

**Wintec**

WAIKATO

TRADES ACADEMY**CONGRATULATIONS** - you have been accepted into the Waikato Trades Academy**Year 2 Building and Construction Programme****Your First Day**

Date:	Time:	Location:	For any queries:
KOPU Tuesday 21 st February 2017	8.30am - 3pm	Kopu Workshop	Please contact Vicky Riley, WTA Coordinator vicky.riley@wintec.ac.nz 07 834 8800 ext. 3123

Course Detail

Weekly Compulsory Class:	Location:
KOPU - Every Tuesday 21 st February to 31 st October Note, there is no class during school holidays	Rotokauri Campus OR Kopu Workshop

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 your Youth Advisor:

- Jackie Uerata; Kopu Workshop; 021 511 375 or email jackie.uerata@wintec.ac.nz
- 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 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.

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

Transport for the Year

Murphy/Turley Bus pick up locations are mentioned below:

- See your career advisor if you have any further questions regarding your nearest pick up points.
- You **MUST** be at your pick up point 10 minutes prior.

Route – KOPU Students Only		
Meeting point	Pick up time	Drop off time
Murphy Buses <i>Coromandel - Manaia - Thames - Kopu Workshop (and return)</i>		
Coromandel Area School	7.05 am	4.25 pm
Te Wharekura o Manaia	7.25 am	4.05 pm
Thames High School	8.15 am	3.15 pm
Kopu Workshop	8.25 am	3.05 pm
Turley Buses <i>Te Aroha - Paeroa College - Kopu Workshop (and return)</i>		
Te Aroha College	7.40 am	3.50 pm
Paeroa College	8.00 am	3.30 pm
Kopu Workshop	8.25 am	3.05 pm

NOTE: Any changes to this schedule will be notified by your school career advisor or WTA Youth Advisor.