

ORIENTATION BOOKLET

for

CHRISTCHURCH KINDERGARTEN TEACHERS TRAINING COLLEGE

1973

Committee -

Wendy Griffiths,  
Irene Speer  
Jenny Lowe  
Nikki Beardsley  
Kay Murray  
Bev. Gormly.

Introduction from -

THE STUDENT PRESIDENT

Welcome to our Hadfield House - the majestic building which dominates the corners of Park Terrace and Salisbury Street, and which dominates our lives for two years.

We're surrounded by the traditions of the establishment and by the new ideas of the larger colleges. Although we are naturally influenced by what the bigger colleges do and think, we still have, because of our small number, a unique identity which I think we should try to maintain.

Hadfield House is a great college to be in, and it has a homely atmosphere. We eighty odd girls, drifting from either of the two lecture rooms into the common room, or up to the library, move in a very friendly, personal atmosphere, which exists, not only among the students, but also between staff and students. You find you really get to know the staff and they you, and this helps lectures pass along - the staff are very interesting, varied fun and usually very patient, which is a great asset to have in a college.

The "all girl" aspect of the college is often brought up, but from what I have seen, Kindergarten girls are not backward in their male relationships, and it's far better not having the college as a hunting ground.

I hope you enjoy being in the place and remain satisfied with what Kindergarten College HAS got, and not what it HAS'NT.

Have a nice two years,

KAY MURRAY,

Student President.

The 1973

STUDENT EXECUTIVE

President:

Kay Murray

Vice President:

Mary Kay

Secretary:

Bev. Gormly

Treasurer:

Wendy Griffiths

Committee:

Anne Priddy,  
Anne McAuley.

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OUR STAFF:Principal - Mrs. A.H. Haggitt:

Trained Teachers Certificate  
1950. Wellington Teachers' College - 1948-49.

Teaching experience-

1950 Ahuriri, Napier  
1951 Gisborne and East Coast area.

Six years in commercial world.

Returned to teaching 1957, holding various positions in South Canterbury.

Supervisor of Junior Classes - Highfield, Timaru from the opening of the school 1962 - 1969. While in this position ran Highfield as a Pilot school for New Mathematics.

Lectured also for Adult Education in New Mathematics.

Lectured at National Refresher Courses on Developmental Education.

Organised Refresher Courses for Department of Education for married teachers returning to the service.

Assistant Principal - Mrs. R. Brodie B.A. (Latin, English)  
Dip. Ed. Training college for secondary teaching.

playcentre supervisor.

Teaching in New Guinea for 1 year (9-23 age group).

Lecturing at college for 8 years.

Lecturers:Mrs. A. Andrews, M.A. (Education)

Kindergarten training at Christchurch college.

Did B.A. while kindergarten teaching, took year off to do thesis on curiosity.

Assistant for two years. Head teacher at Sydenham and Trengrove.

Lecturing at college 6 years.

Miss M. Roberts, B.A. (Psychology, Education)

Training college to infant teaching (Trained Teacher's Certificate with special endorsement for speech).

15 years clinical experience in speech therapy. Mainly children and adolescents with emphasis on the pre-schooler.

Lecturing at college 2 years.

OUR STAFF (cont.)

Miss J. Hyde:

Trained Teacher's Certificate (with distinction) 1965.  
Licentiate Trinity College, London. (Sitting for Fellowship of  
Trinity College December 1971).

7 years teaching at Heaton Normal Intermediate School -  
Christchurch.

Head of Music Department 1967-71.

Member of N.Z.E.I. Music Curriculum Committee for  
5 years.

Toured Britain, U.S.A. and Australia as member of Christchurch  
Harmonic Choir and Christchurch Harmonic Chorale.

Lecturing at college 1 year .

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KINDERGARTEN TEACHERS ASSOCIATION - (K.T.A.)

The Kindergarten Teachers Association of New Zealand is a body well worth belonging to, and supporting, for it is the only official body for making representation to the Department of Education. As students now have speaking and voting rights in their local Association, it deserves YOUR support.

The kindergarten movement is divided into two groups. First, there is the New Zealand Free Kindergarten Teachers Association (Incorporated). This is the body in which students have just gained speaking and voting rights. The affairs of the N.Z.F.K.T.A. are administered by a council of twenty one members elected from the membership of local Kindergarten Teachers Associations.

