



Gore High School

No Reward Without Effort

ENROLMENT INFORMATION 2023



Head Students 2022

INDEX

How to enrol	1
Absences	3
Bus Code of Conduct	3
Careers	4
Device Specifications	4
Emergency exits	4
Education Outside The Classroom (EOTC)	4
Expectations	6
Guidance Counsellor	8
Hauora classes	8
Health Nurse	8
House system	8
Interval and lunch time inside areas	9
Learning Hub	9
Lost property	9
Lunch passes	9
Newsletter	9
Outside areas	9
School calendar	10
Sickness	10
Timetable	10
Transport	11
Uniform	11
School map	16
Staff contact information	17



HOW TO ENROL AT GORE HIGH SCHOOL

All enrolments are completed online via the school's website: www.gore-high.school.nz.

PRE-ENROLMENT

Before you start the enrolment process, please read through the 'Electronic Devices', 'Education Outside the Classroom (EOTC)' and the Bus Code of Conduct (for bus students only) sections in the 'Enrolment Information booklet' as you will be required to give your consent in the Enrolment form.

In addition, for Year 9 and 10 students, please read through the appropriate Year level Course Booklet situated under the 'Curriculum' tab to assist with the selection of your child's five option choices.

As part of your child's enrolment, we require a copy of your child's immunisation record as well as their passport and visa, only if they are not a New Zealand citizen.

ENROL

Please click on the 'Enrolment form' link located under the 'Enrolment' tab on the school's website.

Please complete all the required fields and following completion of the enrolment you will be emailed a receipt of completion.

EXPLANATION OF FIELDS ON ENROLMENT FORM

Country of Birth

This is the country in which you were born.

Country of Citizenship

This will be the country in which you were born, or you have become a New Zealand Citizen or citizen of another country.

PRIMARY CONTACT DETAILS

- 'Caregiver' refers to any adult you list either as a Parent/Caregiver, or emergency contact for the student.
- We require full contact details of at least two 'Caregivers', one of which should be a legal guardian, and the other an emergency contact.
- **Please ensure that all Parent/Caregiver/emergency contacts are included.**

EXPLANATION OF CAREGIVER FLAGS

Legal Guardian	The student's legal guardian(s).
Student's Address	This will be the 'Caregiver' that the student lives with and provides the day-to day care. They will receive any notices/announcements from the school either via email or text. Although the student may be living with two (or more) caregivers, only tick 'Student's Address' once. For shared care arrangements, please use the address where the student spends most of their time.
Data Access	This provides the 'Caregiver' online access to the student's information e.g., attendance, timetable, achievement reporting. When a 'Caregiver' has both Data Access and Legal Guardian ticked, they will also receive any notices/ announcements sent out.
Bill Payer	Receives the account for school fees.
Notice Recipient	This will give the 'Caregiver access' to the Caregiver reports.
Denied Access	This field can only be selected when a Court Order has been issued.
Emergency Contact	Two Caregivers are required (one of which must be a Legal Guardian)
Voting Rights	This allows a Caregiver to vote in the Board of Trustees elections such legal guardians or caregiver(s) who provide the day-to-day care.

DOCUMENTATION UPLOAD

If you have any difficulties in uploading documentation, please bring the original documentation to the school, and we will arrange to take copies for you.

ABSENCES

- (a) All absences should be notified by Parent/Caregiver either by text (021 0275 1518) or via the EDGE app or phoning 03 208 9130.
- (b) If a planned period of leave is needed for any reason, then parents must write a letter or email requesting such leave from the Rector, Deputy Principal or Assistant Principals before the leave is taken.
- (c) If a student needs to attend an appointment during the day, they must apply for a **leave pass**. No student may be away from school grounds during the day without a leave pass. **This includes lunch times unless a student has a lunch pass.**
- (d) Leave passes must be obtained from Student Reception or the Senior Leadership Team **before** the appointment, and the school requires either a phone call, a note from home, or alternatively an appointment card from the Dentist, Doctor, or other healthcare provider, before a leave pass will be issued.

