



Student Guidebook 2019

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Dealing with a New Culture

Some students face difficulties adapting to the new cultural environment. As part of your orientation you will have received some tips on how to fit into Kiwi culture. The Student Handbook also contains some information. Our school is equipped to help you deal with any problems in this area and you should talk to us straight away if you have any concerns. **Here are some of the people you can turn to for help:**

The Student Welfare Officer

As your designated pastoral care person, the Student Welfare Officer's job is to help students who are experiencing difficulties to adapt to the New Zealand culture. Do you know who the Student Welfare officer is?

Bilingual counsellors

As part of orientation you will have received a list of counsellors who can speak your language as well as English. Do you know who your counsellor is?

Outside agencies

In addition to our school team, there are groups in the community who are there to help you when you need it. This guidebook lists some of them.

**In all cases, if you are not sure who to talk to,
ask your Student Welfare Officer or your teacher.**

Code of Practice for the Pastoral Care of International Students. AEC is a signatory to this Code which is managed by the New Zealand Qualifications Authority (NZQA). The Code ensures that international students are well cared for. You may read the Code on the NZQA website. Some of the references in this Guidebook are from this Code of Practice (COP.)

Emergency contact: 111 - Police, Ambulance and Fire

If you are phoning from a landline at AEC, you need to dial **9-111**

Information for Pedestrians

As a pedestrian, it's important that you follow the road rules and guidelines shown below. They will help ensure your safety when you're walking near roads or crossing the road.

General pedestrian guidelines

- Footpaths provide a safe place for you to walk. Where a footpath is provided, use it.
- Where there is no footpath:
 - walk on the side of the road facing oncoming traffic (except on curves, where it is best to walk on the outside edge of the curve)
 - if possible, walk off the road, or as close as possible to the edge of the road
 - at night, wear light-coloured or reflective clothing, or carry a torch to help you be seen.
- When using a shared path you must be careful and considerate. A shared path may be a cycle path, a footpath, or some other kind of path used by pedestrians, cyclists, riders of mobility devices and riders of wheeled recreational vehicles at the same time. There will be a sign telling you it is a shared path.
- Be careful when crossing driveways, particularly when your visibility is restricted by buildings or fences. Remember, if a driver is coming out of a driveway, their vision will be restricted and they may not see you.
- Cross the road only when it is safe to do so. Always check all nearby roads for vehicles before you cross and quickly walk straight across the road.
- Remember, it takes time for a vehicle to stop. Be sensible and wait for a gap in the traffic before crossing the road.
- When crossing the road at an intersection, remember to check behind and in front for turning vehicles.
- When crossing the road at night, cross near a street light if you can.
- If you need to cross the road when you get off a bus, wait until the bus has moved away before checking for moving vehicles.
- If you have to cross the road between parked vehicles, move out as far as the headlight of a parked car nearest the traffic, then check for moving vehicles and wait for a gap before crossing the road.
- Young children should hold an older person's hand.

Pedestrian crossings

If you are within 20 metres of a pedestrian crossing, footbridge, underpass or traffic signals, you must use it to cross the road. Don't dawdle on a pedestrian crossing.

Don't step out suddenly onto a pedestrian crossing if any vehicles are so close to the crossing that they cannot stop.

Courtesy crossings

Courtesy crossings are not official pedestrian crossings. They provide a place where drivers can stop safely to allow pedestrians to cross.

However, drivers are not obliged to stop at courtesy crossings, so use them with care.



Courtesy crossing

Pedestrian traffic signals

At many intersections and busy roads, there are special traffic signals for pedestrians.

When a non-flashing red figure is displayed, you must not cross the road. Some pedestrian traffic signals show how much time you have to finish crossing.



Don't cross

When a green figure is displayed, pedestrians may cross the road. A buzzer may also sound to let you know that you can cross.



Walk quickly across

When a flashing red figure is displayed, you must not start crossing the road, but you can finish crossing if you have already started.