The executive is appointed by the council, and can exercise all or any powers exercised by the council. The executive appointed by the council carries out council policy and the administration of the association.

The N.Z.F.K.T.A. is an organisation which deals with the Government on matters such as salaries, and conditions, and warrants the full support of students.

The other group is made up of laymen making up the committees of the local kindergartens, which combine to form the local associations. All the associations are affiliated to the New Zealand Free Kindergarten Union (N.Z.F.K.U.), which incidentally, is not a trade union. Every association is represented at national conferences where policy is formed. The union itself is not an executive body, but is recognised by the Minister of Education as representing all kindergarten Associations.

S.T.A.N.Z. - THE STUDENT TEACHERS ASSOCIATION OF NEW ZEALAND:

The college appears to be divided into three over the issue of S.T.A.N.Z. -

- (a) Those who feel that S.T.A.N.Z. is just what is needed "if only the students would get behind it."
- (b) The idealists who feel that the K.T.A. has more to offer us.
- (c) Those who show spasmodic interest in S.T.A.N.Z., but are not really sure what it is all about.

There is another group of students who don't really care one way or another. See Apathy in the "Lexicon".

It is hoped that students will give more backing to this association in future, as it is not until we begin to help ourselves that S.T.A.N.Z. will be able to give us more than nominal assistance and backing.

During Orientation Week a member of the student body will explain more fully the workings of S.T.A.N.Z.

This is Not a lecture, so please Attend and Learn.

P.S.I.S.- THE PUBLIC SERVICE INVESTMENT SOCIETY:

A co-operative retail store in which you have a stake if you pay for a small share. Your payments are credited to your account as savings. You pay normal prices for what you buy there (e.g. pantihose), but get 12½% discount returned as credit on your account every six months.

THE CHRISTCHURCH KINDERGARTEN STUDENT TEACHERS' UNION:

"The curse of democracy is unionism...."

Karl Marx.

This is actually a slight exaggeration, as what you have just joined, or are about to join, is actually a Students' Association, but, as membership is compulsory, I do feel that the whole thing has Communistic tones, and we all know the quotation ... "A rose by any other name ..."

Un-be-known to many, our Executive does do something other than whipping \$4-50 off you when you are too confused to notice.

With Student funds the Executive pays \$80 a year for the doubtful privilege of belonging to S.T.A.N.Z.

We send two representatives to S.T.A.N.Z. Conferences - usually the President and S.T.A.N.Z. representative.

The morning and afternoon teas and suppers that are put on during the year, also come out of Student funds, or else an Executive member organises people to bring the necessary provisions.

We support two Greek children to the tune of \$80 a year. To pay for this you will notice a bowl going round the lecture rooms on Wednesdays, in which you are expected to put at least 5c.

It is also the job of the Executive to organise the Graduation Ball at the end of the year.

Other than what's been mentioned, Executive is here to help you. If you are too embarrassed to haress someone personally, there is a "suggestion box" in the common room, and if you think there is something which could be done better, or needs doing, put the idea in the box (write it down first), and the Executive will do its best to deal competently with it.

A LEXICON FOR THOSE WHO WISH TO ADOPT THE STUDENT IMAGE  
AND TO LAPSE INTO THE VERNACULAR:

A.G.M.	Annual General Meeting
Apathy	Traditional "could'nt give a damn attitude" of student mass to sport, arts and responsibility.
Assignments	A true account of our experience at kindergarten (taken from a book).
Broke	Yes, always ! !
Denims	Put a crease in them and dye them black.
Discussions	The long way round to conformity
Exec.	The chosen 12.
Films	A bumpy journey
Graduation Ball	Glorified game of Ring a ring a roses.
K.T.A.	Kindergarten Teachers Association
Late	$\frac{1}{2}$ minute late is a crime which can only be committed by STUDENTS.
Lecture	Don't take notes - but be able to regurgitate fully.
Lecture Notes	Personal summary by the student of the main points of a lecture - NOT a verbal transcript (lecturers are annoyed if jokes are transcribed in exams).
Men	Non existent Miserly Egocentric Necessary
Nuts	Neurotic Underpaid Teacher Students
Primary Division Cafe	"A slice and a buzz bar, please"
Professionalism	Frequently talked about, infrequently seen.
Resits	Exams for those students who mistook finals for a dress rehearsal.
Rugby	Predominant religion amongst Christchurch men. You can't fight it so it's better to join it.
Slack	A common complaint
S.T.A.N.Z.	Student Teachers Association of New Zealand.
Students (University type)	Can be identified by Frequent use of "Peace" signs.
T.V.	Like alcohol, an addiction.
Wit	All too seldom heard about college.