BUS CODE OF CONDUCT

If a student intends to travel to and from school by bus, then the student and their parent/caregiver must read the following Bus Code of Conduct and give their approval to the guidelines set out in the Bus Code of Conduct via the online supplementary Enrolment form.

I, (Student), agree to abide by the behavioural expectations described below:

- When I am a seated passenger, I will remain in my seat for the whole journey.
- I will not eat on the bus or throw anything inside or out of the bus.
- If I am a standing passenger, I will stand quietly and not push or move around the bus.
- I will always respect other students and their property (this includes verbal or physical abuse, or any other behaviour as it may distract the driver).
- I will use socially acceptable language when conversing with the driver and/or other students.
- I will not speak at a volume as it may distract the driver.
- I will always respect the property of the bus operator (e.g. refraining from standing on seats or vandalising the vehicle in any way).
- I will not engage in any behaviour that could put the driver or other students at risk.
- I will always observe the requirements and instructions of the bus driver and the teachers responsible for bus duty.
- I understand that any damage I cause to the bus will result in my caregiver being billed for the cost of repairs.
- The safety and comfort of everyone on the bus depends on a standard of behaviour and consideration for others that is expected at school. Caregivers are expected to support the school in maintaining these standards of behaviour.

IF THIS CODE OF CONDUCT BETWEEN THE STUDENT AND SCHOOL IS BROKEN:

- The student will be verbally warned about what they are doing and its implications.
- If no improvement is evident after one week approximately, a formal letter will be given to the student, stating what needs to be done to resolve the situation.
- If there is still no improvement, travel on a school bus will be withdrawn, and the caregiver will be required to find alternative transport to ensure they are meeting their legal obligation to get their child to school.

- In extreme cases of misbehaviour, the privilege of travelling on a school bus could be withdrawn immediately.

CAREERS

Careers advice is available through the school's Careers Department, which is adjacent to Student Reception. Students are welcome to make appointments.

Job vacancies and other relevant information may be found in the daily notices and on the Careers Noticeboards.

DEVICE SPECIFICATION

- Windows 10 or 11 (preferred operating system).
- At least an i5/2.2GHZ Processor or equivalent.
- 4GB of RAM minimum.
- 124GB SSD storage recommended.
- Wireless capability and keyboard.
- A minimum of 6-hour battery life.
- Laptop case or cover if carried in school bags.
- Headphones are also needed.

Please note:

Students attending Gore High School are eligible to receive free Microsoft products.

Students can be eligible for discounts, and it is recommended you ask, when purchasing locally.

EMERGENCY EXITS

Follow the instructions of your teacher, moving quietly (not running). Wait in an orderly manner at allocated assembly area on the school's rugby field until instructed to disperse.

Notices are posted in all rooms. Students should make themselves aware of procedure for all areas of the school.

EOTC

Education Outside the Classroom (EOTC) is the name given to all events and activities that occur outside the classroom, both on and off the school site. This includes sport.

- Our school believes in using a range of environments and experiences to enhance our students' learning.
- We have ready access to the beach, rivers, mountains, and the bush in our area and beyond. We are also close to various built environments in our community. These areas are rich learning environments for our students both in and out of school. They need to learn how to be safe. Our school also values the concept of providing students with opportunities. Thus, some of the learning for students occurs beyond the school site and this document is seeking your consent for your child/ren to participate in such learning.

The EOTC Blanket Consent form is to cover 'low' risk events which occur during a school day and conclude prior to approximately 6.00 pm.

Where an event involves risk exposure greater than what would typically be the case at school, such as adventurous activities or hazardous environments or the event continues overnight, specific consent will be required.

It is important that this form is completed at the start of the year for all students who will be participating in EOTC events (as described above). Details on this form will remain confidential to school staff, contractors and volunteers associated with supervising activities on EOTC events.