Don't start crossing, but you may finish crossing

Joggers

- It can be hard for drivers to see you when you are running. Wear bright clothes and reflective belts or bands.
- Obey the road rules for pedestrians.
- Be very careful at intersections.

Information for Cyclists

As a cyclist, it is important that you follow the road rules and guidelines. They will increase your safety when you are cycling on the road.

Safety rules for cyclists

- Cyclists must wear an approved safety helmet. Always fasten it securely, by following the manufacturer's instructions.
- It's a good idea to wear brightly coloured or reflective clothing when cycling. That way you'll be easier to see.
- Don't ride your bicycle on a footpath unless you are delivering newspapers, mail or leaflets, or there is a sign indicating it is a shared pedestrian and cycle path.
- At intersections, you must:
 - follow the rules for motor vehicles, or
 - get off your cycle and walk across, or
 - do a hook turn.
- You can only ride alongside another cyclist or moped. You must not ride alongside a car, truck or other motor vehicle.
- Always ride in single file if passing another vehicle.
- Your cycle must not be towed by another vehicle.
- Your cycle can only tow a trailer (one designed to be towed by a cycle) and must not be fitted with a sidecar.
- You must not carry a pillion passenger on your cycle unless you have a pillion seat and footrest. If you are carrying a child, the pillion seat must protect the child's legs from the wheels.
- You must not leave a cycle blocking a footpath.
- Where there is an adequate cycle path or cycle lane, cyclists should use it.
- You must ride with lights on when it is dark (from 30 minutes after sunset on one day until 30 minutes before sunrise on the next day) and at any other time when you can't clearly see a person or vehicle 100 metres away.
- You must keep your cycle in good working condition.

Hand signals for cyclists

You must give a hand signal at least three seconds before stopping or turning. You are not breaking this rule if you are turning right at a roundabout and it is impractical to keep signalling.

Always check to make sure your hand signals have been seen and understood.

Look well behind you to make sure there is room for you to turn, pull out or pass safely.

The hand signal shown below means you want to turn left.



Left-turn hand signal

The hand signal shown below means you are stopping or slowing down.



Stop hand signal

The hand signal shown below means you:

- want to turn right
- are going to pass a vehicle or some other object on the road
- are pulling out from the kerb.



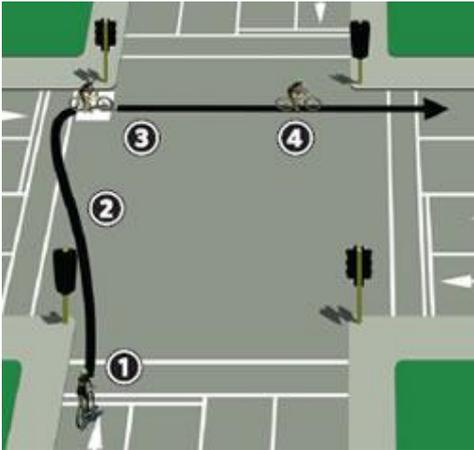
Right-turn hand signal

Hook turns

A hook turn is a different way for cyclists to turn right at an intersection. Hook turns can be done at any intersection except at intersections with signs banning them. At some intersections there may be special marked areas to stop in at the halfway turning point. It should be noted though that hook turns can be done at intersections with or without the marked stopping area.

How to do a hook turn

1. Keep in the cycle lane, the left lane or the left-most lane that goes straight ahead.
2. Cycle across the intersection when the light, for going straight ahead, turns green.
3. Stop in the marked area of road just before the footpath. If there is not a marked place stop near the footpath but clear of traffic going straight ahead, and angle your cycle so it's pointing to the right.
4. Wait until the lights on the other side of the road turn green and then cycle across the intersection keeping left.



