



Information Booklet

**SCHOOL TOUR
HELD MOST TUESDAYS
FROM 9.15AM - 10.15AM
DURING THE SCHOOL TERM
Ph: (07) 853-0039 TO BOOK**

Updated May 2019



Hello,

Welcome to Te Totara Primary School, we hope you enjoy your time with us. This booklet is designed to give you some background information about our school.

If you have any queries, please do not hesitate to contact us, we are happy to help.

Our contact details:

Physical:

Te Totara Primary School
31 Hector Drive
Rototuna North
Hamilton 3210

Postal:

Te Totara Primary School
PO Box 28134
Rototuna
Hamilton 3256

Ph: (07) 853-0039

Mobile: (027) 2074466 text for absentees

(include student's name, class and reason for absence)

School App: Go to the App Store on your Apple or Android device and search Te Totara to download the App to your phone or tablet.

E-mail: principal@tetotara.school.nz

Website: www.tetotara.school.nz

Please check the school website; it's full of information and updated regularly. You will find information about current school events including the weekly newsletter.

Regards,

Anne Fraser
Principal



'Te Totara Primary School' is the name determined by unanimous, enthusiastic resolution of the Establishment Board of Trustees. Throughout an intensive decision-making process key considerations have been the importance of carrying out appropriate consultation, building accurate historical and environmental knowledge of the area, harmonising with the school's philosophy and vision, fostering a sense of identity with the school and lifting the educational aspirations of the entire school community. This name fulfils these conditions and more.

The Board's approach to Mr Hare Puke for advice and support was a crucial step. Hare is senior kaumatua of Ngati Wairere and Chair of Nga Mana Toopu O Kirikiriroa, which represents the seven sub-tribes (hapu) of Tainui and brings together a large number of kaumatua with specific historical knowledge and guardianship responsibility for the lands of the Waikato basin. Ministry of Education through the Hamilton office had already sought a report on effects on or implications of the proposed development of a new school in terms of Māori cultural values and history of the land upon which the new school was to be sited. A comprehensive report prepared by Wiremu Puke was presented in person to the Board at its meeting on 18 July 2007. The Board is most grateful for this mine of information, deeply considered guidance and inspirational sense of excitement about the development of the area.

'Te Totara Primary School' is situated in a location of ecological significance and historical importance. For Ngati Wairere reaching back well before European settlement times, a prominent aspect of the general area was a peat lake named Tunawhakapeke, which was abundant with tuna (eels) so crucial then for sustaining life and culture. After being drained and developed, the area encompassing the school property and surrounding lands featured stands of native trees and flaxes. Prominent on the ridges were Manuka, Miro, Kauri and indeed numerous majestic Totara with their total capacity to symbolise and engender leadership, mana and stewardship, and their berries containing those seeds of learning to plant in future generations. The overall landscape supported a thriving lifestyle under and guided by the stars, based on community and sustainability, which Wiremu's report describes in a colourful manner. Of great importance was the central place of a papakainga (unfortified village) named 'Te Totara', inhabited by Ngati Wairere, Ngati Waikai, Ngati Koura and Ngati Hanui. Its actual site was within what is now called Featherstone Reserve. To quote Wiremu's report: 'According to written accounts of Waharoa Te Puke of Ngati Wairere, Te Totara derives its name from a large Totara tree in the locality. It is unknown exactly where this tree stood, however it was regarded as a Rakau Tipua (a sacred tree).' According to Ngati Wairere kaumatua Mana Martin who died in 2002, Te Totara was last occupied in the 1860s by his grandfather and people connected to him, Hakopa Te Huia a chief who had converted to Christianity. Subsequently, this area was caught up in events that have shaped the land and relationships in different ways. The latest is of course about the rapid expansion of Hamilton City to the northeast, including of course the provision of facilities for learning.

Thus, in summary, 'Te Totara Primary School' acquires its name, a name worthy of the past, symbolic of present aspirations and inspirational for taking us all forward into a bright future.

OFFICIAL SCHOOL OPENING – TUESDAY 10TH JUNE, 2008

The school was officially opened on Tuesday 10th June 2008 by the Governor General, Rt Hon Sir Anand Satyanand.

