

NEW STUDENT HANDBOOK 2027

What's inside?

02 Important Dates
03 Your First Day
04 Frequently Asked Questions
05 School Information and Opportunities
06 BYOD Information
08 Bus Information
11 School Uniform
16 School Fees

Glen Eden Intermediate School
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KEY CONTACTS:

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IMPORTANT DATES 2027

Meet the Teacher Day

Wednesday 3 February 2027 9am—3pm

You will receive an email mid-January with further details regarding how to book a meeting

First Day

Year 7 Students: Thursday 4 February 2027

Year 8 Students: Friday 5 February 2027

Waitangi Day (no school): Monday 8 February 2027

Term Dates for 2027

Term 1	**3 February - 9 April**
Term 2	**27 April - 2 July**
Term 3	**19 July - 24 September**
Term 4	**11 October - 15 December**

YOUR FIRST DAY

What to bring on your first day

- Full school uniform
- Physical education gear
- Swimming togs and towels
- School hat
- A positive attitude for learning
- A pencil case with blue and red pens, pencils, pencil sharpener, erasers
- Students are encouraged to bring their device on the first day

Kia Ora
Faka alofa lahi atu
Sawasdee
Talofa Lava
Kia Orana
Namaste
Selemat
Shalom
Annyeong haseyo
Hola
Ni sa bula vinaka
Xin Chao
Ni Hao
KONNICHIWA
Mālō e lelei

What happens on your first morning at GEIS?

- We suggest you get to school at about 8.30 am
- Please go directly to your classroom
- At 9.00 am your teacher will bring you to the gymnasium for a traditional Māori welcome (pōwhiri)

NOTE: Parents are encouraged to attend too!



FREQUENTLY ASKED QUESTIONS

Q. Will I be placed with any of my friends in my new class?

A. Yes. We try and place you with a friend in the same class or with someone you will know.

Q. Does the school teach values?

A. Yes. At GEIS we value and teach Respect, Integrity, Excellence and Resilience.

Q. How many different Specialist classes, such as Food Technology, do I go to?

A. Over the whole year, you go to 8 different Spec classes as a Year 7 student. These are Art, Food Technology, Hard Materials, Video Technology, Dramatic Arts, Sound Arts, Enviro Technology and Design Technology.

Q. What type of classroom will I be placed in?

A. We have collaborative spaces, traditional classrooms and traditional classrooms with modern learning furniture. We talk to your primary school teacher and they tell us what learning environment they think will suit you best and we try to place you in that type of classroom.

Q. What device should I bring to school to support my learning in the classroom?

A. We are a BYOD school and we encourage you to bring a Chromebook to school to support your learning. We also provide secure storage for devices.

Q. What do I do if a problem occurs at school?

A. You would talk to your classroom teacher first. You can also talk to the Minischool leaders or Deputy Principals.

Q. What advice have current Year 7 students offered to students who are coming to Glen Eden Intermediate School in 2026?

A. There are so many opportunities at GEIS so try and get yourself involved in as many of them as you can. There are sports, dance, drama, arts, music and many more. Make sure you give everything a go and you will enjoy your time at GEIS.

SCHOOL INFORMATION

Uniform

It is expected that all students will be in full school uniform from the first day. This includes PE gear for the physical education and sport programme and a school cap or hat.

Mini-Schools and Classes

Your class will be a member of a Mini-School of eight or nine classes. Our mini-schools work like family groups and do lots of things together such as sports, trips and assemblies. In your class, there will be a mixture of Year 7 and Year 8 students. At the start of the year, the Year 8 students will help you to settle into GEIS and get to know where everything is.

Lost Property

Please remember to name all items of your uniform. Lost items of clothing are taken to the lost property cupboard. If items are named we will return them to you or you can check the cupboard during times specified.

Canteen

The canteen is open before school, break times and lunchtime for you to buy food and drink.
You can also order online: https://geis.school.nz/information/tuck-shop/

Pulse

Pulse is a weekly wellbeing check-in that gives every student a chance to speak up. It allows students to tell us how they are feeling each week and gives leaders a chance to follow up with any student with concerns.

Get Involved at GEIS

At Glen Eden Intermediate, we have a diverse range of activities and experiences that engage and inspire our students.

