNOLOGY

Computers are an important tool in education and work today. Development of the school computer network is a major ongoing process. In addition to networked modern computers in all classrooms and offices, we have a computer room that contains more than 15 Mac computers. Other laptops / ipads and camera equipment are distributed throughout the school. All Year 1 - 10 students complete a computer skills-based course. We are offering BYOD (bring your own device) where students can bring laptops etc from home. The machines are also used extensively for their studies in most other subjects. Students at all year levels have regular access to the computer room. This room is available for use at lunchtimes and after school under supervision.



COUNSELLING AND GUIDANCE

FORM TEACHER

Each year level has a form teacher who checks attendance and gives notices to students each morning. Students may take concerns to their own form teacher or to any other teacher of their choice.

GUIDANCE COUNSELLOR

We have a counsellor available to students and parents. Please contact the school office for their contact details available.

PRE-SCHOOL

The Gumboots Pre School unit holds three weekly sessions at the school. All pre-schoolers and their parents are welcome to attend the sessions. These sessions with pre schoolers mean transition to school is an easy process as they often have shared sessions with the junior class and so know the routines and teachers well before they start school. If you would like to have more information about this service, please contact the school office and we will give you contact details.



Rai Valley Area School provides a nurturing environment. Students are encouraged and guided in their development.

PARENTS AND THE SCHOOL

Parent support is essential for students to achieve. We offer a warm welcome to parents who visit the school, attend sports or cultural events or other school activities, and those who offer special skills to contribute to the curriculum. We encourage parents to contact teachers whenever they wish.

REPORTING TO PARENTS

Reports on pupil progress are issued at the following times:



Goal Setting Reports

YR 1- 8

Terms 1
Terms 2 and 4

March

YR 9 -13
Interim/progress report/parent
interviews

June

Mid-year report/parent
interviews

November

End of year report

PARENT-TEACHER MEETINGS

Parent meetings are held throughout the year for parents to discuss their child(ren)'s progress. We do stress that parents should contact teachers at any time if they have concerns to address.

We encourage students to participate fully in all school activities. If there is financial hardship, parents/caregivers should contact the principal and be assured of total confidentiality. From time to time, meetings are held to inform parents about the curriculum or other matters relating to school. These will be advertised in the newsletter. Please make an effort to attend these.



SECONDARY OPPORTUNITIES

TRANSITION AND CAREERS

From Year Seven onwards, all students are involved in units of work aimed at helping them recognise their own interests and understanding the varieties of occupations that are available when they leave school and what they involve. These units are usually taken by their form teacher.

In Years 11-13, students are given more specific information about particular career paths by the Careers Guidance teacher, and all students have at least two, one to one discussions with the Careers Guidance teacher about their interests, subject selections and likely pathways after leaving school. All subject teachers also give career advice, often informal but sometimes specific as in English where student write and build their CV's.

Across all subjects and especially through their secondary years, teachers are very aware that they are helping the students prepare for living independently that may be far from Rai Valley, and many learning experiences are developed with this purpose.

Students in their senior secondary years receive assistance in career planning and aspects of transition to work, living independently and living in a city. We have an informative careers area, for both students and the community use in the library, which has information on most career and training opportunities.

STAR COURSES AND FUNDING

STAR courses include material outside the standard curriculum and can be offered by a number of providers. Because of our small school size our STAR funding per student is generous. This funding is only for senior students and enables them to study courses that are not traditionally offered in schools and that are generally career-oriented. Over the past year, for example, our year's 11-13 students have used Nelson Marlborough Polytechnic, Telford Rural Polytechnic, Southland Institute of Technology, Well Tech, the Open Polytechnic and Massey University as well as other providers to obtain qualifications in many different areas. These are many and varied from accounting to film making, farm management to car mechanics. Some of these courses are studied by correspondence, but for most the students travel to Nelson or Blenheim for the "hands on experience".

GATEWAY

Year 11, 12, and 13 students have the opportunity to take part in our Gateway programme which includes work placements, giving them the opportunity to develop skills and decide if this is the vocation for them. They also work with the I.T.O's to do work based unit standards, which are often the base of their apprenticeships.

TRADES ACADEMY

The Top of the South Trades Academy is opening doors for students like you who want to stay at school, but are ready to start training for a real job.

If you're accepted in to the Trades Academy, you'll be able to stay at school completing NCEA while at the same time working towards a National Certificate in a trade of your choice.

Trades Academy training is practical and hands-on and there are lots of options to choose from. You can learn anything from mechanical engineering and aquaculture, to hairdressing and hospitality. You'll learn heaps of useful skills to help you go on to further study or get a job right out of school. The best part is, it's free!

Training is one day a week at one of the Nelson Marlborough Institute of Technology's campuses in Richmond, Nelson.