SCHOOL STATIONERY

School Supplies/OfficeMax is our preferred stationery supplier. You are now able to order your child/rens stationery online using the following user friendly website www.myschool.co.nz throughout the year. Please allow 1 week for delivery.



If you do not have access to a computer, our stationery lists are held at OfficeMax, Cnr Victoria & Princes Street, Hamilton Ph: (07) 838-8604. Please ask them for the Te Totara Primary School list which will be by year level. The OfficeMax shop does not carry much school stationery in their shop after the end of February when their "Back to School" prices finish; you may need to order online.

The school gains a commission for each sale that is used to help our children.

COMPULSORY SCHOOL UNIFORM

For a full list of clothing options available for Te Totara Primary School, please contact Direct Group on (07) 847-6664 or visit their store located at 6 Latham Court (off Kahikatea Drive) Frankton, Hamilton. You are welcome to order online at www.shop.directgroup.co.nz using the following details (all lowercase): **Login = ftp Password = uniform**



Please liaise with Direct Group with regard to payment or any queries you may have.

During the summer months (Terms 4 & 1 each year) every child will need a Te Totara bucket hat and sunscreen. It is unlikely that we will allow children out in the sun without adequate protection. It is best to wear shoes or footwear that protects feet.

A copy of our Uniform Expectations can be found on our school website and on the noticeboard in the School Office.

SEESAW

In 2016, we introduced and trialled an iPad APP called 'Seesaw' in every class in the school. This APP allows us to record student learning in many formats and share with parents, caregivers and extended family in real time - as the learning is occurring. Your child/ren's work is kept private and is only viewed by you and their class/teacher.



We were so impressed with the positive response, enthusiasm and the strengthened connections between school and home that we decided to become part of 'Seesaw for Schools' from 2017.

This offers many valuable and extra benefits which include:

- Portfolios transfer from year-to-year creating a comprehensive portfolio of student work. With the free version, you only have access to their Seesaw content from that year.
- Visibility into incoming student portfolios so future teachers can see student milestones and academic level before they enter their classroom.
- Parents/caregivers/extended family only sign up once across classes and school years, saving you time and allowing you to see all their work from year to year.

Seesaw for Schools comes at a cost (per child, per year) which the school has covered. For further information, please see the 'Seesaw for Families' Slideshow on our website under 'e-Learning' or speak to the classroom teacher.

YEARLY SCHOOL FEES:

Voluntary School Donation

The Board of Trustees have set our voluntary School Donation as follows:

First and eldest child		Second and subsequent children	
Term 1 (whole year)	\$120.00	Term 1 (whole year)	\$60.00
Term 2 onwards	\$90.00	Term 2 onwards	\$45.00
Term 3 onwards	\$60.00	Term 3 onwards	\$30.00
Term 4 onwards	\$30.00	Term 4 onwards	\$15.00

If you wish to pay your voluntary School Donation, please make payment using our preferred online payment system "KINDO". Details on how to register for KINDO are included in this Information Booklet.

Payments can be made at the beginning of the year or throughout the year; the funding will be used for resources for the children.

A GST receipt can be issued upon request. For your information, your donations qualify for a 33% tax credit. You can claim this rebate from the Inland Revenue Department by completing a form IR526 - "Tax Credit Claim Form". Please refer to the link below:

<https://www.classic.ird.govt.nz/resources/4/f/4ff6f750-21b4-48e6-b8f0-d309cf56bbba/ir526.pdf>

Aquatics - \$60.00 per year per student

On our website you will find Swimming Pool information and timetables - click on the below link:

[Swimming Pool Information & Term Timetables](#)



The purpose of the swimming programme is to:

- Encourage students by making their learning to swim experience fun and rewarding.
- Provide a progressive curriculum which focuses on developing water confidence and then builds fundamental swimming skills to a level which confidence and competence is achieved.
- Motivate students through tangible rewards which illustrates their individual progress.
- Track all students' achievements through the National database.

Mathletics - \$20.00 per year per student

We have been using Mathletics since 2010 across the school. Mathletics is a web-based programme that can be adapted to meet student's individual abilities. Mathletics provides instant feedback on each student's performance which helps to maintain a high level of student motivation.



We have been impressed with how engaged the students are and how quickly they start to improve their mathematical skills and mental arithmetic.

It can be beneficial in the earlier years for an adult to sit with their child while on the programme. Although this is a great way for parents to engage with their child's Maths learning, we realise that this is not always possible for busy families.