Hook turn

What drivers would like cyclists to know

- Drivers expect cyclists to obey the road rules.
- Drivers usually travel faster than cyclists and therefore have less time to react to hazards. Remember this when you're on the road.
- Sometimes cyclists' behaviour can unsettle drivers, such as when cyclists appear hesitant or change direction suddenly.
- Drivers can feel delayed by cyclists.
- Licensed drivers and cyclists both have a right to use our roads, and both share a responsibility to understand and respect each other's needs.

Features your cycle must have



Features your cycle must have

- A. A red or yellow reflector at the back.
- B. Good brakes on the front and back wheels (or, if the bike was made on or before 1 January 1988, a good brake on the back wheel).

When riding at night, cycles must have the following:

- C. A steady or flashing rear-facing red light that can be seen at night from a distance of 100 metres.
- D. One or two white or yellow headlights that can be seen at night from a distance of 100 metres (one of these lights may flash).
- E. Yellow pedal reflectors, or the rider must be wearing reflective material.

Important

Any load you carry on your cycle must be tied on firmly and must not touch the ground.

Driving and Road Safety in New Zealand

As part of your orientation, the Student Welfare Officer would have provided you with an overview of New Zealand driving laws, driver licensing requirements, and road traffic safety, including pedestrian and cycling safety, in New Zealand. Current changes to driving rules will be displayed on notice boards around the school. Below are some of the important points for your own reference.

Driving Licences in New Zealand

To drive in New Zealand, you must have or do one of the following:

1. Hold a current International Driving Licence from your country of origin.
2. Apply for a New Zealand Licence if you already hold a valid overseas drivers licence.
3. Apply for a New Zealand licence if you do not have a licence in your own country.

Applying for a NZ Licence if you already hold a valid overseas drivers licence

You will need to obtain an “authorities translation” of your license. You will be able to drive using this licence for up to one year. If you are going to drive in New Zealand for longer than one year, you must upgrade to a full New Zealand driver licence. After you have been in New Zealand for one year, your overseas driver licenses will no longer be valid for driving in New Zealand. To convert your licence to a New Zealand one, you have to take the Theory and Practical test. As long as you pass, you can apply for your Full Licence.

Some countries require similar driving skills and have similar licensing systems to New Zealand’s. The law recognises that drivers from these countries usually have adequate driving skills, and they may not have to sit the practical driving test. You can check to see what people from your country are required to do at the AA centre.

Applying for a NZ licence if you do not have a licence in your own country

This is quite a long process. You will need to:

1. **Take a Theory Driving test:** To pass you need to know the New Zealand road rules. You can take your test in any Automobile Association (AA). The theory test information is provided in a book called the *Road Code*. You can buy a copy from any AA centre, or borrow one from any public library. You can also download a copy from this website:
<https://www.nzta.govt.nz/resources/roadcode/road-code-index/>
This test costs about NZ\$70. A few days after you pass your theory test, you will receive your Learner's Licence. You are able to take the Practical test after 6 months. Under a Learner's Licence, you cannot drive alone at any time. There must be a person sitting next to you with a New Zealand Full Licence (taken at least 2 years before).
2. **Take a Practical Driving test for your Restricted Licence:** You can take your Practical test in any AA centre. The practical test is made up of 3 parts, and normally takes half an hour. The AA centre will provide detailed information about the test. A few days after you pass your practical test, you will receive your Restricted Licence. Then, you have to wait for 12 months before you can apply for your Full License. Under a Restricted Licence, you can drive alone between 7:30am to 10:30pm only.
3. **Take a Practical Driving test for your Full Licence:** In order to get your Full Licence, you need to hold your Restricted License for more than 12 months. You can apply for your Full License in any AA centre. Your test will include having to drive on the motorway. After you pass your final practical test, you can drive alone whenever and wherever you wish in New Zealand.

Driving and the Law

Know the road rules

All drivers must know the road rules, what the road signs mean and how to drive safely.

Carry your driver's licence ID at all times

New Zealand law requires you to carry your photographic driver's licence or permit with you whenever you are driving. If your vehicle is stopped and you cannot produce your licence you will be prosecuted and possibly have your vehicle impounded.

