



# St Margaret's College

Balanced  
foundations,  
bright futures.

# International

Year 0 – 13, 2025





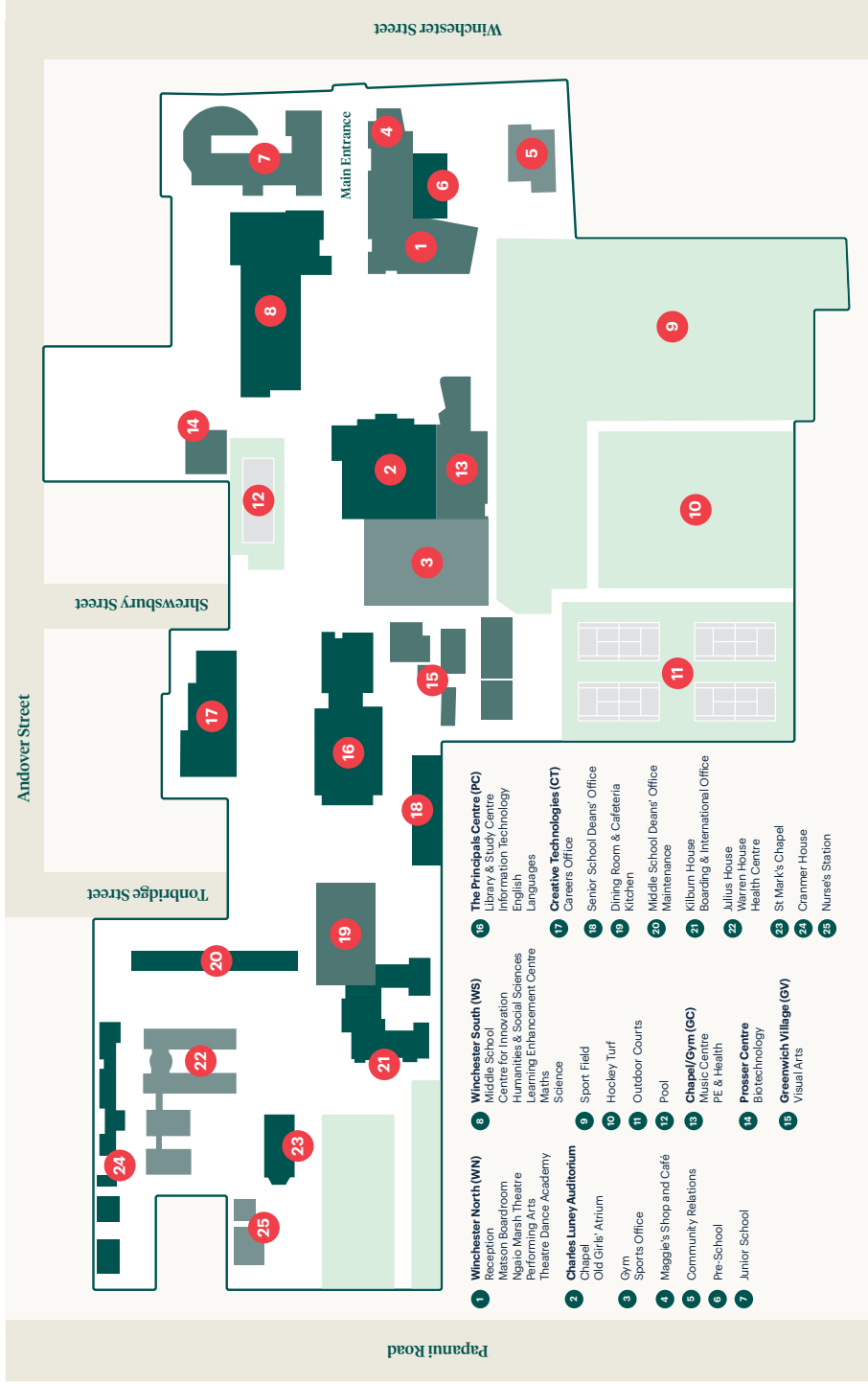
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# School Map