Physical

Lunchtime sports, after-school sports, school-wide sports including swimming, cross-country and athletics, zone day sports, outdoor education experiences, and opportunities to trial for sports camps and NZAIMS.

Academic

ICAS Examinations (English, Mathematics, Digital Technologies & Science), Mathex, Otago Mathematics Competitions, Kids' Lit Quiz, Book Battle, Robotics, EPro8 Challenge, AquaBots, chess club, philosophy, and enterprise groups.

Cultural and Performing Arts

Kapa Haka Group, Pasifika Group, rock/pop/symphonic bands, choir, school productions, dance groups, Cactus Crew (School TV Show Production), Show Quest, GEIS X-Factor, art competitions, opportunities to learn a musical instrument with outside tutors, and overseas tours to Japan and Australia.

Leadership and Service

Student leaders and councillors, enviro leaders, librarians, road patrol, AV crew, recycling, flag and device monitors.



BYOD INFORMATION

Students at GEIS are strongly encouraged to bring their own Chromebook to school to support their learning. Chromebooks are our recommended device as they are affordable, durable, easy to use, and designed to work seamlessly with the Google Workspace tools and digital learning platforms used at our school.

If you already have a Chromebook:
Please check the minimum specifications in the table below to ensure your Chromebook will be able to run on our school system.

If you are purchasing a new device:
We strongly recommend choosing a Chromebook rather than an alternative device. While other devices, such as Windows laptops, iPads and Android tablets, may be suitable for home use, they are not recommended for use at GEIS due to potential compatibility and connectivity issues with our school systems.

GEIS has a relationship with Noel Leeming, Lynmall, who will provide packaged deal prices for Chromebooks.
https://www.noelleeming.co.nz/c/byod?prefn1=subclassCode&prefv1=%7C%7CChromebooks%7C%7C&schoolName=Glen%20Eden%20Intermediate&schoolOptIn=TRUE&utm_source=schoolFinder

Screen Size	Minimum of 10" screen
Storage Capacity	16GB+
Processer and RAM	RAM: 4 GB or higher
Operating System	Google Chrome OS
WiFi	802.11g or higher
Mnimum Battery Life	6+ hours
Required Accessories	Headphones
Recommended Accessories	Protective carry case

To set up Chromebooks safely for your child please visit:
www.geis.school.nz/information/bring-your-own-device

BYOD INFORMATION

We acknowledge that not all students will be in a position to bring a device. Accordingly, the school has a number of devices that students will have access to if they are unable to bring their own. Please complete this google form if you will need a school device: *https://docs.google.com/forms/d/e/1FAIpQLScz5_bjHrePswpCzZEga1jHRyY1n3oTg4k0r3ET4hRahsPGKA/viewform?usp=header*

Mobile Phones: Off at the Gate

Mobile phones can be brought to school but must be turned off at the school gate before entering school. They are then locked up in the class safe for the entire day and then returned back to students at the end of the day.

Linewize

While at school, all student internet use is monitored by Linewize. Using Linewize cyber safety solutions, the school is able to gain visibility and management of children's access to online environments from their devices on the school network. This allows the school to filter and enforce its acceptable use policy on the device during school hours to keep students safe online.

GEIS Cyber Safety Hub

Developed by a team of world-renowned Online Safety Experts, the Hub is designed to engage and align the community on online safety and wellness by providing up-to-date and evidence-based information to all key stakeholders of a child's life. Children today are growing up in an increasingly online world and it's essential that we are doing all that we can to support and guide their digital journey. The Online Safety Hub supports the school community by providing practical insights and advice directly from internationally-renowned Online Safety & Digital Wellness Experts. The GEIS Cyber Safety Hub includes a rich library of helpful resources, including app reviews, how-to guides and advice on an array of online safety topics.
Access the GEIS Cyber Safety Hub at https://geis.onlinesafetyhub.nz/

Qustodio Parent Safety app

Through Linewize, who we use for our internet filtering at school, you can sign up to the Qustodio parent safety app. Free access to this digital wellbeing app from Qustodio gives better visibility of a child's online activities and helps to keep screen time safe and balanced on every device - not just whilst they are at school.
The key features of the app include:

- Filter and block apps and content that you don't want your child to see
- Customise what your child can access during homework hours
- Balance screen time by setting time limits on devices as well as for specific apps
- Protect screen-free moments such as mealtimes and bedtimes

You can find more information about this on our Cyber Safety Hub at https://geis.onlinesafetyhub.nz/parent/articles/qustodio-parent-app

BUS INFORMATION

French Bay, Woodlands Park and Laingholm Bus Routes

These bus routes (025, 073 and 074) will be serviced by Auckland Transport (AT).
Students will need to pay on the bus using a HOP card.

