

**Wintec****WAIKATO TRADES ACADEMY**

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

Fairfield Integrated Engineering

STUDENT AND PARENT INFORMATION

Your First Day - 1 Day Induction

Date:	Time:	Location:	Queries:
Thursday 16th 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

Transport:

- Please make your own way to the Academy on induction day.
- You will be provided with a Busit card during the day for WTA use throughout the year.

Course Detail

Weekly Compulsory Class:	Block:	Location:
Your WTA day of the week will be every Thursday AND Friday, starting the week after induction. Note, there is no class during school holidays.	<i>Potential</i> of a 1 week block course dates to be confirmed	Rotokauri Campus; Hamilton
Students will be covering Mechanical, Electrical and Civil Engineering throughout the year.		

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 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. Meet our Youth Advisors:

- Celeste Slatter; 021 712 593 or email celeste.slatter@wintec.ac.nz
- Elizabeth Radich; 021 544 035 or email elizabeth.radich@wintec.ac.nz
- If you are unable to attend a class or if you know of an absence in advance (e.g. a school trip, sports day, planned surgery etc) please contact your above WTA Youth Advisor
- 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:

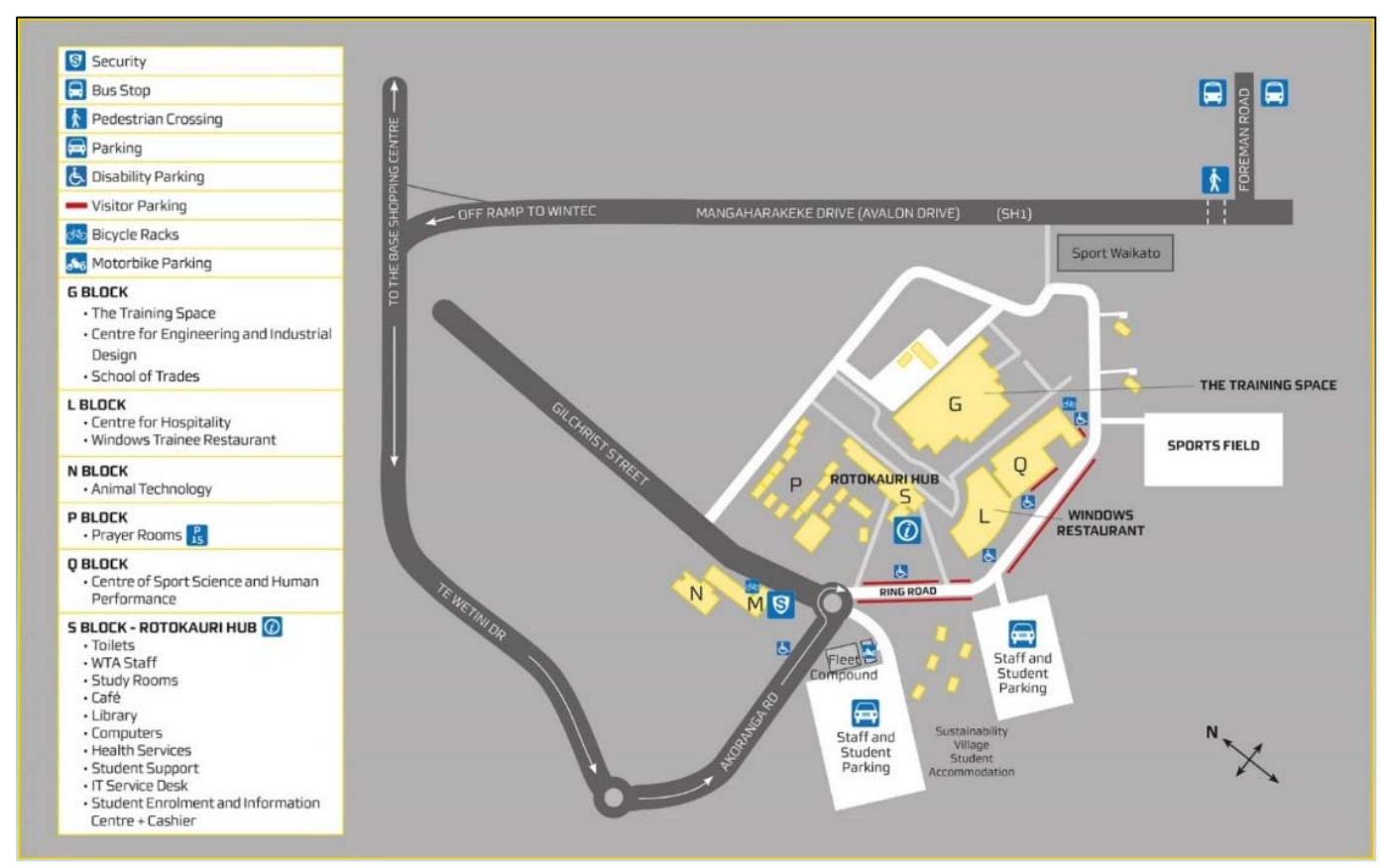
- Please monitor your son/daughter during the initial days of the programme. If they do not wish to continue with the Trades Academy programme, we ask that they withdraw **on or before Friday 10th March**. This is three weeks after the commencement of the programme.
- Please contact your secondary school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

Transport for the Year

- If public transport is available this will be your first preference.
- You will be provided with a Busit card on induction day, please note this is for WTA use ONLY.
- If you live out of town and need assistance getting to your closest regional bus on a regular basis, please discuss with your career advisor at school.

How to find your way around campus

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