Event Category Table

Assessment of Risk	Low	High	Overnight
	Routine and expected activities and environments <ul style="list-style-type: none"> • School grounds • Supervised local visits 	Where risk exposure is greater than what would typically be the case at school <ul style="list-style-type: none"> • Adventurous activities • Hazardous environments 	Including residential and overseas trips.

All EOTC activity categories require staff to undertake an analysis of the risks, and identify the management strategies required to eliminate, isolate, and minimise the risks. Emergency procedures are also in place.

All parents and caregivers are required to read and verify via the Enrolment Form that they agree to the participation of their daughter/son in all 'low' risk events while she/he is a student at Gore High School. In addition, the parent is also required to verify that they have provided the school with up to date medical, supervision, and learning information in the Enrolment Form and will endeavour to keep this up to date.

GORE HIGH SCHOOL CLASSROOM BEHAVIOURS FOR LEARNING

COURTESY



ATAWHAITANGA

- Be considerate towards others
- Be on time
- Focus fully on your teacher / speaker
- Respond positively and politely to instructions and requests
- Use polite and appropriate language

EFFORT



MANAWANUITANGA

- Contribute positively and politely to class discussions
- Stay on task throughout the lesson
- Participate fully in all learning activities
- Participate to the best of your ability
- Wear your uniform with pride

RESPONSIBILITY



TAKOHANGA

- Bring the required equipment to every lesson
- Follow the safety guidelines set by the teacher
- Return equipment to its correct place after use
- Take ownership of your own learning

GORE HIGH SCHOOL BEHAVIOURAL EXPECTATIONS IN NON-CLASSROOM SETTINGS

SETTING EXPECTATION	ASSEMBLY HALL	CORRIDORS & ALCOVES	TOILETS	LIBRARY	COURTS, QUAD & FIELD	CAFETERIA	RECEPTION/ SMT CORRIDOR
<p style="text-align: center;">Courtesy <i>Atawhaitanga</i></p> <p>We value courtesy because it allows us to develop and maintain positive relationships with others.</p>	<p>Acknowledge everybody's success.</p> <p>Be on time.</p> <p>Focus fully on the speaker by looking and listening.</p> <p>Power off all electronic devices.</p>	<p>Allow other people to walk through.</p> <p>Be considerate towards others.</p> <p>Use polite and appropriate language.</p>	<p>Ask for permission to go during class time.</p> <p>Respect the privacy of others.</p> <p>Use supplies and equipment appropriately.</p>	<p>Respond positively and politely to instructions and requests.</p> <p>Work quietly so that others can stay focused.</p>	<p>Play fairly and to the rules of the game.</p> <p>Respect other people's space and belongings.</p> <p>Respond positively and politely to instructions and requests.</p>	<p>Respect other people's space and belongings.</p> <p>Respond positively and politely to instructions and requests.</p> <p>Use polite and appropriate language.</p>	<p>Allow adults to be served first.</p> <p>Talk quietly so that others can stay focused.</p> <p>Use polite and appropriate language.</p>
<p style="text-align: center;">Effort <i>Manawanuitanga</i></p> <p>We value effort because it allows us to achieve to the best of our ability.</p>	<p>Enter and exit the Hall in a safe and orderly way.</p> <p>Keep hands and feet still.</p> <p>Wear your uniform with pride.</p>	<p>Keep to the left.</p> <p>Use 'inside voice' volume.</p> <p>Walk with purpose.</p>	<p>Return to class promptly after use.</p> <p>Wash and dry hands after use.</p>	<p>Enter and exit the Library in a safe and orderly way.</p> <p>Leave chairs, tables and couches tidy after use.</p>	<p>Use the litter bins provided.</p> <p>Wear your uniform correctly after playing games.</p>	<p>Join the end of the queue. Wait quietly and patiently.</p> <p>Leave chairs, tables and couches tidy after use.</p>	<p>Wait patiently for your turn.</p>
<p style="text-align: center;">Responsibility <i>Takohanga</i></p> <p>We value responsibility because it provides the basis for safety and trust. We accept the choices we make, the actions we take, and the results they lead to.</p>		<p>Keep doorways and exits clear of bags.</p> <p>Mind your own bag at intervals and lunchtimes.</p> <p>Use the litter bins provided.</p>	<p>Report any damage, uncleanliness, or misuse to a member of staff.</p> <p>Use during interval and/or lunchtime whenever possible.</p> <p>Use the closest appropriate toilet (male/female, staff/student).</p>	<p>Handle resources carefully.</p> <p>Keep doorways and exits clear of bags.</p> <p>Return borrowed items on or before the due date.</p> <p>Return resources to the correct place after use.</p> <p>Use the litter bins provided.</p>	<p>Look after your own clothing, bag(s), and equipment.</p> <p>Move to class as soon as the first bell has rung.</p> <p>Stay within the school boundaries unless you have permission to leave.</p>	<p>Keep doorways and exits clear of bags.</p> <p>Move back to class as soon as the first bell has rung.</p> <p>Use the litter bins provided.</p>	<p>Return to class promptly after you have been seen.</p> <p>Visit only during interval, lunchtime, or before/after school.</p>