Vehicle insurance

You should also ensure that you have insurance cover in the event of an accident, and the damage which could be incurred on the vehicle you are driving as well as other vehicles. Insurance is not legally required in New Zealand. However, it is recommended that, at a minimum, you should have Third Party Insurance, covering damage you cause to other vehicles and property. See the Student Welfare Officer if you need help applying for or claiming insurance.

Take care

If you are an unlicensed driver you should not be driving. You have not proved you know and understand New Zealand road rules and you are putting yourself and others at risk. Being unlicensed will also affect your ability to get car insurance, delay your insurance claim or result in your claim being declined. You should not travel in a vehicle being driven by someone who you know does not have a valid licence and adequate insurance cover.

Drink Driving Rules

If you drink, don't drive. Drinking more than the legal limit and then driving is a very serious offence. The Police can test any driver for alcohol at any time. If you are convicted of driving while over the legal limit, you will automatically lose your licence and be fined or imprisoned.

For more information on NZ driving laws,

contact the NZ Transport Authority.

Free phone 0800 822 422.

Or visit www.nzta.govt.nz/

Also see: www.aa.co.nz/

What should I do if I am involved in a car accident?

Always remember the following steps when an accident happens:

1. If you are involved in a crash while driving and you are not badly injured, the first thing you must do is stop and check to see if anyone is hurt. Do not drive away.
2. If someone is hurt, you must tell a police officer as soon as possible, and no later than 24 hours after the crash. In the case of emergency, telephone 111 for police, fire or ambulance and they will come to your assistance.
3. If no one is hurt, you must give your name and address (and the name and address of the owner of the vehicle you are driving) as soon as possible but no later than 48 hours after the crash to:
 - a. The owner or driver of any other vehicle that has been damaged.
 - b. The owner of any property that has been damaged.
4. If you can't find these owners, you must tell a police officer as soon as possible by calling the local police station no later than 60 hours after the crash. You can look for the telephone number of local police stations in the phone book or ask Directory Enquires by ringing 018.
5. Get the name and licence number of the other car's driver if possible. Remember to write these details down.
6. Write down the other car's make, model, and colour. There is a card on one side of the front windshield that contains information on the make and model.
7. Get full contact details of any witnesses as well as the Police Officer's contact details (if they have attended the accident).
8. If your vehicle is insured (and it should be!) tell your insurance company as soon as possible after the crash.

More related information

Please see the Student Welfare Officer if you would like further information on any of the following related topics:

1. Buying a car.
2. What to do if you break down.
3. How to apply for or claim car insurance.
4. How to make sure that your car is legal in New Zealand.

Welfare and Health Facilities

Please talk to the Student Welfare Officer for any concerns you might have relating to your (or another student's) personal welfare or health. Bilingual counsellors are available so that you can discuss matters in your first language if necessary.

All international students are required to have medical insurance. If you or your agent do not arrange your own insurance, the school will purchase it and bill you for it. Your insurance company will have an emergency contact number for you to call. Please keep them informed at all times. Please remember that any medical treatment is likely to cost money. Sometimes these costs can be significant. Depending on your insurance, you may be required to pay for this yourself and submit the invoice to the insurance company for them to pay you back.

In addition to our onsite support team, you may find the following services and contact details helpful in the event of sickness, injury, or another health related emergency:

Private medical clinics or doctors

You can see a private doctor at a local clinic. Local phone directories will list the full range of available clinics and doctors, including privately owned hospitals or specific treatment centres close to your home. However, there is an Accident and Emergency Centres at the following location in Manukau:

Doctor: Dr Selva Kumar, Manukau City Medical Centre, 18 Wiri Station Road, Manukau
Phone (09) 262-2011 Fax: (09) 262-2015

Dentist: Dr Kelly, Botany Dental, 301 Botany Road, Botany Downs, Manukau
Phone: 09 273 7372 Fax: 09 273 7352
Gives 10% discount for all fulltime students