SOME RESULTS OF A SURVEY ON KINDERGARTEN STUDENTS - CARRIED OUT IN THE THIRD TERM OF 1972, BY TWO STUDENTS FROM PRIMARY TRAINING COLLEGE:

1. The average age of first year students was 18½ years
  2. The marital status of students was -
 

Single	69%
Engaged	3%
Have plans to marry next year	14%
Married	11%
Have been married	3%
  3. The kindergarten student entered training from -
 

School	67%
Other occupations	33%
  4. The New Zealand norm for number of children per family is-  
2.6 children.
- BUT kindergarten students came from families with average size 4 children.
5. It was also discovered that kindergarten students interest in their work was motivated by -
 

Love of children	70%
Desire to help others	28%

WHERE DO YOU FIT IN ??

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STUDENT DISCOUNT STORES:

The following stores will give discount if students present I.D. cards -

The Shirt Shop	5%
Symon & Lowther	5%
Fendalton Cycles	10% on pushbike 5% on motorbike
Clockwork Orange	10%
Jon;s Food Bar, 171 Victoria St.	10% over \$1
Kevin Dalley Ltd.	10%
Mainlands Battery Town	10%
Ken Morrison Photography	10%
Fry & Fletcher Jewellery	10%
Paterøon's Tyre Service	20% on retread 10% on new tyres
His Lordships Bazaar	10%
Peter Clarke's	10%
Littlejohn's Instruments Ltd.	Various
Rainbow Dry Cleaners	10%
N.A.C. Recreation Centre	Squash 30c instead of 50c until 4.30 p.m.
Tisdalls	5% -some exceptions
Johnson & Couzins	5%
Noel's Boutique	5%
Keats Fashion Shop	5%
Couture Fashions	Various
Charles Begg	5% sheet music 5-10% instruments
Maurice Liebert	5%
Elaine Moody	5%
Sedley Wells	5%
Trinidad Restaurant	10%
Daves Night Spot	10%
El Segunda (Sundays only)	40 cents
A.N.I. Cashel St.	10%
Leisure Crafts	10%
Whitcombe & Tombs	10%
Dolls Hospital, High St.	10%
Newmans	20% on return trip
Knitwear Shop -Whitcombs Arcade	10%
The Record Factory	10%
McLaughlins Shoe Shop	10%

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"THE ROOT OF ALL EVIL..... MONEY"

Not only does the first week of College tend to be fraught with frustrations, it is also rather a painful time financially. Apart from the purchase of Text-books,

You will be asked to pay the exorbitant fee of somewhere in the vicinity of \$16-00, this comprises the following charges -

College fees \$15-00 (\$4-50 of this money goes into Student funds, a worthwhile investment !)

K.T.A. Compulsory membership \$1-00. (This entitles you to a copy of their Pre-School Journal and several 'Perks')

N.B. These costs are only approximate for, as we all know, the cost of living is rising.

All students must also purchase a smock, many of these are very useful as they can be converted to tents with little difficulty, due to the fact that they are based on similar design.

This is the other occasion when you have a man come to visit you. Mr. Barnett from Barnett Uniforms, he shows you a variety of smocks, and eventually you all decide on the one you dislike the least.

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AS ONE SEES VERY FEW MEN AROUND THE COLLEGE IT IS SUGGESTED THAT YOU ALL MAKE THE VERY BEST OF IT WHEN THE MEN FROM THE -

E D U C A T I O N B E N E V O L E N T S O C I E T Y

COME TO VISIT YOU.

The aim of this Society is, briefly, through co-operation among members, to promote members' welfare and to help members in need.

The men will explain the system to you fully, but I think it is important to remember that for First Year Students membership is FREE. After you have been training for a short while you will come to realise that to a Kindergarten Student 'FREE' is a magic word. In your second year of training, the charge for membership is only five cents per week, which is within the realm of even the incredibly poor Kindergarten Teachers' College Student.