GUIDANCE COUNSELLOR

The school's Guidance Counsellor is a confidential service available for all Gore High students. Like other standard counselling services in the community, students will be given the opportunity to be heard without advice or judgment by a trained professional counsellor. The job of the Guidance Counsellor is to listen, identify unhelpful thought patterns, create awareness of these patterns and find an alternative pathway for students. Counsellors will also empower students by noticing things that are working in their life and build upon these things. The Guidance Counsellor role is also to be a powerful advocate for students, supporting them and walking alongside them through the students own personal journey.

Students can self-refer or referrals from parents and staff can be made to the school's Guidance Counsellor. However, the process is not compulsory and any student seeking counselling must be willing to partake in the counselling process to be truly effective. It is recommended that if making a student referral to talk to the student first before doing so.

Referrals can be made my either phoning the school's Guidance Counsellor 208 9130 ext. 242 or email guidance@gore-high.school.nz or alternatively filling out an appointment slip found on the door of the counselling room door and slipping it underneath the door. For further questions or information, please do not hesitate to contact our school's Guidance Counsellor.

HAUORA CLASSES

All students are assigned to a Hauora Class group of 12-16 students, and they meet every Tuesday, Thursday and Friday for 20 minutes from 9.50 am until 10.10 am. The Hauora Teacher is usually the first person a student will approach for support and guidance. Each year level has a Dean who is available to advise and assist students.

All the Deans meet weekly with the Senior Leadership Team.

HEALTH NURSE

The Public Health Nurse, Stacey Young, is at school every Tuesday lunchtime. Students do not need an appointment to call in to see the nurse, however, if they would like to make an appointment to see her outside of the Tuesday lunch period, they can either telephone or text 03 208 7015 or 027 445 2931. There is no charge to see the Public Health Nurse.

HOUSE SYSTEM

There are four Houses: Anderson, Cargill, McNab, and Hunter. Each House has a House Leader, a student House Captain and Deputy House Captain.

Inter-House competitions are held regularly during the year.

At present, Houses compete in Athletics, Swimming, Cross Country, and the Prefects' Variety Concert. This House structure is a tradition that has been in place since 23 September 1936.

If students have a family connection with a House, they may request to be in a specific House.

INTERVAL AND LUNCH TIME INSIDE AREAS

Lunch can be eaten in the café or outside. Lunch areas must be left tidy with furniture in place.

LEARNING HUB

A primary trained teacher is always available to assist students who require extra help with their learning.

There is an opportunity for all students to receive one-on-one help with a particular learning skill or curriculum area.

The Learning Hub offers students intensive, specialised support for their learning needs, regardless of their year level.