This programme has been so successful in previous years and we are excited to be able to provide you with a subscription to Mathletics for **\$20.00 per child** for a year (usually a one-year subscription costs \$99 per child). Subscribing to Mathletics will entitle students to 24-hour web access both at home and in school.

A User ID and Password will be distributed to your child by the classroom teacher shortly after they start at Te Totara Primary School.

If you have any questions please contact Jennie Brook-Watt, Assistant Principal.

ALL SCHOOL FEE PAYMENTS, SPORTS & CLASS TRIP REGISTRATIONS ARE MADE THROUGH KINDO



You can make payments or purchases when it suits you... anytime, anywhere using **KINDO**, an online payment system. It is also the only way to register/pay for your child's sports teams.

- You no longer have to rely on sending cash and forms with your children, looking up bank account numbers, amounts and details, or visit the School Office. **Just login and click.** Even small amounts can be paid quickly and securely through Kindo.
- You can use KINDO as a school savings account so you have school funds when you need them. Or choose to pay at the time by making an instant transfer from Internet banking (no fees) or by using a credit or debit card (fees apply).
- Families can pay for child's school fees online. Easy, convenient and open 24/7. **Please register for KINDO before your child's first preschool visit.**

Registering for Kindo using our App

Download our **Te Totara Primary School App** from the App Store on your mobile and register entering the email address that the school has on file for you - it's that easy!

Registering for Kindo using our School Website

Visit our School Website at www.tetotara.school.nz and select the "Fees & Donations" tab from the red "Quick Links". Please click on either **"NEW USER"** or **"REGISTERED USERS"**



Step 1 of 3

Welcome!

Te Totara Primary School has chosen to offer you this quick and easy way to transact with them.

Set up is easy... just 3 quick steps and all you need is your email address. We'll save your student details for you and keep them updated, straight from school.

Please enter the email address that Te Totara Primary School has registered for you.

email password

[Forgotten password](#)

Need Assistance?

Te Totara Primary School

my home

Step 1: Select a Service Step 2: Create Order Step 3: Review and place order Step 4: order complete

Click on the service below, then select your delivery date to start creating an order.

Welcome

Te Totara Primary School

Fees and Donations

your email address

your password

[Forgotten password](#)

OR

Please Note: If access is denied, it is most likely that we do not have your current email address recorded on your child's student profile. Please contact the School Office on (07) 853-0039 to amend.

SPORTS REGISTRATION & PAYMENT OF SPORTS FEES

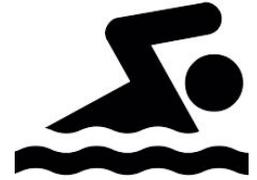
We have a number of sports teams including Netball, Miniball, Basketball, Hockey, Touch Rugby, Cricket etc. If you are interested in participating or Coaching/Managing a team then please see one of our Sports Committee Members. **Sports Registration and payment of fees are through KINDO only.**



SWIMMING POOL

Through a series of grants and fundraising <http://www.tetotara.school.nz/> we now have a portable pool from *Poolz in Schoolz* on site. This is the culmination of lots of hard work and dedication from our community and includes funding from:

Te Totara Primary School PTA	\$20 000
North Hamilton Lions	\$18 000
Southern Trust	\$5 000
Lion Trust	\$20 000



SCHOOL LUNCH SERVICE

A lunch service is offered Monday to Friday provided by Libelle Group, a leading school food and beverage service provider in New Zealand over the past 15 years. They continue to develop great recipes and serve a no-compromise menu, tailor-made to properly feed hungry learners at their place of education with nutritious food. To order sign up for a free account at www.lunchorders.co.nz select Te Totara School as your school. You will then need to top up your account using a credit card or by direct credit. Place your order, select delivery date and confirm order. Confirmation emails are sent out confirming orders, please ensure you have received one. For same day delivery, orders need to be in by **8.30am daily**. Lunches are delivered to school at **12.15pm daily**.

Please note: You will still need to provide morning tea for your child if you are ordering a lunch.