New Zealand Government Health Services: <http://www.health.govt.nz>

- **You have the right to confidentiality and privacy.**
- **You are at risk if you do not tell all information about yourself to a health professional.**

Public hospitals

The closest public hospital to our school is:

Middlemore Hospital

Address: Hospital Rd, Otahuhu, Auckland

Phone: 09 276 0000 or 09 276 0044

Email: customerservice@middlemore.co.nz

Website: www.countiesmanukau.health.nz

You can ask for an interpreter when you dial the above phone number, if necessary.

Botany and Manukau Super Clinic

Manukau Super Clinic: 901 Great South Rd, Manukau. Phone 09 277 1660

Botany Super Clinic: 260 Botany Rd, Golflands, Botany. Phone 09 277 1660

Email: customerservice@middlemore.co.nz

Website: <http://www.countiesmanukau.health.nz/>

The biggest hospital in Auckland is located in the central city:

Auckland City Hospital

Address: Park Road, Grafton, Auckland

Postal address: PO Box 92189, Auckland

Phone: 09 367 0000 or 09 379 7440

Website: <http://www.adhb.health.nz/>

Hospital maps can be downloaded from here: http://www.adhb.govt.nz/hospital_maps.htm

Mental Health Services

Contact Mental Health Centres which provide treatment for people with mental health needs:

Manukau Community Mental Health Centre

Address: 17 Lambie Drive, Building 6, Manukau Central

Phone: 09 261 3700 Fax: 09 261 3701

Website: <https://www.healthpoint.co.nz/manukau-community-mental-health-centre/>

Middlemore Hospital

Address: Hospital Road, Otahuhu, Auckland

Postal Address: Private Bag 93311, Otahuhu, Auckland

Phone: 09-276-0000

Drug Education and Counselling

NZ Drug Foundation

Helpline: 0800 787 797

Website: www.addictionshelp.org.nz

Problem gambling

Problem Gambling Foundation

Helpline: 0800 66 42 62

Asian Hotline: 0800 86 23 42

Email: help@pgfnz.org.nz

Website: <http://www.pgf.nz/get-help.html>

Sexuality education and Reproductive health services

Auckland Sexual Health Service (ASHS)

Website: <http://www.ashs.org.nz>

Visit one of the clinics below:

Auckland Central, ph 09-307 2885

Building 17, Floor 3, Auckland Hospital, Park Rd, Grafton

Private Bag 92 024, Auckland

South Auckland, ph 09-255 5172 or 0800 739 432

12 Waddon Place (next to Mangere Health Centre), Mangere, Auckland

Postal address: POBox 43202, Auckland.

NZ Government website and links: <http://www.healthed.govt.nz/>

Harassment and Discrimination

All students receive information and advice on addressing harassment and discrimination issues as part of orientation. The Student Welfare Officer, in conjunction with bilingual counsellors, is the first point of contact. At a school level, all students are familiarised with internal grievance and complaint procedures. These are outlined in the Student Handbook along with external contacts for outside agencies. In addition to this, unresolved human rights issues may be directed to:

Human Rights Commission, Level 7, The AIG Building, 41 Shortland St, Auckland

Postal PO Box 6751, Wellesley St, Auckland

Phone: 0800 4 YOUR RIGHTS (0800 496 877)

Website: <http://www.hrc.co.nz>

Email: infoline@hrc.co.nz

Victim Support

Victim support for victims of crime and trauma: <http://www.victimsupport.org.nz/>

Free phone 24 hours: 0800 VICTIM (0800 842 846)

Email: nationaloffice@victimsupport.org.nz

NZ Government Welfare Facilities

Website and links: <http://www.workandincome.govt.nz/>

Phone: 0800 559 009

Manukau Office: 18 Amersham Way, Manukau City

NZ Immigration

Website and links: <http://www.immigration.govt.nz>

Relevant New Zealand Law

As part of orientation, the Student Welfare Officer covers relevant New Zealand laws, including laws on the sale of alcohol and tobacco products. Information on alcohol and tobacco are outlined below for your reference.