025 : FRENCH BAY TO GLEN EDEN INTERMEDIATE SCHOOL	
Departs:	8:00am
Route:	1 Opou Rd then 6 Tanekaha Rd , Otitori Bay, Park, South Titirangi (U-turn at Tamariki Reserve and back again), Titirangi, Titirangi Primary (approx 8:20am), Atkinson, Kaurilands Primary (approx 8:25am), Atkinson, Kaurilands, Glen Eden Intermediate (approx 8:30am).
025 : GLEN EDEN INTERMEDIATE SCHOOL TO FRENCH BAY	
Departs:	3.10pm
Route:	Glen Eden Intermediate, Kaurilands, Atkinson, Kaurilands Primary (approx 3:15pm), Atkinson, Titirangi (Titirangi Primary students board at first stop on Titirangi Rd at approx 3:20pm), South Titirangi (U-turn at Tamariki Reserve and back again), Park, Otitori Bay, Tanekaha (U-turn at corner Miha Rd and back again), Otitori Bay, Opou Rd.
073 : WOODLANDS PARK TO GLEN EDEN INTERMEDIATE SCHOOL	
Departs:	8.20am
Route:	235 Woodlands Park Rd, Woodlands Park Rd, (R) Scenic Dr, Atkinson Rd, (L) Kaurilands Rd (to bus stop opposite Glen Eden Intermediate).
073 : GLEN EDEN INTERMEDIATE SCHOOL TO WOODLANDS PARK	
Departs:	3.10pm
Route:	Glen Eden Intermediate (from bus stop outside school), Kaurilands Rd, (R) Atkinson Rd, Scenic Dr, (L) Woodlands Park Rd, 214 Woodlands Park Rd.
074 : LAINGHOLM TO GLEN EDEN INTERMEDIATE SCHOOL	
Departs:	7.45am
Route:	170 Laingholm Dr, Laingholm Dr, (L) Warner Park Ave, Sandys Parade, (R) Victory Rd, (R) Huia Rd, (L) Woodlands Park Rd, (R) Scenic Dr, Atkinson Rd, (L) Kaurilands Rd (to bus stop opposite Glen Eden Intermediate).
074 : GLEN EDEN INTERMEDIATE SCHOOL TO LAINGHOLM	
Departs:	3.10pm
Route:	Glen Eden Intermediate (from bus stop outside school), Kaurilands Rd, (R) Atkinson Rd, Scenic Dr, (L) Woodlands Park Rd, (L) Huia Rd, (R) Laingholm Dr, (L) Warner Park Ave, Sandys Parade, Victory Rd, (R) Huia Rd, 377 Huia Rd.



BUS INFORMATION

Green Bay, Arahoe Bus Route

These bus routes will be serviced by Auckland Transport (AT). Students will need to pay on the bus using a HOP card.

Please refer to the AT Journey Planner for more information.
https://at.govt.nz/

Huia Bus Route

The Ministry of Education provides a bus service for students who live further than 3.2km from the school. If your residential address is 3.2km or further from the school gate and more than 2.4km from public transport, your child will travel free on the bus. Students living on the Huia side of the Parau bus stop at 689 Huia Road are eligible for free transport. This includes all side roads.

HUIA TO GLEN EDEN INTERMEDIATE SCHOOL	
7.35am	Leaving Huia (by bridge)
	Huia shops
	Bus stop at top of hill
7.45am	Fire Break Road, Cornwallis
	Parau bus stop, 689 Huia Road
8.05am	Bus stop outside Green Bay High School
8.20am	Arrive at Glen Eden Intermediate School

GLEN EDEN INTERMEDIATE SCHOOL TO HUIA	
3.10pm	Leaving Glen Eden Intermediate School
3.35pm	Bus stop outside Green Bay High School
3.55pm	Parau bus stop, 689 Huia Road
	Fire Break Road, Cornwallis
	Bus stop at top of hill
	Huia shops
4.05pm	Arriving at Huia (by bridge)

BUS INFORMATION

Oratia, Henderson, Sturges Road Bus Routes

Tickets for this bus service are divided into three zones depending on distance between the bus stop your child uses and GEIS. Details of bus routes, zones and prices are as follows.
The ten ride tickets may be purchased through Hero. Payment can also be made via EFTPOS, Visa, MasterCard or cash at the school office or by internet banking to account no. 12-3051-0274793-00 using your child's full name, room number and 'BUS' as the reference.