ABSENCES FROM SCHOOL

If your child will be away from school then please let us know **before 9.00am** by either:

- **Phoning the school** on **(07) 853-0039** and leaving a message on the absentee line with the student's name, class number and reason for absence.
- **Texting** (027) 207-4466 with the student's name, class number and reason for absence. *Please note: We do not send an acknowledgement of receipt of your text message.*
- **Te Totara Primary School App** - fill out the details on the Absentee App. Go to the App store on your Apple or Android device and search "Te Totara" to download the School App to your phone or tablet.

We would appreciate any absence messages **before 9.00am**.

LATENESS TO SCHOOL - AFTER 8.55AM

We understand there may be rare occasions where your child arrives **late** at school (**after 8.55am**) we require families to report to the School Office and sign-in using the VisTab tablet.

Your child/ren to be issued with a "Late Card" prior to heading to their learning areas. We appreciate your effort in ensuring your child/ren arrives at school in good time before the first bell at 8.55am.

All absences are followed up by the School Office. In addition, each Friday a School Administration Meeting is held and both attendance and lateness is discussed.



VISTAB TABLET - SIGN-IN/SIGN-OUT REGISTER

In order for us to keep accurate attendance records in the event of a Fire, Natural Disaster or Lock Down please use the VisTab tablet to **“Sign-in OR Sign-out”** your child, this is located at the Reception counter. This register **MUST** be completed if you are removing your child from school to attend a medical appointment etc. or perhaps you are leaving early for the day.



PROCEDURE TO FOLLOW WHEN STUDENTS ARE AWAY DUE TO FAMILY HOLIDAY, SPECIAL EVENTS ETC.

From time-to-time families wish to take their children out of school for various events not related to medical or dental. Simply notifying the teacher/school verbally is not sufficient. Permission is required from the Principal before children are excused from school, other than for a medical or dental appointment, and is required at least 24 hours beforehand. We require a handwritten note or email to the principal in order to follow the Education Act which states:

Principal may exempt from attendance for short period

(1) If satisfied that a student's absence was or will be justified, the principal of the school may exempt the student from attending the school for a period of time.

If you have a medical or dental appointment, please advise the School Office (as well as the classroom teacher) so we can adjust the Attendance Register accordingly.

- Appointments should be made for children outside school hours if possible. An example of a satisfactory appointment would be an urgent medical appointment.
- An early start to a holiday weekend is viewed as an “unjustified absence” and will be recorded as such.
- Allowances will be made for unavoidable emergencies.

E-mail address for Principal, Anne Fraser principal@tetotara.school.nz

Please copy the School Office: c.c. officeassistant@tetotara.school.nz

SCHOOL NEWSLETTER - PUBLISHED WEEKLY ON THURSDAYS

Our school newsletter is published weekly on a Thursday afternoon and a copy is posted on our school website www.tetotara.school.nz An email will be sent to the “preferred e-mail address” you provided on your child's Enrolment Form with a link to our school website. **If you change any of your contact details e.g. email address, home address, mobile etc.... please remember to advise the School Office so we can update your records.**

A lot of valuable information is available on the website and it is updated regularly. It is a great opportunity to keep up-to-date with school activities. Families are encouraged to view the newsletter via the school website however, if you do not have internet access let the School Office know and you can receive a hard copy.

TRANSLATABLE SCHOOL NEWSLETTER

Our school website has the option of using Google Translate. We have now added a "Translatable Newsletter" option so it can also be viewed in your chosen language. Please keep in mind that Google Translate is not perfect but it can be helpful.

If you have any friends or family who may find this feature useful, please let them know.

From the Newsletters & Notices page itself, select the left green tab that says **“Translatable Newsletter”** then use the drop down box of **“Select Language”** to choose one of the many translatable languages available.

FOOD AND DRINK

Children will need a healthy morning tea and lunch. We have a "zero waste" philosophy at the school and we ask that wrapper papers etc are taken home in the lunch box. This will not only allow families to monitor food eaten, but will reduce the risk of vermin etc being on site. Don't forget that using named plastic containers, instead of packaging, is a recyclable endeavour worth considering. Children will eat with teachers as part of "Eating for Learning" so that they have time to eat properly and have energy for learning! Children are welcome to bring non-carbonated drinks i.e. water. There are drinking fountains on site and children will have access to these throughout the day.