## Welcome to St Margaret's College

Welcome to our College community, our city of Christchurch, and New Zealand. Thank you for choosing to join us here at St Margaret's College. We look forward to supporting you to achieve and enjoy success as well as fun and happiness here at our College. This handbook has been prepared for international

students to help you adapt to this culture in which you now find yourself. I look forward to working with you on your journey with SMC over the next year

**Jo Fogarty,**  
International Student Manager

# Graduate profile

In order for each girl to have a deep sense of wellbeing and happiness – hauora/eudaimonia, we must support her to be:



# Term dates 2025

New boarders Year 7-10 and Year 13 – Sunday 26 January

New boarders Year 11-12 and all returning boarders Year 8-10 – Monday 27 January

New student induction – Monday 27 January

### Term 1

Tuesday 28 January – Friday 4 April

(Boarding closed Wednesday 5 February – Sunday 9 February)

### Term 2

Monday 28 April – Friday 27 June

(Middle and Senior Schools closed for Parent-teacher interviews – Monday 28 April)

### Term 3

Monday 14 July – Friday 12 September

(Middle and Senior Schools closed for Parent-teacher interviews – Monday 14 July)

### Term 4

Monday 6 October – Thursday 4 December

# Weekly routine

	MONDAY	TUESDAY		WEDNESDAY		THURSDAY	FRIDAY
8:25am	Tutor Time	Tutor Time		Tutor Time		Tutor Time	Tutor Time
8:30am			8:30am		8:30am		
Period 1			Period 1		Period 1		
9:20am			9:20am		9:20am		
Period 2			Period 2		Period 2		
10:10am	Tutor Time	Chapel	10:10am	Interval	10:10am	Assembly	Tutor Time
10:35am	Interval	Interval			10:35am	Interval	Interval
11:00am			10:35am		11:00am		
Period 3			Period 3		Period 3		
11:50am			11:25am		11:50am		
Period 4			Period 4		Period 4		
12:40pm			12:15pm		12:40pm		
Period 5			Period 5		Period 5		
1:30pm	Break	Break	No Break	No Break	1:30pm	Break	Break
1:50pm			1:00pm		1:50pm		
Period 6			Period 6		Period 6		
2:40pm			1:45pm		2:40pm		
Period 7			Period 7		Period 7		
3:30pm	End of Day	End of Day	2:30pm	End of Day	3:30pm	End of Day	End of Day

## Key staff



**Mrs Diana Patchett**  
Executive Principal



**Ms Jo Fogarty**  
International Student  
Manager



**Rev. Stephanie Clay**  
Chaplain



**Ms Sian Evans**  
Head of  
Senior School



**Ms Kathryn Gray**  
Head of  
Middle School



**Mrs Bridget  
Compton-Moen**  
Head of Junior School



**Ms Jacq Gilbert**  
Deputy Head  
of Senior School  
(Academic)



**Mr James Evans**  
Deputy Head  
of Senior School  
(Student Care  
and Experience)



**Ms Rachel Quigley**  
Deputy Head  
of Middle School

## Deans

**Year 7 & 8** Lucy Mackie

**Year 9** Amanda Surridge

**Year 10** Gabby Farrar-de Wagt

**Year 11** Helen MacDonald

**Year 12** Nick Adams

**Year 13** David Thompson

## Uniform



**Formal uniform**  
Junior and  
Middle School



**Formal uniform**  
Senior School



**Long-sleeved  
blouse with tie**



**Short-sleeved  
blouse with tie**



**Cardigan**



**Gym dress**



**Tailored shorts  
with short-sleeved  
T Shirt**



**Skirt (Y9 upwards)  
with long-sleeved  
T Shirt**



**Tailored navy trousers**



**Jacket**



**Junior hat**



**Red blazer  
(awarded)**

# Living and studying in New Zealand



## Wellbeing and support for international students

SMC is a community which works hard to ensure our international students feel welcomed, comfortable, safe, heard, and supported throughout their time at our College.