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LECTURES - AND HOW TO GET THE MOST OUT OF THEM:

Well, here you are, you have just arrived, so to speak. This is your first big step towards independence. At Training College far beyond anything you have ever experienced at School, you will be your own boss. But - if you have the will to succeed, you will be a much tougher task-master than any school teacher wielding the big stick or imposing detentions and 100 lines. The Training College wants you to do well, and your success will be rewarded but it won't punish you for not working, except by telling you by way of test marks and examination results, that you have not made the grade. In fact, the really big difference between School and Training College is the change from externally imposed discipline, to self discipline. Mind you, there are certain rules that must be adhered to both in and out of College.

Throughout the academic year you will be spending a fair amount of time in your lecture room. So you might as well know what is in store for you and develop a sound technique of note taking. All you can really hope to do is to write brief summaries including key words, definitions and so on. Don't even attempt to write the major part of the lecture down in shorthand. Spend as much time listening as writing. As someone has said, "take note while taking notes". A loose-leaf system is best, with a separate book for each subject. There was once a student who had one book for everything. When she ran out of space with one subject she wrote between the lines of another. Needless to say, all she ever passed was into oblivion, not any examinations. In the evening you will have to review the day's work. You won't have the time to re-write your notes although you may do this in some cases.

In the main it is suggested that you read through each set of notes and reconstruct the lecture in your mind. Read the appropriate chapter in your text book and then enter into your note book any points of clarification or amplification.

Lecturers come in all shapes and sizes. Some are fast talkers, others more deliberate. Some are deadly serious, others amusing and entertaining. What you have to do is get used to the particular technique of each Lecturer. If she is too slow for your perceptive mind, try to keep alert, or else you may miss something that really matters. If she proceeds at a gallop, hang on like grim death and don't give up. If you cannot understand what she is saying, ask a question either immediately or at the end of the lecture. It is important to note that our College Lecturers have a sterling quality . . . They are incredibly patient !

If you can do all this, you will finish up with a full and tidy set of notes which will form the basis of your final swot before the examinations, you will also be a paragon of virtue, and the answer to our Lecturers' prayers !

FACILITIES AT PRIMARY COLLEGE:

Our College is situated adjacent to the Christchurch Teachers' College Primary Division.

Aha ! ! you may say, rubbing your hands together with glee . . . . But I am very sorry to have to inform you that the girl/boy ratio is very high, the competition great, and the quality only average to fair.

However, if you were hoping for something more in the line of somewhere to buy some food at a reasonable price, and a chance to join several clubs AND the opportunity to have the occasional game of pool, then I am happy to be able to tell you that Primary Div. (as it is affectionately referred to), can offer you all this . . . and more.

There is also a Textbook and Stationery store, which is run by Whitcombe & Tombs, so it is just as easy to run yourself into perpetual debt at Primary Div. as it is to walk all the way into the main store.

Please feel free to ask any of the 'Second Year Students' (the slightly frayed-looking ones), the whereabouts of any of the facilities mentioned or about any other problem you may have, as they will sincerely be "only too pleased to help you."

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REFUND OF DAILY TRAVELLING EXPENSES:

A student whose place of residence is more than 3 miles away from the training centre may receive a portion of the cost of daily travel to and from the centre. The following conditions apply -

(a) The payment is made by way of an annual refund. At the end of a training year the total amount of expenses of the student is computed. The student pays the first \$8 herself, and the balance, up to a maximum of \$20, is refundable to her. The list of refunds should be included with the payroll for the month concerned.

(b) In assessing the amount due, the most economical and direct form of public transport available should form the basis of the claim. Concession rates, if provided, will apply. The claims should be limited to those days when the student attends for training.

(c) Students on section receive refunds on the following basis when travelling direct from their homes to practising kindergartens -

1. Public transport - actual cost of daily travel between residence and practising kindergarten less 20c a day.
2. Bicycle - 2c. a mile for journey between residence and school, less 5c. a day.
3. Own motor vehicle - equivalent fares as in (1) less 10c. a day.

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SICK LEAVE

ENTITLEMENT: The period available for sick leave with pay is in accordance with the First Schedule to the Teachers' Leave of Absence Regulations 1951, and is as follows:-

<u>Total length of Service:</u>		<u>Total Sick Leave with full salary:</u>
Up to	3 months	7 days
From	3 " up to 6 months	14 "
"	6 " " " 9 "	31 "
"	9 " " " 5 years	46 "
"	5 years "10 "	92 "
"	10 " "20 "	154 "
"	20 " "30 "	229 "
"	30 years	306 "

The Director of Education may grant an extension of the L.W.P. provided by this Schedule where the circumstances are exceptional, and where the extension is recommended by the employing Association.