SCHOLARSHIPS

Marlborough Lines provides RVAS with an annual fund of \$2000 to be awarded to successful students. The school is allowed to set its own criteria. There is also the annual Nelson Mail-Network Top Student Award for all-round success as well as a \$500 rebate from the Nelson Marlborough Institute of Technology.

Uniform Code

Dress Code

This code is to be compulsory for all students.

1. No jewellery - except for a watch, silver / gold studs or small sleepers (2 per ear maximum) and medic alert bracelets.
2. No nail polish.
3. No visible body piercings. No tongue piercings. No studs on the face.
4. No make-up is permitted.
5. No visible tattoos.
6. Hair must be groomed and long hair tied back off the face and out of the eyes.
7. In Science and Tech rooms hair is to be confined in such a way that it complies with health and safety regulations.
8. Boys must be clean shaven. No groomed facial hair permitted.
9. Cancer Society approved sun hats must be worn in Terms one and four by Y1 – Y8 at interval, lunchtime and during any school outdoor activities. Year 9 upwards are encouraged to wear hats when outside during terms 1 and 4
10. Hats are not to be worn inside.
11. Caps may not be worn backwards.
12. No underclothing is to be seen.
13. No scuffs or jandals.
14. A pendant may be worn but **NOT** seen.
15. Appropriate clothing and footwear are to be worn for PE classes. T/ Shirt, shorts and / or track pants. Cycling helmets must be worn when cycling to and from school. This is a law of our country.

When wearing mufti the standard of dress must be of an acceptable and tidy nature - as determined by the Management Team.

No offensive language or symbols on clothing and apparel.

The RVAS Uniform:

Students from Y7 to Y12 are required to wear the correct uniform. The uniform may be worn by older and younger students. All students who wear the school uniform are required to wear it properly at all times including:

1. On the way to and from School
2. In all classes
3. At breaks
4. On some school outings

Students wearing incorrect uniform will incur a uniform imposition.

GIRLS

- **White polo shirt / or fitted white blouse**
- **Navy shorts (knit or drill)**
- **Or tartan skirt**
- **White skivvy in winter**
- **Taslon Track pants**

Footwear

- **Plain flat-heeled shoes (3 cm or less) Black laced OR buckled.**
- **Sandals may be worn but WITHOUT socks.**
- **White ankle socks OR knee high navy or black socks.**

Skirt length

- **No higher than 6 cm above the knee**

BOYS

- Sky-blue polo shirt (Short sleeved)
- Plain mid grey school cotton drill shorts
- White or navy skivvy (Polyprops) in winter.

- Students may wear plain navy Taslon pants.

Jacket

- Navy polar fleece vest or polar fleece sweatshirt with embroidered emblem.

Footwear

- Plain black laced up shoes.
- Plain grey socks or with gold/blue band (to be worn pulled up).
- Sandals without socks.

Date this “Dress Code and Procedures” was reviewed:

4 May 2012

OTHER OPPORTUNITIES

Selection for South Island and National Area Schools Tournament teams is encouraged. Spirit of Adventure sailing trips are offered along with many other opportunities. Our senior students also attend young leadership forums, Peer support training, Ministry of Youth Development and many other organizations. The staff are active in assisting students to follow their interests and to enter in competitions that may provide learning opportunities, such as those involving sports, technology, photography, cooking and drawing.



SECONDARY SUBJECT OPTIONS AT RAI VALLEY AREA SCHOOL

This list of options covers the subjects that will be available to be taught by RVAS staff, and those successfully studied through Distance Learning by our students over the last three years. A brief description of what each subject involves, is given on the next page.

	CORE SUBJECTS STUDIED BY ALL STUDENTS.	OPTIONAL SUBJECTS PROBABLY TAUGHT BY RAI TEACHERS.	OPTIONAL SUBJECTS PROBABLY BY DISTANCE LEARNING.
Years 9 & 10	English Mathematics Science Social Studies Hard Materials Technology Soft Materials Technology Art Physical Education Computing Graphics & Design Health Music Maori/Language Environmental Education		
Year 11 (NCEA L.1)	English Mathematics Science	Hard Materials Technology Soft Materials Technology Food Technology Computing Graphics & Design Outdoor/Physical Education Health History Geography Gateway (to a career) Agriculture Media Studies	Agriculture Horticulture Physics Chemistry Job skills Automotive engineering Accounting Economics Art
Year 12 (NCEA L.2)	English Mathematics	Hard Materials Technology Soft Materials Technology Food Technology Science Computing Graphics & Design Outdoor/Physical Education History Geography Gateway (to a career) Media Studies	Agriculture Horticulture Physics Chemistry Job skills Automotive engineering Accounting Economics Art Tourism Child development Media Studies
Year 13 (NCEA L.3)	English	Hard Materials Technology Soft Materials Technology Food Technology Science Mathematics Graphics & Design Outdoor/Physical Education History Geography Gateway (to a career) Environmental Education Media Studies	Agriculture Horticulture Physics Chemistry Accounting Economics Art Tourism Child development Media Studies Sports Education Equine Studies Health

A BRIEF DESCRIPTION OF SENIOR SECONDARY LEVEL SUBJECTS

All of these courses are assessed with Achievement and/or Unit Standards that gain credits towards N.C.E.A. qualifications.