### International Department

- International Student Manager
- International Administrator
- ELL Teacher
- Pre-arrival pack
- Orientation Programme on arrival
- International Club

### Boarding

- Director of Boarding
- House Managers
- Supervisors
- Homework Tutors
- Fellow Boarders

### School

- Tutor
- Year level Dean
- Head of School
- Counsellor
- Chaplain

### Wider Community

- Designated caregiver
- Sports and cultural clubs
- Rite Journey – Year 10

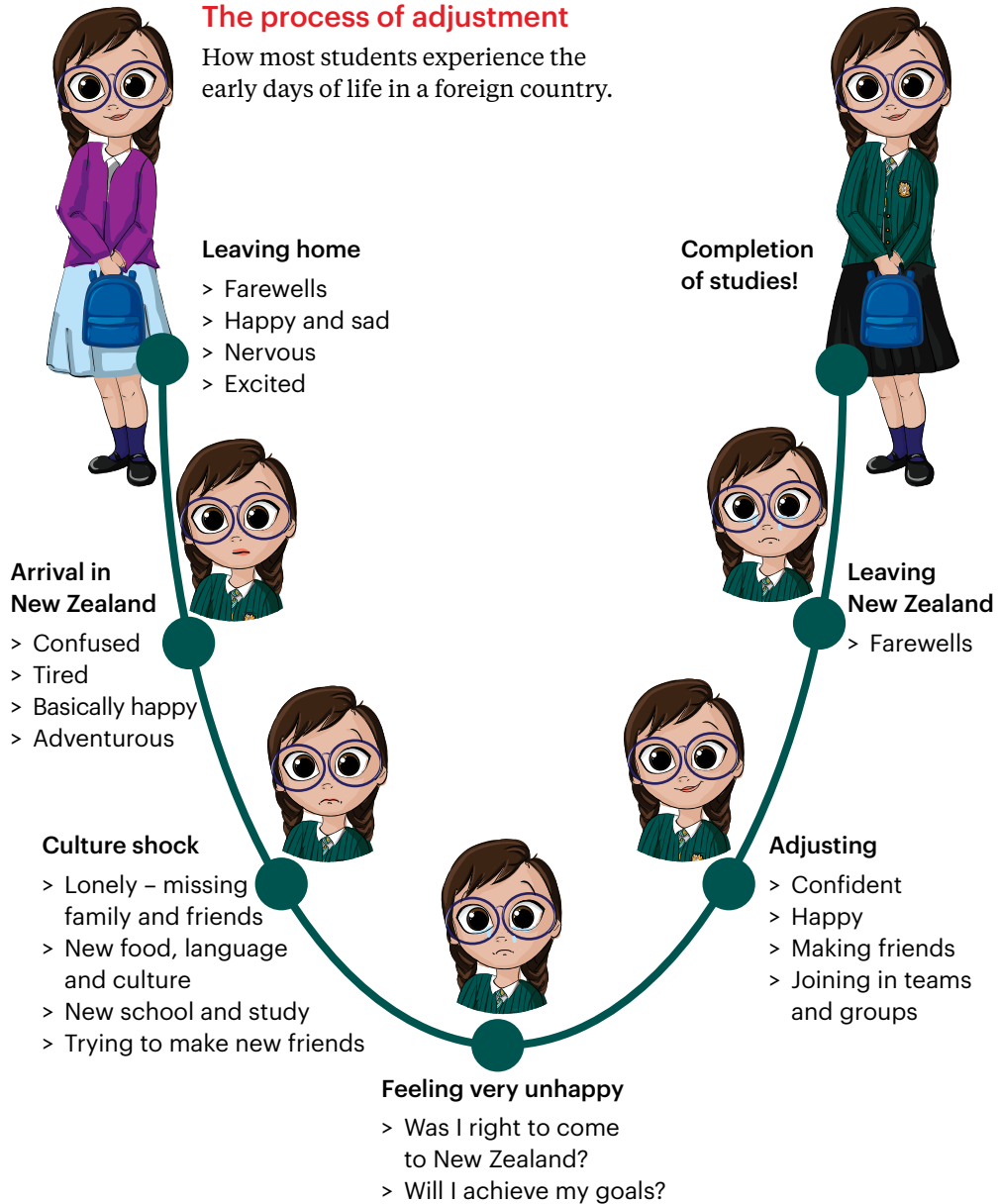
### 24/7 Emergency Contact:

**Jo Fogarty**  
**+64 22 070 5418**

# Culture shock / Cultural differences

## The process of adjustment

How most students experience the early days of life in a foreign country.



