



WAIKATO TRADES ACADEMY

CONGRATULATIONS and welcome, you have been accepted into the Waikato Trades Academy

Construction and Infrastructure Programme

STUDENT AND PARENT INFORMATION

Your First Day - 1 Day Induction

Date:	Time:	Location:	Queries:
Wednesday 15th February 2017	Arrive 8.45am Start 9.00am - 2.30pm	G Block Rotokauri Campus; Hamilton	Please contact Vicky Riley, WTA Coordinator vicky.riley@wintec.ac.nz 07 834 8800 ext. 3123

Induction Day Transport

- Please make your way to the Pukekohe High School main entrance (Harris Street) for the below pick up time.
- You will be dropped back to the same point in the afternoon.
- See your career advisor at school if you need help getting to the Pukekohe bus pick-up point.

Route - Pukekohe High School main entrance (Harris Street) to Wintec Rotokauri Campus Hamilton and return

Meeting point	Pick up time	Drop off time
Pukekohe High School main entrance (Harris Street)	7.30 am	3.45 pm
Wintec Rotokauri Campus	8.45 am	2:30 pm

Course Detail

Weekly Compulsory Class:	Location:
Your WTA day of the week will be confirmed at Induction and start the following week. Note, there is no class during school holidays.	Wesley College 801 State Highway 22, Paerata
Construction and Infrastructure Rotation; 10 days within each (in no particular order) Carpentry; Electrical; Plumbing	

Class Hours

Class hours will be between **8.30am and 3pm** on your scheduled day. If these times change, you will be notified by your WTA Youth Advisor or your secondary school.

Reporting an Absence

Attendance is one of the greatest influences on learning and as a result all students need to be present in class to fully participate and engage:

- If you are unable to attend class or if you know of an absence in advance (e.g. a **school trip, sports day**, planned surgery etc) please contact your WTA Youth Advisor on **021 795 881** (phone or text) or email waikatotradesacademy@gmail.com.
- As we work in partnership with secondary schools, we will be in touch with them to report daily absence.

Withdrawals

Early confirmation of withdrawals will allow wait listed students the opportunity to participate in the course:

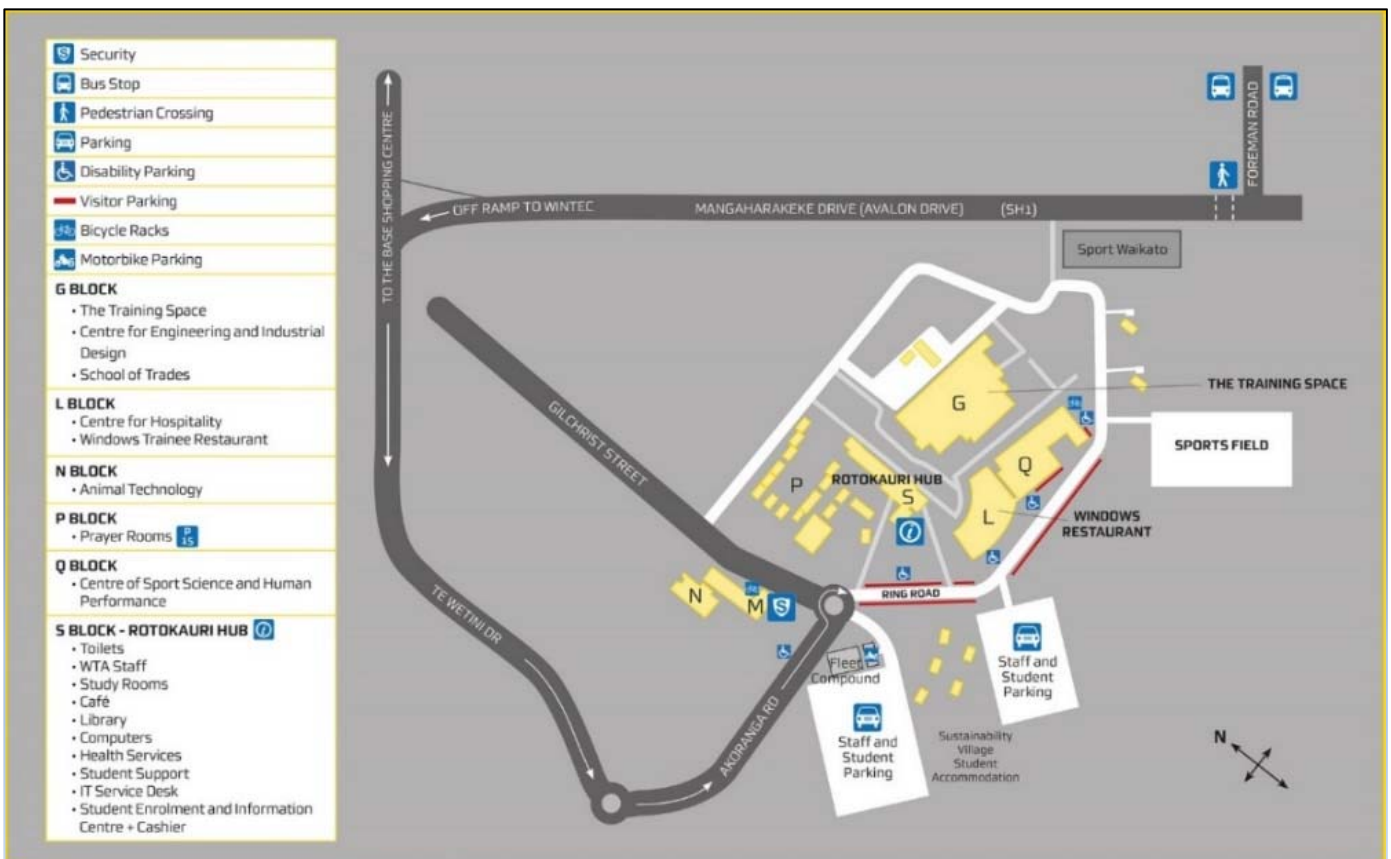
- Please monitor your son/daughter during the initial days of the programme. If they do not wish to continue with the Trades Academy programme, we ask that they withdraw **on or before Friday 10th March**. This is three weeks after the commencement of the programme.
- Please contact your secondary school if you wish to withdraw.

Transport for the Year

Please discuss with you career advisor at school your transport options.

How to find your way around on Induction day

Wintec Rotokauri Campus



For all the information you need in the lead up to your first day at Wintec check out www.wintec.ac.nz/welcome