LOST PROPERTY

- (a) All property brought to school must be clearly named.
- (b) Report losses or items found to the Deputy Principal **immediately**.
- (c) Valuables and money should be left at the office for safe keeping.

LUNCH PASSES

Only students who live within close proximity and who regularly go home for lunch are eligible for a lunch pass. These can be applied for on Microsoft Teams/Whole School/whole School TEAMS Home Page and require approval. Students who do not have lunch passes must obtain a leave pass if they are leaving the school at lunchtime. These may be obtained from Mrs Christie.

NEWSLETTER

A newsletter is emailed or printed for all families once a fortnight. Details of upcoming events, news of student achievement and school activities are contained in this newsletter. Newsletters are uploaded onto the Gore High School website: **www.gore-high.school.nz** The school also has a Facebook page where current event details can be found via **www.facebook.com/gorehighschoolofficial**

OUTSIDE AREAS

- Students must not loiter around boundary fences or gateways at intervals or lunchtimes.
- Staff car parks are strictly out of bounds.
- Local shops are out of bounds at intervals and lunch times.

SCHOOL CALENDAR

The school calendar is available on the school's website (www.gore-high.school.nz) with key dates.

SICKNESS

If you are feeling unwell, please report to the school office.

- (a) Students must not leave school on account of injury or illness without **FIRST** reporting to Student Reception. The office staff will then inform parents of any illness or injury.
- (b) Students needing prescribed tablets at school should notify the office staff. These will be stored securely and administered as required.

TIMETABLE

On Wednesdays, school will finish at 2.20 pm. The bell times are slightly different for the Wednesday afternoon. There may be cultural rehearsals and sports practices held at this time. All bus students will be expected to stay at school unless they have made alternative arrangements with their parents. Supervision will be provided for any students who wish to stay at school.

Monday	Tuesday	Wednesday	Thursday	Friday
8:50 – 9:50 1	8:50 – 9:50 1	8:50 – 9:50 1	8:50 – 9:50 1	8:50 – 9:50 1
9:50 – 10:10 Prefect Assembly	9:50 – 10:10 HAUORA	9:50 – 10:50	9:50 – 10:10 HAUORA	9:50 – 10:10 HAUORA
10:10 – 11:10 2	10:10 – 11:10 2	2	10:10 – 11:10 2	10:10 – 11:10 2
11:10 – 11:35 INTERVAL (25)	11:10 – 11:35 INTERVAL (25)	10:50 – 11:20 INTERVAL (30)	11:10 – 11:35 INTERVAL (25)	11:10 – 11:35 INTERVAL (25)
11:35 – 12:35 3	11:35 – 12:35 3	11:20 – 12:20 3	11:35 – 12:35 3	11:35 – 12:35 3
12:35 – 1:35 4	12:35 – 1:35 4	12:20 -1:20 LUNCH or year level assemblies as required	12:35 – 1:35 4	12:35 – 1:35 4
1:35 – 2:20 LUNCH (45)	1:35 – 2:20 LUNCH (45)	1:20 – 2:20 4	1:35 – 2:20 LUNCH (45)	1:35 – 2:20 LUNCH (45)
2:20 – 3:20 5	2:20 – 3:20 5		2:20 – 3:20 5	2:20 – 3:20 5

TRANSPORT

Parents or caregivers need to discuss if it is a sensible decision to allow their child to drive to school. If you allow your child to bring a vehicle to school, we ask that the following conditions are met:

The vehicle may only be used by the driver, and no passengers will be carried, unless the parents or caregivers of both passengers and driver express their permission in writing prior to the journey and this is given to a member of the school staff.

Students are not allowed to drive their car around the town, either to go to a shop or eatery during the school day. The vehicle should predominantly be used only for the purpose of travelling to and from school at the beginning and end of each school day.

If a student wishes to drive a vehicle at any time during the school day, then they need the permission of a member of the Senior Leadership Team.