# Participation

Participating in co-curricular activities is a great way to make friends,

integrate and become a part of our SMC community.

## The Arts

### SCHOOL PRODUCTION

#### DANCE

- > Middle School Dance Company
- > Pop Company
- > Senior Dance Company
- > Senior Development Dance Company
- > Highland Dance
- > Jazz Dance
- > Hip Hop Dance
- > Junior School Dance

#### DRAMA

- > University of Otago Sheilah Winn Shakespeare Festival
- > Theatresports
- > Middle School Drama
- > Speech and Drama tuition

### MUSIC

- > Private music lessons
- > Pops Choir
- > Chamber Choir
- > Fun Choir
- > A Cappella
- > Barbershop Quartets
- > Middle School Choir
- > Year 13 Choir
- > Junior 4-6 Choirs
- > Year 1-3 Choir
- > SMC Orchestra
- > SMC String Orchestra
- > Combined Orchestra with Christ's College
- > Ukulele Orchestra
- > Flute Choir
- > Jazz Band
- > Rock Bands
- > Chamber Music

### VISUAL ARTS

- > Exhibitions
- > Art Club
- > Photography Club
- > Art Extension

### WORDSMITHS

- > Debating
- > Tea & Philosophy
- > Creative Writing

### INNOVATION

- > Technical Team
- > Robotics Group
- > Coding Group



**Sport**

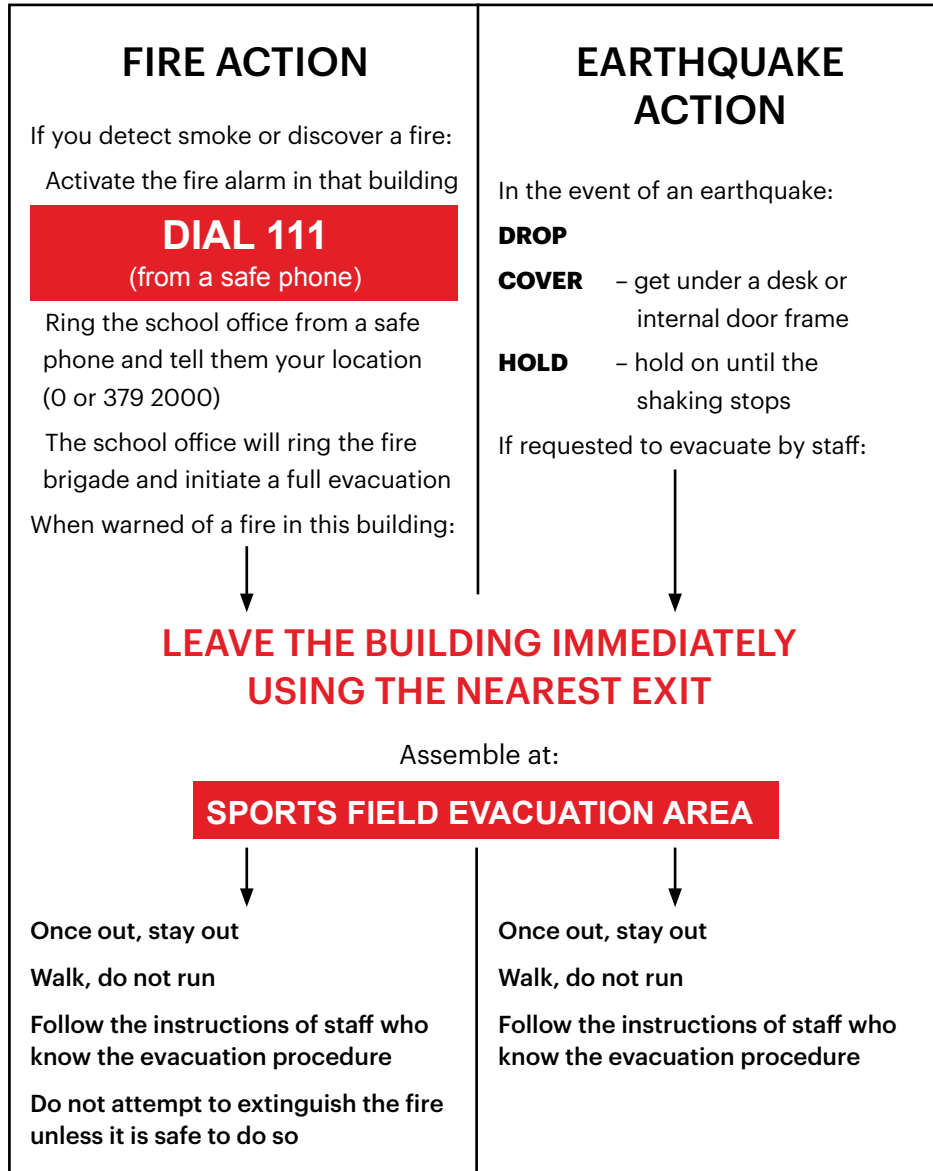
- › Archery
- › Athletics
- › Badminton
- › Basketball
- › Climbing
- › Cricket
- › Croquet
- › Cycling
- › Equestrian
- › Flipper Ball
- › Football (Soccer)
- › Football – Skills
- › Football – Indoor
- › Golf
- › Hockey
- › Korfball
- › Miniball
- › Netball
- › Netball – Indoor
- › Royal Life Saving
- › Rowing
- › Rugby
- › Rugby Sevens
- › Run Club
- › Summer Hockey
- › Swimming
- › Table Tennis
- › Tennis
- › Touch
- › Triathlon
- › Volleyball
- › Water Polo
- › Ultimate Frisbee