MORNING BUS ROUTE – FOR ORATIA, HENDERSON VALLEY & STURGES ROAD

Zone 3 - $45 Sturges Road to GEIS
Zone 2 - $35 Shops (corner of Pine Ave and Henderson Valley Road) to GEIS
Zone 1 - $25 Corner of Glengarry Road and West Coast Road to GEIS

7.40am Start at Palomino shops on Sturges Road, via Sturges Road, left into San Bernadino
Right into Palomino Drive, via Border Road,
Right into Henderson Valley Road, left into Opanuku Road,
Turn at Grassmere Road, back down Opanuku Road, right into Henderson Valley Road,
Via Pine Ave, via Parrs Cross Road into West Coast Road,
7.55am Left into Shaw Road, Turn at Oratia School. Right into West Coast Road,
Right into Glengarry Road, left into Solar Road, right into Pisces Road,
Right into Rosier Road, left into Glengarry Road,
Right into Glendale Road, left into Kaurilands Road.
8.25am Glen Eden Intermediate School

AFTERNOON BUS ROUTE – FROM GLEN EDEN INTERMEDIATE SCHOOL – HENDERSON BUS

Zone 1 - $25 From GEIS to the roundabout at the corner of West Coast Road and Parrs Cross Rd (Nolas Orchard)
Zone 2 - $35 From GEIS to the shop at the corner of Pine Ave and Henderson Valley Road
Zone 3 - $45 From GEIS to WestCity Mall, Henderson.

3.10pm Leaves GEIS, Kaurilands Road, right into Glendale Road, left into Glengarry Road,
Right into Rosier Road, Left into West Coast Road, Parrs Cross Road, Pine Ave.
3.40pm Henderson Valley Road, left into Opunuku Road.
Bus turns into Grassmere Road, right into Henderson Valley Road.
3.50pm Left into Border Road/Palomino Drive, left into San Bernadino, right into Sturges Road,
Right into Swanson Road, right into Great North Road
4.05pm Finishes on Railside Ave outside WestCity Mall, Henderson.

AFTERNOON BUS ROUTE – FROM GLEN EDEN INTERMEDIATE SCHOOL – ORATIA BUS

Zone 1 - $25 From GEIS to the corner of Glengarry Road and West Coast Road
Zone 2 - $35 From GEIS to Oratia School (Shaw Road)

3.10pm Leaves GEIS, Kaurilands Road, right into Glendale Road, left into Glengarry Road,
Right into Rosier Road, left into Pisces Road, left into Solar Road,
Right into Glengarry Road, left into West Coast Road, left into Shaw Road.
3.30pm Finishes at Oratia School.





UNIFORM GUIDELINES

All students attending Glen Eden Intermediate School are required to wear the official school uniform when travelling to school, home from school, and as required for certain school events e.g. school assemblies. Students will need to change into PE gear for fitness and sports. All students are expected to be clean and neatly dressed. Please ensure all items of uniform are clearly named.

GEIS School Uniform

- Bottle green school culottes, skort or shorts
- White Polo shirt with the school logo worn over the culottes/skort/shorts
- PE uniform: school black shorts and green shirt
- School black cap/bucket hat (during term one and four)
- Optional—Bottle green lined Jacket, full zip with the school logo
- Optional—Black Polar fleece with school logo
- Optional—Black Waterproof Rain Jacket with school logo
- Optional—Black scarf with school logo
- Optional—Long black pants with school logo

- The only jewellery allowed is a watch and one pair of plain stud earrings.
- NO makeup is allowed—this includes nail polish on fingernails and toenails.
- Any singlet or undergarments must not be visible under the polo shirt or extend beyond the polo shirt sleeves. This means plain white with no logos showing through.
- Raincoats may be worn to and from school on wet days. Around school the school fleece and/or jacket may be worn.
- Hats are compulsory during term one and term four whenever students are outside. They are not to be worn inside.