Students who hold a restricted licence may not take passengers. Any abuse of this traffic law will be reported to the Police. Any student who drives their vehicle in a reckless manner will be reported to the Police.

UNIFORM

It is the right of the Board of Trustees to document its Uniform policy and the responsibility of the school to enforce it. Parents are strongly advised to **ENSURE**, before purchasing items of clothing for school, especially shoes, that they comply with the uniform regulations. **Items marked * are only available at the Gore High School Uniform Shop.**

JUNIOR UNIFORM – YEAR 9 AND 10

Junior Formal/Winter Uniform

Option 1

- Kilt: Green Douglas tartan (when kneeling, hem must touch the floor). *
- Shirt/Blouse: Plain white, long sleeved, open-necked.
- Dark blue/black tights
- Regulation McKinlays shoes.

Option 2

- Blue shirt. *
- Shorts or trousers of the standard school regulation winter weight grey.
- Regulation school socks, grey with gold-blue-gold band. (With long trousers, grey socks without the coloured bands are acceptable).
- Regulation McKinlays shoes

Students may wear a collared zipped navy-blue jersey.

A black soft-shell jacket with the Gore High School crest is available from Southern Workwear. This is the dress uniform jacket for all sports teams, and it may also be worn in classes and assemblies.

Plain dark blue/black long-sleeved coat or jacket without contrasting colours or logos (for outside wear only).

Junior Summer Uniform

Option 1

- Gore High School regulation junior summer skirt. * (When kneeling, hem must touch the floor).
- Gore High School regulation summer blouse. * (may be untucked).
- Either regulation McKinlays shoes and school socks, or black McKinlays sandals without socks.

Option 2

- Shorts in the standard school regulation winter weight grey.
- Short sleeved pale blue summer shirt. (Shirt may be untucked). *
- Either regulation McKinlays shoes and school socks, or black McKinlays sandals without socks.

SENIOR UNIFORM - YEAR 11, 12, AND 13

Senior Formal/Winter Uniform

Option 1

- Kilt: Green Douglas tartan (when kneeling, hem must touch the floor). *
- Shirt/Blouse: Plain white, long-sleeved business style with school regulation tie. (*tie only).
- Dark blue/black tights.
- School regulation McKinlays shoes.

Option 2

- Long trousers of the standard school regulation winter weight grey.
- Plain long-sleeved business-style white shirt and school regulation tie. (* tie only).
- Grey socks.
- Plain black dress shoes.

Students may wear a collared zipped navy blue jersey. Senior students may wear the school regulation blazer instead of, or in addition to, the jersey or vest).

A black soft-shell jacket with the Gore High School crest is available from Southern Workwear. This is the dress uniform jacket for all sports teams, and it may also be worn in classes and assemblies.

Plain dark blue/black long sleeved coat or jacket without contrasting colours or logos (for outside wear only)

Senior Summer Uniform (Year 11, 12, and 13)

Option 1

- Gore High School regulation senior summer dress.
- School regulation McKinlays shoes.

Option 2

- Lightweight knee length navy blue dress shorts.
- Plain white business style shirt (short or long sleeved) and school regulation tie* or
- Optional short sleeved regulation pale blue shirt. * (The pale blue shirt can only be worn with navy blue shorts and untucked and without a tie).
- Plain black dress shoes.

PHYSICAL EDUCATION CLOTHING

Junior (Year 9, 10 and 11)

- Navy blue shorts.
- Gore High School PE/Sports top*
- Sports trainers.
- In winter, dark coloured track pants may be worn.

Senior (Year 12 and 13)

May wear any suitable sports clothing

UNIFORM REQUIREMENTS

1. Jewellery

The only jewellery permitted at school is:

- One wristwatch.
- One plain stud or sleeper in each ear.
- One plain, small, and discreet nose stud.

2. Hair

- No unnatural/bright colours.
- Hair must be clean, cut and groomed in a style acceptable to the school.
- Students are to be clean shaven.