Alcohol and the law

Wine and beer are available from most supermarkets seven days a week, and wine, beer and spirits at specialist outlets known as bottle stores.

Anyone aged 18 years or over can go into “licensed premises” and buy and drink alcohol. Licensed premises include hotels, pubs, restaurants, clubs, bottle stores, supermarkets, cafes, bars and nightclubs. If you are asked to prove you are aged 18 or over, you can use either:

1. A New Zealand photo driver licence
2. A New Zealand or overseas passport, or
3. An “evidence of age” document from the Hospitality Association of New Zealand (available at any New Zealand Post Shop for \$20).

People who are under 18 can be supplied with alcohol by their parent or legal guardian, either at home or at a private social gathering. It is illegal for people under 18 to drink in a public place.

Source: <http://www.alcohol.org.nz>

You can also find more information here: <http://www.health.govt.nz/our-work> (Alcohol)

Tobacco and the Law

The Smoke-free Environments Act 1990 prohibits the sale of tobacco products to persons under 18 years of age. In other words, you must be over 18 to buy or smoke cigarettes. You can find more information here: <http://www.health.govt.nz/our-work> (Tobacco)

Driving and the law

This is covered on pages 11-14

New Zealand law help and advice

Self-help law website: <http://www.howtolaw.co.nz/>

Free online law advice:

http://www.netlaw.co.nz/netlaw_criminal_civil_family_law_new_zealand.htm

Community Law Office providing free advice:

Nga Ture Kaitiaki Community Law Centre

1st Floor, 6 Osterley Way, Manukau City

PO Box 76-551, Auckland

Ph 09 262 2007

Fax 09 276 1437

ntklaw@ihug.co.nz

Otara Community Law Centre

120 Bairds Rd, Otara, Auckland

Phone: 09 274 4966

Email: robyn.martin@clsstlaw.com

Website: www.clsstlaw.com

Community Legal Services South Trust

16B Bakerfield Place, Manukau

Hours by appointment: Mon-Fri 10am-4pm

Phone: 09 262 2332

Citizens Advice Bureau

There are many CABS in NZ. They offer free resources and advice on just about every subject you need help with. (But not homework.)

Manurewa Citizens Advice
Library Complex, 7J Hill Rd, Manurewa, Auckland.
Phone: 09 266 5729
Fax: 09 267 7915
Email: manurewa@cab.org.nz

Places to Visit

Our school provides social activities every Friday afternoon. Ask your teacher or any of the staff for details. We can also arrange Farm-Stay and Auckland Adventures trips at the weekends. If you are looking for entertainment or some fun, you can get more information including road maps, accommodation, entertainment and tours from any of the Visitor Information Centres in Auckland. Several large Auckland Visitor Information Centres are:

Auckland Airport Visitor Centre

International Terminal (Ground Floor)

Auckland Airport, AUCKLAND

Tel: 09 365 9925

Website: <https://www.aucklandairport.co.nz/>

Auckland Visitor Centre

139 Quay St, Princes Wharf, Downtown Auckland city

Tel: 09 365 9914 **Hours:** Mon-Sun 9am-5pm

Email: pw@aucklandnz.com

Website: <https://www.aucklandnz.com/visit/destinations/auckland-central>

Howick Information Centre

91 Picton Street, Howick, AUCKLAND

Tel: 09-534 4796

Fax: 09-534 4796

Email: info@howickvillage.co.nz

For more information, check online at www.aucklandnz.com/discover/places/auckland or purchase a copy of *The Lonely Planet Guide to New Zealand* which contains a wealth of information on places to visit and things to do for young people and others visiting New Zealand. It has a large section on Auckland. An English version is available for use at school and it is available in different languages in various bookshops in Auckland.