**Regional/National  
Secondary School  
Events:**

- › Athletics
- › Cross Country
- › Gymnastics
- › Multisport
- › Skiing/Snowboarding
- › Swimming
- › Triathlon

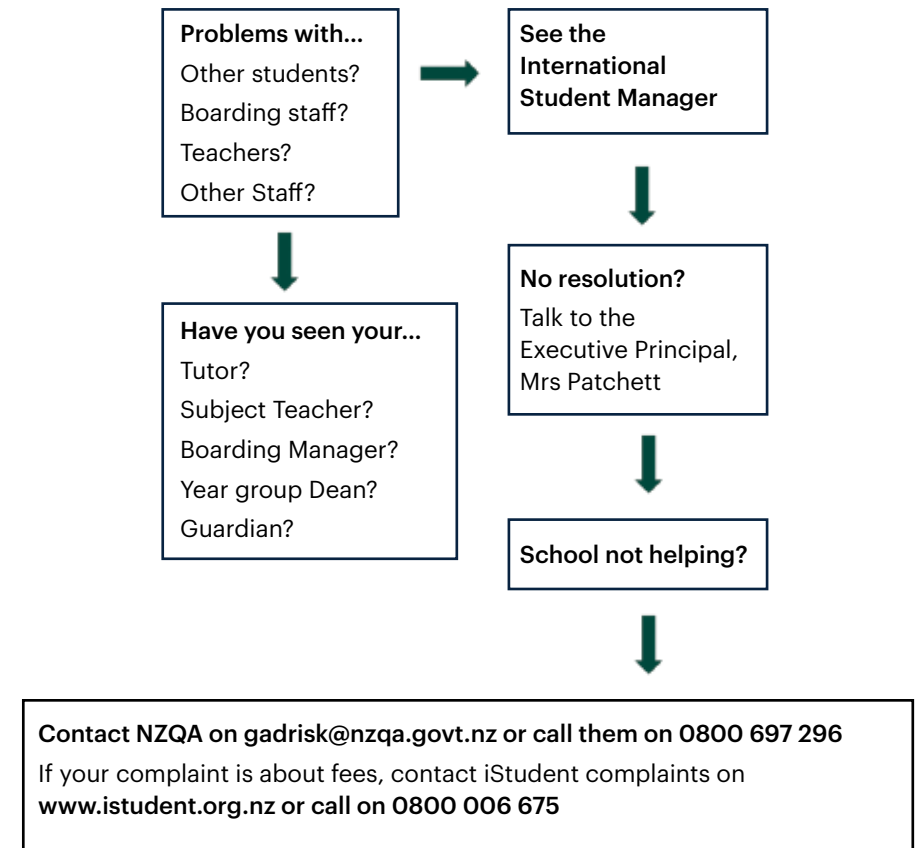


# Keeping You Safe



# Grievances and Complaints Process

What do you do if you have a complaint?