3. Fingernails are to be short and clean. Nail Polish is not permitted.

4. Students are not permitted to wear non-uniform clothing in the classroom.

5. If T-shirts are worn for extra warmth, they must be white or black – not coloured. They must also not have advertising on them which is visible under the shirt/blouse.

6. For health reasons, students are required to change into the correct gear for physical education.

7. Full school uniform must be worn to, from and at school. All students in town must be either in full school uniform or wearing no part of it.

UNIFORM OPTIONS



Winter/Formal Uniform

Summer Uniform



UNIFORM PRICE LIST

Available from Gore High School Uniform Shop

(Prices may be subject to change)

OPTION 1

Summer blouse (GHS logo)	\$55.00
Junior summer blue checked skirt	\$90.00
Senior summer dress all sizes	\$110.00
Kilt - winter	\$130.00
Columbine 70 denier tights – full length	\$19.00
White ankle socks – 3 pair pack	\$15.00

OPTION 2

Short sleeved blue shirt (GHS logo)	\$55.00
Long sleeved white shirt	\$46.00
• (Size XL to 4XL)	\$48.00
Senior blue shorts	\$36.00
Junior grey socks	\$12.00
Senior white socks	\$19.00
Zippered jersey	\$120.00
• Over 102cm	\$130.00
Tie	\$35.00
School beanies	\$10.00
Gore High School PE/Sports top	\$34.00