Sports and Leisure Clubs in and Around Manukau

There are lots of sports facilities around Manukau, try to find which one is close to you home, you can search from www.yellow.co.nz The following are close to school and nice to visit at the weekends.

Allan Brewster Leisure Centre

If you would like to hire a court with your friends or for a group of people, you need to book before you go. You can play badminton, indoor soccer, basketball, volleyball, etc.

7 Tavern Lane Papatoetoe. Phone: 09 262 5965

Email: allanbrewsterleisure@aucklandcouncil.govt.nz

Website: <https://www.aucklandleisure.co.nz/locations/south/allan-brewster-leisure-centre/>

Manurewa Leisure Centre

You need to book before you go. You can play badminton, indoor soccer, basketball, volleyball, etc. They also have a gym and a swimming pool.

Sykes Rd, Manurewa. Phone: 09-2674646

Email: manurewapools@aucklandcouncil.govt.nz

Website: <https://www.aucklandleisure.co.nz/locations/south/manurewa-pool-and-leisure-centre/>

Badminton Courts

This is a specific badminton court only. You need to book during the weekend.

73 Bells Rd, Highland Park. Close to Cascades Road.

Phone: 09 524 6151 (Gill Wild).

Email: lepmbc@xtra.co.nz

Papatoetoe Centennial Pool & Leisure Centre

Hours: Mon-Fri 6am to 6:45pm. Sat-Sun 9am to 6:45pm.

The swimming is free. The Spa and Sauna is \$5.90.

Sutton Close, Papatoetoe, Auckland Phone: 09-2784167

Email: papatoetoeools@aucklandcouncil.govt.nz

Otara Pool & Leisure Centre

Swimming is free. The leisure centre provides other indoor activities as well. However, you need to book in advance.

Hours: Mon-Thu 5.30am-8.45pm. Fri 5.30am-6.45pm. Sat-Sun 9am-6.45pm

Newbury St Otara Auckland

Phone: 09-2746917

Email: otarapools@aucklandcouncil.govt.nz

Moana-Nui-a-Kiwa Pool

Swimming is free.

Hours: Mon-Fri 6am-6.45pm. Sat-Sun 9am-6.45pm

14 Waddon Place, Mangere.

Phone: 09 261 8040

Lloyd Elsmore Park Pool & Leisure Centre

Swimming is free, but if you want to use the spa or steam room, you need to pay each time.

Hours: Mon-Thu 5.30am-8.45pm. Fri 5.30am-6.45pm. Sat-Sun 8am-6.45pm

Sir Lloyd Drive, Pakuranga Auckland

Phone: 09-5355502

Shopping

Auckland shops are generally open Monday- Friday from 9am to 5:30pm, and on Saturday from 10am to 4pm. Sunday trading hours vary. However, all the big shopping centres have 2 days late night. On Thursday and Friday, they close at 9pm. If you enjoy shopping, or window shopping, there are several good places to go in Auckland:

Around our Campus

You can find lots of shops close to the school. In addition to clothes, books, and music stores, there are all the popular superstores in New Zealand including:

1. Westfield Shopping Centre in the Manukau Mall. <https://www.westfield.co.nz/manukau>
2. The Warehouse. <https://www.thewarehouse.co.nz/>
3. Warehouse stationery. <https://www.warehousestationery.co.nz/store?StoreID=357>
4. Pack 'N Save. <https://www.paknsave.co.nz/upper-north-island/auckland/manukau/>

Around the City

Central

Queen Street area is a good and quality place to go. There are some fashion shops and lots of souvenir shops. You will be able to get duty free bargains if you have your plane ticket with you.

<https://www.heartofthecity.co.nz/explore/queen-street>

Newmarket

There are over 150 quality fashion stores in this area. Broadway is a central street in Newmarket. You can find lots of shops between Broadway and Crowhurst Street.