Footwear:

- Shoes: Must be plain black, leather lace ups (*school shoe style not sports shoe*), T-bar or Mary Jane style.
- Socks: White ankle socks; this means they must cover the ankle. Low cut sports socks are *not acceptable*.
- Black opaque tights may be worn in the winter months.
- Sandals: Must be plain black leather and have a back strap.
- Shoes, sandals, tights and socks can be purchased at your preferred retail store.



These styles are NOT ACCEPTABLE



UNIFORM INFORMATION

GEIS Webshop

Glen Eden Intermediate School is excited to be able to offer parents online uniform purchasing with our provider, New Zealand Uniforms. Webshop allows you to purchase all your uniform from the comfort of your home and have it delivered to your door.

https://glenedenintermediate.nzuniforms.com/

Uniform Tip # 1
Buy one size bigger to allow room to grow

- NZU offer a Uniform Club card option which allows you to save for your uniform throughout the year—see the NZU website for more details.
- Payments can be made by credit or debit card, or zip (own it now, pay later) —see the NZU website for more details.
- All items on the webshop have size charts to help you choose the correct size.
- If you require a quote for WINZ you can also do this online. Select the items you wish to purchase, at checkout complete your details and select "Print quote" - a quote will be emailed to you to take to WINZ who will pay directly to NZU. NZU will then process your order.

Please note the NZU shop in New Lynn does not sell our uniform or have stock in store.
Please complete your online orders by 22 January 2027 to ensure delivery ready for the first day of school :
First day for Year 7 students - Thursday 4 February 2027
First day for Year 8 students - Friday 5 February 2027

How much to buy

Uniform Tip # 2
PE Tee: a looser fit may be best

This is personal choice however we suggest the following to get started:

- 2 polo shirts
- 1 or 2 culottes, skort or shorts
- 1 hat or cap
- 2 PE tees and 1 or 2 PE shorts (students will need PE gear every day for fitness however they are quick dry fabrics and dry overnight)
- 1 green jacket (although it will be summer when we first start in February, students may need an extra layer on cooler mornings)

We suggest purchasing the black fleece, raincoat and scarf in Term 2 when the weather changes as it is unlikely to be needed in Term 1.
Uniform will be available to purchase throughout the year both online and at the school shop if you need extras or different sizes as students grow.

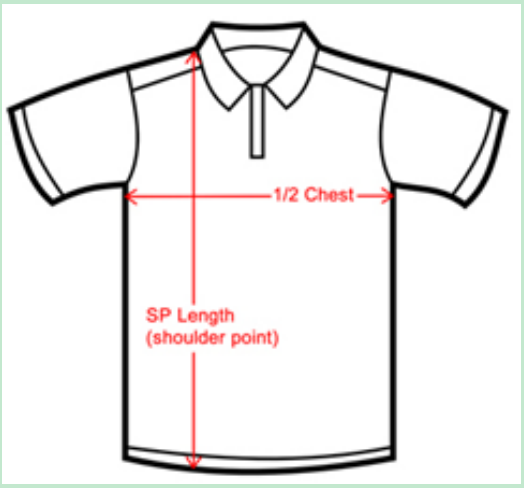
UNIFORM INFORMATION

Choosing the right size

All items on the webshop have a size guide to help you choose the correct size.

- For shirts and jackets, compare the measurements on the size chart to items of clothing you already have.
- Half-chest measurement explained:

Lay a shirt on a flat surface and measure it from left to right across the chest, about 2cm below the arms. This is the half-chest measurement of the garment. Using the sizing information for the garment you want to order, choose the size with the closest half-chest measurement to your own garment.



NEED HELP?
NZU Customer Services is there to help:
04 282 1199 or
use the CONTACT US form on the NZU website



UNIFORM INFORMATION

Returns and Exchanges

Returns:

If you need to return an item purchased from the webshop please contact New Zealand Uniforms and follow their returns process.

Exchanges:

You can exchange items that are in original, unwashed, unworn condition and with tags still attached and with proof of purchase. Exchanges can be arranged directly with New Zealand Uniforms. If you need to exchange an item for a different size we are also offering an exchange option at the school uniform shop, by appointment.