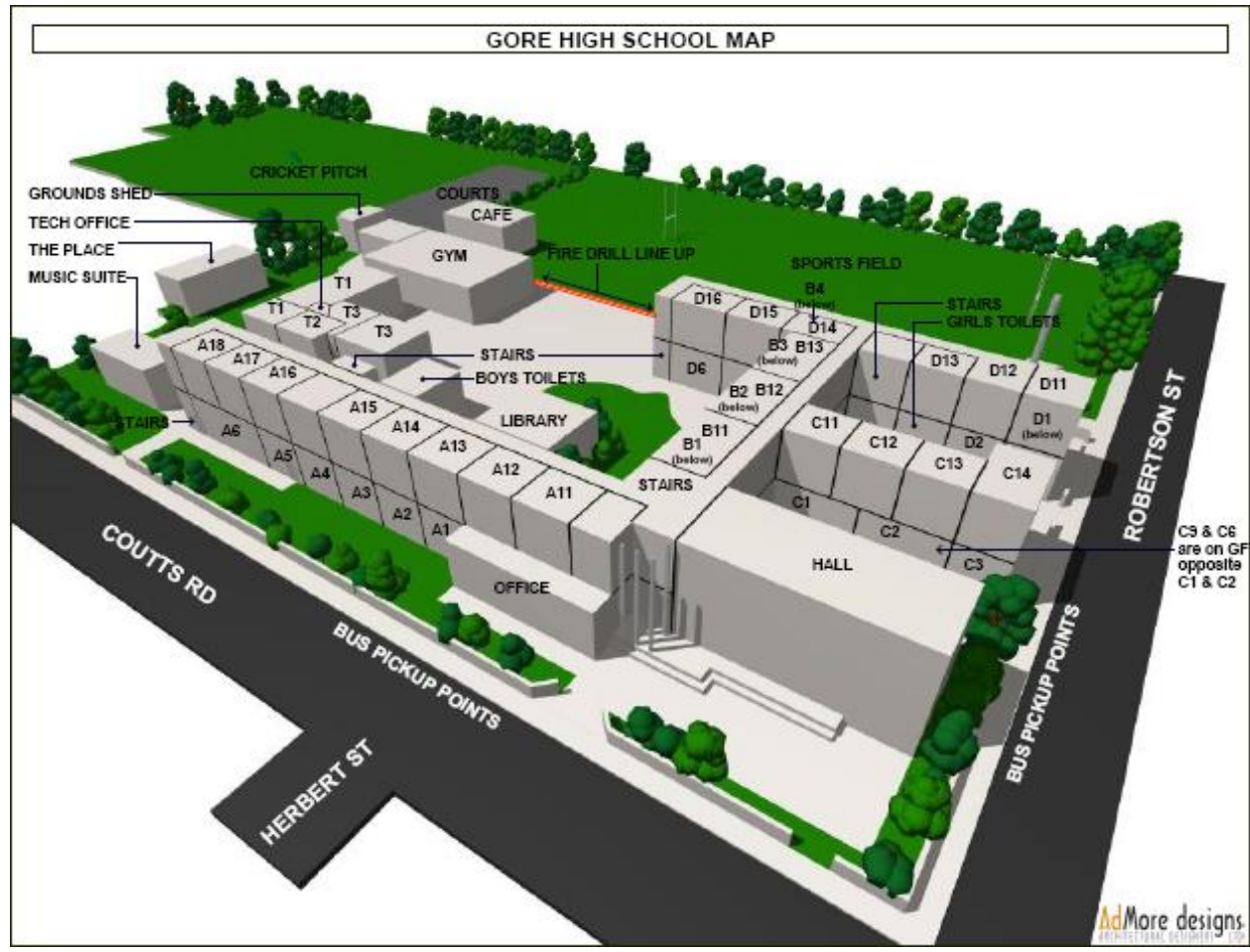
SHOES – McKinlays

Delta – Unisex, size 9 to 2.5	\$95.00
Delta – Unisex, size 3 to 15	\$110.00
Molly	\$105.00
Jill	\$110.00

**A 10% discount will be offered to new enrolments for 2023
if ordered and paid for in full by 5th November 2023**

Our uniform shop is open every Wednesday 12.30 pm – 2.00 pm
Extra opening hours during school holidays will be advertised

Contact details: Mrs Jenny Wallis
jwallis@gore-high.school.nz



STAFF CONTACT INFORMATION

Senior Leadership Team			
Mel Hamilton	Acting Rector	mhamilton@gore-high.school.nz	
Amy Christie	Acting Deputy Principal	achristie@gore-high.school.nz	
Ian Connorton	Assistant Principal	iconnorton@gore-high.school.nz	
Nadine Fletcher	Assistant Principal	nfletcher@gore-high.school.nz	
Kirsty Bell	Business Manager	kbell@gore-high.school.nz	
Administration staff			
Name	Position	Email	Telephone extension
Holly Stevenson	Receptionist/Attendance	hstevenson@gore-high.school.nz	Ext. 200
Hayley Knapp	Rector's PA	hknapp@gore-high.school.nz	Ext. 220
Other key personnel			
Sarah Geary	Bus Co-ordinator	sgeary@gore-high.school.nz	Ext. 235
	Sports Coordinator	sports@gore-high.school.nz	
Toni Grumball	Careers/ Correspondence School	tgrumball@gore-high.school.nz	Ext. 237
Debbie Drummond		ddrummond@gore-high.school.nz	Ext. 236
Melanie Hamilton	International students	mhamilton@gore-high.school.nz	
Nadine Fletcher	Principal's Nominee (NCEA)	nfletcher@gore-high.school.nz	
Trudy Burr	Canteen Manager	tburr@gore-high.school.nz	Ext. 230
Monika du Plessis/ Nadine Fletcher	Timetable Co-ordinators	mduplessis@gore-high.school.nz/	Ext 252
		nfletcher@gore-high.school.nz	
Lou Dickson	Learning Hub/ Student Council	ldickson@gore-high.school.nz	Ext. 214
Jenny Wallis	Uniform Shop Manager	jwallis@gore-high.school.nz	Ext. 234
Amy Christie	Passes (Day/Late/Lunch/ Uniform)	achristie@gore-high.school.nz	
Marilyn Watson	Librarian	mwatson@gore-high.school.nz	Ext. 232