<https://newmarket.co.nz/shopping/>

Duty Free shops

If you enjoy shopping for world famous brands goods, duty-free shops might be the best place to go. In addition to the airport, you can also find duty free stores in the downtown area of Auckland.

<https://www.aucklandairport.co.nz/shopping>

Parnell

You will find a wonderful range of arts and crafts along Parnell Road. Parnell is famous for its specialty shops and dining/café experience. <https://www.parnell.net.nz/>

Sylvia Park

This is a large shopping area with many specialty shops. Address: 286 Mt Wellington Highway.
Phone: 09 570 3777. <https://www.kiwiproperty.com/sylvia-park/en/directory/>

Botany Town Centre

This is the biggest shopping centre in New Zealand. Address: 588 Chapel Rd / Ti Rakau Drive / Te Irirangi Drive, East Auckland. About 10 minutes' drive from our school.

<https://www.botanytowncentre.co.nz/>

Dress Smart in Onehunga

This has cheaper prices as it is an outlet store for the main brands. Address: 151 Arthur St, Onehunga.
Phone: 09 622 2400. <https://www.dress-smart.co.nz/>

Language Support and Counseling for Chinese Students

Chinese students can seek counseling and other support in their language through the Chinese New Settlers Services Trust (CNSST). Services include:

- Social work including family and community support.
- Settlement issues such as New Zealand law, road safety, language, and culture.
- Employment services such as job matching, interviews, explaining the NZ employment culture and standards.
- Community education including cultural classes for children and adults.
- Cultural events and activities

CNSST Website: www.cnsst.org.nz

CNSST Head Office: 20 Clifton Court, Panmure, Auckland.

Phone: 09 570 1188

Friendship House Manukau: **Hours** Mon-Sat 8am-4pm **Café**: 8am-3pm

20 Putney Way, Manukau City Centre <https://www.friendshiphouse.org.nz/>

Phone: 09 262 2322

Email: info@friendshiphouse.org.nz

Other Support and Advice

Looking for Help with Future Study

Our school provides all kinds of advice and help for students looking to continue their studies. We can help you with:

1. Extension of AEC's courses
2. Quick application to the 8 national universities
3. Advice on diploma courses
4. Free visa extension for all school arranged students

For more details, please make an appointment with Jo, who is the Study Advisor in our school.

Money and Banking

Do not carry a lot of cash on you. It is highly recommended you carry no more than \$100 on you. In New Zealand the EFTPOS system means that you can pay for items in shops, restaurants, offices etc. using your bank card. Your EFTPOS card will have a pin number which you should keep to yourself. No one else can use your card if they do not know your pin number, so you should never keep your card and your pin number together.

New Zealand has several large banks and the Student Welfare Officer will help you open an account as part of your orientation. Please talk to the Student Welfare Officer if you need help with banking or advice on money matters.

Taking a Bus

We have bus time-tables available from reception or you can get more copies from the information point in Westfield. You can find all bus information from:

Website: www.at.govt.nz

Phone: 0800 10 30 80

Libraries

If you join one library in the South Auckland area you are able to use your card in any of the branches. Membership is free but you need to have two forms of ID i.e. passport and student card to join. We have library application forms in reception and we will help you to fill them out if you would like us to.

The Manukau library is the closest to our school. They have foreign language newspapers and “Penguin Readers” which are books designed especially for language students. You can also borrow “listening books” where you can read the story and listen to the tape at the same time.

Manukau Library

3 Osterley Way, Manukau City Centre, Auckland Open 7 days.

Phone: 09 262 5748 <https://www.aucklandlibraries.govt.nz/>

Other shops:

Nana Restaurant

4/308 Te Irirangi Drive, Botany South, Auckland <http://nanathai.co.nz/>

Phone: 09 2749990 or 027 555 2847 Email: info@nanathai.co.nz

Manukau Hair Salon Deluxe

Unit 9/2 Bishop Browne Place, Flat Bush

Phone: 09 2650204

Last Updated: 18 January 2019 (by Murray)