Uniform shop opening hours are on the next page and advertised on the school website.

To book an appointment, please go to our school app and click on 'student bookings' or click on this link:

Uniform Shop Bookings

You will receive an email confirming your booking time.

Uniform Tip # 3
Name all your uniform clearly - name and room number

What to wear on the first day

- GEIS white polo shirt
- GEIS bottle green school culottes, skort or shorts
- Black bucket hat or cap (plain black with no logos)
- Black school shoes with white ankle socks or black sandals (see guide on P5)
- OPTIONAL—GEIS green jacket

You will also need your PE gear in your bag:

- GEIS PE Shirt and GEIS black PE shorts
- Sports shoes



UNIFORM SHOP

Glen Eden Intermediate takes great pride in its school uniform and every effort is made to ensure we provide you with quality garments at the very best price.
If your child is outside of the regular size range that we offer please contact Sandra Hefford (sandrah@geis.school.nz) as soon as possible to arrange for special orders to be put into production.
Our current price list can be found on the school website:
https://geis.school.nz/information/uniform/

If you prefer to purchase uniform directly from the school shop, we will be open in January 2027 (days/times below) before the first day of school.
Normal trading hours for the school shop are Monday to Friday, 8 am – 9 am during the school terms. If you would like to purchase uniform before the end of 2026 you are welcome to come in during this time. Our last day for Term 4 is Friday 11 December.
If you have any queries please email sandrah@geis.school.nz.

Uniform Tip # 4
Jackets/Fleece: check the sleeves are long enough to allow room to grow

Uniform fitting/purchasing for new students in January 2027 is by appointment to ensure we have time to help you with your purchases and to minimise queues. To book an appointment, please go to our school app and click on 'student bookings' or click on this link:
Uniform Shop Bookings
You will receive an email confirming your booking time.

Tuesday 19 January 2027	10.00am – 1.30pm
Wednesday 20 January 2027	10.00am – 1.30pm
Thursday 21 January 2027	10.00am – 1.30pm
Tuesday 26 January 2027	10.00am – 1.30pm
Wednesday 27 January 2027	10.00am – 1.30pm
Thursday 28 January 2027	10.00am – 1.30pm
Tuesday 2 February 2027	10.00am – 1.30pm

Wednesday 3 February 2027 is our Meet the Teacher Day. The uniform shop will be open 9.00am – 12.00pm, and 1.00pm – 3.00pm for walk-ins and quick sales. Please note, as we are not running appointments, there may be queues. If you are purchasing a full school uniform, please make an appointment on one of the days listed above.

- Please bring your own reusable bag.

NB: normal shop hours (8am – 9 am Monday to Friday) resume from Thursday 4 February 2027.

SCHOOL FEES

Stationery

Purchase your stationery pack directly from school. Packs cost $30, include everything students need to start the year, and are great value for money.
Payment options:
· EFTPOS, Visa, MasterCard or cash when purchasing school uniform and on Meet the Teacher Day
· Internet banking to account no. 12-3051-0274793-00 using your child's full name and '2027 Stationery' as the reference. These will be delivered to class in the first week of school.

Specialty Subject Fee

GEIS provides a high-quality specialist technology programme for all students. We charge $60 to cover the cost of take-home materials used in this programme (eg Food Technology, Visual Art, and Hard Materials). Payment of this fee is compulsory.
Payment options:
· EFTPOS, Visa, MasterCard or cash at the school office
· Internet banking to account no. 12-3051-0274793-00 using your child's full name and '2027 Spec' as the reference.
· Hero App

Optional Activities

Please note that parents/caregivers will need to pay the costs if their child chooses to participate in optional activities. This includes sports and cultural activities, visiting music or drama performances and overseas tours.
Examples: NZAIMS, sports camps, Showquest, symphonic band, itinerant music lessons.

Donations

GEIS has opted in to the Government's Donation Scheme. The Government will pay our school $150 per student per year, which means that we no longer ask parents/caregivers to make a donation to the school. GEIS uses the Government donation to cover curriculum-related costs such as day trips that are part of the general curriculum. This should result in a significant reduction in curriculum-related costs for parents/whānau.