An employing Association may grant L.W.O.P. to a teacher who does not wish to encroach further upon her sick leave entitlement, or who, in the case of an accident, has grounds for claiming damages from an outside party. The normal L.W.O.P. procedure applies and -

TEACHERS SUBMITTING CLAIMS FOR DAMAGES IN THIS CONNECTION SHOULD BE WARNED TO HAVE REGARD TO ANY CONSEQUENTIAL DEDUCTION FROM HOLIDAY PAY.

PROCEDURE WHEN SICK

Sickness: First day of absence.

Telephone: Telephone College between 8.30 and 9 a.m. and/or phone Kindergarten by 9 a.m. (Phone BOTH if on section at Kg. phone College if not.)

Your message should indicate what your illness is, how long you expect to be away, and whether or not a doctor is being called.

It is the student's responsibility to notify both places. AND IT MUST BE DONE. If you are conscious at all, no matter how ill, you must crawl to the phone yourself or get someone else to do it for you. Only when you have phoned can you tuck yourself up and enjoy the day at home!

Second or subsequent days of absence:

It is only necessary to phone again if your illness lasts longer than expected, and Kindergarten or College Personnel are likely to be inconvenienced by your absence. If a doctor has been called and indicates when you will be able to return to work, it is courteous to let people know when you expect you. People who work with you would also appreciate being warned if you contact anything contagious!

Doctor's Certificate: A Doctor's certificate is necessary if you are away more than three working days. (To save time and expense, it is a good idea to ask your doctor for this when he calls).

First day back at College: (This applies to any kind of absence).

Absence Notification Form- An absence form must be filled in on the first day you return. These are obtained from boxes outside both the Secretary's office and the study of the staff member responsible for attendance records (\_\_\_\_\_).

Fill in, giving dates of absence clearly. e.g. 18th November to 25th November inclusive, or March 9th (all day), March 10th (a.m. only). Reason for absence should be given.

"Post" the completed form in the box outside the staff member's study, together with the doctor's certificate, if you have one.

APPLYING FOR LEAVE OF ABSENCE: Leave - Use an absence form, as for sick leave. Fill in dates on which you wish to be absent, and state clearly the reason for which leave is being requested. Hand in to the Secretary at least a week before leave is required, unless it is a case of emergency. Permission for leave (which is without pay, unless for the specific purpose mentioned in the Schedule), is given by the Principal, and you will be notified if it has been granted to you.



GENERAL INFORMATION CONCERNING ABSENCES: Using Sick Leave

As you are training for a profession in which other people depend on you, it is important that you develop a responsible attitude toward absence during your student days. When you are a kindergarten teacher every absence means that someone else has to do your work - either the staff member with whom you work, or a mother who has to leave her own work to do yours, as an emergency mother helper. Although as a student an absence does not mean this, you should still remember that you are being paid to study, and you are therefore expected to attend College and Kindergarten as required. You are allowed paid absence for genuine illness and for certain specific purposes, as indicated on the schedule, but you would be unwise to use up your sick leave with every minor headache, backache or period pain. (Medical opinion on period pain is that keeping active is the best way to reduce it. Lying down actually makes it worse. If you have severe pain with every period, you should see your doctor.)

You never know when you will require your sick leave for a serious illness or accident - and absence gets more expensive in terms of lost pay as your length of service increases.

However, as you are working with people, you should take yourself home smartly, and stay home until you are not infectious, if you feel you have 'flu or a cold developing. No one else wants to catch it - and you should be careful not to go to Kindergarten if you are at an infectious stage with anything.

Vaccinations - Being in close contact with small children, for probably the first time, usually means that most students catch more sore throats, colds, 'flu (and other childhood ailments), than usual, until an immunity is built up. If you are susceptible to colds and 'flu it could be a good idea to have vaccinations against these before the winter term. Your doctor can advise you about this.

Leave without pay - Absence without leave (thereby constituting leave without pay), eventually accumulates, and the odd lecture missed here and there will add up to a half or a whole day's pay deducted. If you are absent from class or Kindergarten without permission, for any reason (other than sickness) and fail to fill in an absence form, a salary deduction form will be posted for you on the letter-board in the Common Room. This gives you the opportunity to supply your excuse if you had forgotten. It does not ensure that deductions will not be taken from your salary.