Most of the courses below can be studied at Levels 1 (Year 11), Level 2 (Y.12) and Level 3 (Y.13). Some can be studied at Level 3 without taking both earlier levels, but this possibility is best discussed with a teacher.

Most courses offer between 18 and 30 credits.

All courses offer standards that are internally assessed (within the school, by tests or assignments), and many also contain externally assessed standards (usually through exams in November).

A number of courses besides these listed here are available or can be built up, if students have definite needs or interests.

ACCOUNTING

You will learn how to process and record financial transactions, and how to understand and present and interpret financial statements for an individual, a small business or a company.

AGRICULTURE & HORTICULTURE

Gives an understanding of what is involved in different aspects of NZ farming, ranging from market gardening and forestry, to dairying, deer and seafood. Some practical work is usually involved.

ART

A very much more intensive and detailed course than studied at Y.9&10, with a concentration on drawing in Year 11. Can be very rewarding, but students must be very committed, as the course is long and very time consuming.

BIOLOGY

The study of living things, plants and animals; how they are adapted for their lifestyles and how they depend on each other. A keen interest and good grades in junior science will be necessary for success.

CHEMISTRY

The study of matter and what it's made of and how and why substances react. A keen interest and good grades in junior science will be necessary for success.

CHILD DEVELOPMENT

A course studied by correspondence, looking at how a child develops and changes during the first five years of their life. Students must have patience and enjoy working with young children. There is an important practical component to the course.



COMPUTING

More advanced keyboarding, word processing, desktop publishing, graphics and spreadsheet work. There will also be opportunities to use and create databases, to make digital movies or create web pages and to learn more about computers in the workplace.

ECONOMICS

The study of how people plan for and use their resources. This relates to both governments and individuals, and money and the things people produce.

ENGLISH

The three strands of the English curriculum (Oral, Written and Visual) are covered in courses at all levels. Speeches and debating, many types of writing from poetry to novels, and visual communication from posters to film, are all studied.

GEOGRAPHY

We will be studying our natural environment; how it has been formed and how it is changing, and how people respond to it, use it and impact upon it.

GRAPHICS AND DESIGN

As well as the technical drawing skills needed for formal planning work, students also study a wide range of sketching, drawing and modelling techniques, and design presentation in general.

HISTORY

The study of the past, concentrating on New Zealand and Europe over the last two centuries, but also Africa and the Middle East. This knowledge is then related to our present world, giving ideas on how mankind has arrived at where we are today.

HOME ECONOMICS & FOOD TECHNOLOGY

This course focuses on food and nutrition. Food types, food safety and hygiene, balanced diets, international foods, commercial kitchens, presentation and service, and obviously cooking methods and skills, are all covered with a strong practical emphasis.

MATHEMATICS

Senior maths continues the themes and topics studied earlier, with units in geometry, statistics, number, measurement, algebra and calculus.

MEDIA STUDIES

This is an internet delivered course, looking at each of film, television, newspaper, radio, magazine and Web based media. Students analyse both the medium and the message, focussing on one topic, and receiving guidance from a correspondence teacher.

OUTDOOR EDUCATION

A school taught course involving planning and participating in a variety of outdoor activities ranging from kayaking and tramping to cycling, skiing and diving.

PHYSICS

The scientific study of movement, forces and energy. A keen interest and good grades in junior science and maths will be necessary for success.

SCIENCE

Courses include units in biology, physics, chemistry, geology and astronomy. There



is always practical work and research involved. The actual topics that are studied and the emphasis, theoretical or applied, depends on student interest and ability.

ENVIRONMENTAL STUDIES

Very much a cross subject course, with aspects of horticulture, science, art, agriculture, geography and social studies, but all concerned with improving the environment we live in, and keeping it safe for future life to enjoy.

"GATEWAY"

A "subject" that involves students being away from school, usually for one day a week over most of the year. Responsible students who have a strong interest in a particular career area, work, unpaid, at the workplace, and gain both experience and NCEA credits related to the work they are doing.

TECHNOLOGY

Most students choose a course using either hard (wood and metal) materials or soft (fabrics) materials, though they can be combined and others such as plastics added. As well as lots of practical work, there is written work, with students being given a brief or problem for which they have to develop a technological solution.

TOURISM

Learning about the many aspects of the tourism industry in New Zealand, and developing a knowledge of both our country and its attractions, and the many aspects of the industry, particularly travel and accommodation.



Working together!