For details of the St Margaret's College refund policy, please visit our website: [stmargarets.school.nz](http://stmargarets.school.nz)

# Wellbeing and safety for international learners

The Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021

## **What is the Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021 (the Code)?**

The Code aims to protect international learners. It ensures they have a positive student experience and are supported to meet their goals.

Under the Code, your school must make sure you are welcome, safe, and properly cared for.

## **Who is the Code for?**

The Code covers all international school learners enrolled with a New Zealand school. This includes learners studying in New Zealand, online, or offshore.

The Code also covers all tertiary learners studying with New Zealand education providers.

The New Zealand Qualifications Authority (NZQA) is the administrator of the Code for the New Zealand Government. NZQA monitors and supports schools to meet the Code.

In New Zealand, only schools who are signatories to the Code can enrol international learners.

St Margaret's College is an approved Code signatory.

## **How do I get a copy of the Code?**

You can download the full version of the Code in Te reo Māori and English:

[www2.nzqa.govt.nz/assets/Tertiary/The-Code/pastoral-care-code-of-practice-2021-maori.pdf](http://www2.nzqa.govt.nz/assets/Tertiary/The-Code/pastoral-care-code-of-practice-2021-maori.pdf)

[www2.nzqa.govt.nz/assets/Tertiary/The-Code/pastoral-care-code-of-practice-2021-english.pdf](http://www2.nzqa.govt.nz/assets/Tertiary/The-Code/pastoral-care-code-of-practice-2021-english.pdf)

## **What does the Code say?**

The Code sets out the standards of care expected of New Zealand providers for the wellbeing of their international learners.

## **Outcomes 13-22 of the Code are for international learners in schools**

### **Outcome 13 – Marketing and promotion**

This outcome ensures that you and your family have a full and realistic picture of what it will be like to live and study in New Zealand.

### **Outcome 14 – Managing and monitoring education agents**

This ensures that education agents give you and your family reliable information and support.

### **Outcome 15 – Offer, enrolment, contracts, and insurance**

Ensures your school has good systems and documentation set up to manage your:

- > offer of study
- > enrolment process
- > contract of enrolment
- > visa and insurance status and record.

Before an enrolment contract is signed, your school must ensure that you and your family are clear on your likely educational outcomes and your rights and responsibilities as an international school learner.

### **Outcome 16 – Immigration matters**

Ensures your school is confident that you meet immigration requirements to study in New Zealand before you are enrolled.

### **Outcome 17 – Orientation**

Ensures you participate in an orientation programme to help you settle into life and study in New Zealand.

### **Outcome 18 – Safety and wellbeing**

Ensures you are safe and well while living and studying in New Zealand.

### **Outcome 19 – Learner support, advice, and services**

Ensures you have the information you need to live and study successfully in New Zealand.

### **Outcome 20 – Managing withdrawal and closure**

Ensures you and your family understand your rights and obligations if you withdraw from school, do not attend, or if your school cancels a programme or closes for any reason.

### **Outcome 21 – Dealing with complaints**

Ensures there are transparent, accessible, and effective processes in place to resolve any complaints you may have.

### **Outcome 22 – Compliance with international learner contract dispute resolution scheme (DRS)**

Ensures that your school is familiar with the Disputes Resolution Scheme (DRS) available to international learners, and complies with its rules.

### **Translations**

Translated summaries of the Code are available for international school learners and their families. Visit: <https://www2.nzqa.govt.nz/tertiary/the-code/the-code-for-learners/the-code-for-international-school-learners/>



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ISiNZ Independent  
Schools of  
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