Allergies

We have children at our school who are highly allergic to dairy products and nuts and exposure to these foods could potentially be life threatening to them. We have procedures in place for 1:1 support for these children to ensure their safety. At present we will continue to carry on with our normal food eating programme, but we have to carefully plan school events/learning area celebrations etc. With this in mind, please don't be offended if any kind offers of food to the school are scrutinised. Please ensure all food containers are clearly named to prevent any accidental sharing of wrong lunches. The bringing in of food to school for birthdays for the class, such as cakes, may not be an option due to allergies. Thank you for your understanding around this matter.

LIBRARY

We have an amazing Library which officially opened on Friday 9th May, 2008. We now have approx. 13,000 books for our learners. A massive amount of time and resources have gone into making this a truly wonderful place for our children.



INDIVIDUAL LEARNING PLANS

A feature of our school is Individual Learning Plans for each student. This looks at student performance in tests and in class. This information is used to look at where the learner is now, where to next and how we can help.

After around six weeks at school the class teacher will gather enough information to formulate a Learning Plan. Each Learning Plan is available to families online and you will be given a website address and a password unique to your child, so that it can be accessed by other family members. This will happen when you receive a hard copy of the plan.

NEW ENTRANT PRE-SCHOOL VISITS

Yes, we have pre-school visits. We arrange two of these upon return of your child's Enrolment Form to the School Office; we find that this works well. At your pre-school visit you will be able to see the classroom, ask questions and have many of your queries looked after.

New Entrant pre-school visits are held each **Thursday from 8.55am-10.25am**. To help with the transition to school, visits are usually booked for the two Thursday's prior to your child turning 5.

What happens on the visit day?

On your pre-school visit days, please report to the School Office at **8.30am**. Our School Office will be able to show you which classroom the visit will be held in. Due to the high number of enrolments, we are unable to confirm your child's class before your pre-school visit. Please bring morning tea for your child, it is expected that parents stay with their child throughout the visit. On your first school visit you will receive from the classroom teacher a special "**Welcome Pack**" that includes a stationery list, uniform expectations and other information.

BEFORE SCHOOL & AFTER SCHOOL CARE

We provide a Before School Care & After School Care facility for our students held in the Matariki Hall. For further information, please contact our After School Care Co-ordinator, Anna Herbert, via email afterschoolcare@tetotara.school.nz

To enrol for Before Care OR After School Care, please visit our school website www.tetotara.school.nz under the red "Quick Links" tabs.

Unfortunately, Before School & After School Care Charges cannot be paid using KINDO, you are welcome to use internet banking. Internet Banking details are provided on the Enrolment Form.

AFTER SCHOOL ARRANGEMENTS

- Please make after school arrangements for children before the start of the school day.
- If your child is going to go home with another adult, **a signed handwritten note** needs to be given to the class teacher (*an email or verbal message will not be accepted*).
- Only unavoidable urgent messages for after school arrangements will be passed on.

Why are the above in place?

To ensure that our children get the maximum amount of time of high quality teaching and that our children's safety is not compromised.

TE TOTARA PRIMARY SCHOOL PTA

We have a group of parents who work closely with the school fundraising and helping with special events. New members are always welcome and meetings are held monthly at the school. Check the weekly school newsletter for the next meeting date.

E-mail: tetotara.pta@gmail.com OR

Facebook:

<http://www.facebook.com/pages/Te-Totara-Primary-School-PTA/30090011661692>



MEDICATION PERMISSION SLIPS

From time-to-time it is necessary to administer medication to children at school. The Administration Team are happy to do this and follow the guidelines set out in the schools *Administration of Prescribed Medication Policy*. The Policy also requires parents/caregivers to complete a "Medicine Notification/Consent Form". This form is held at the School Office or can be downloaded from our school website www.tetotara.school.nz it is to be completed prior to any medication being administered. **ALL** medication must be held at the School Office.

EMERGENCY PROCEDURES - LOCK DOWN AND FIRE DRILL

Our school has Emergency Policies and Procedures in place which are regularly reviewed. As per MOE requirements, we have two Lock down practices a year (*one planned whereby our staff are informed and one unplanned, where staff are not informed*) along with two Fire Drill practices a year.

Please note that during an emergency (Lockdown or Fire) we will not answer the school phone as we need to keep phone lines open for Emergency Services to use. We will communicate information to our families via our Facebook page, School App or Website.

OUT-OF-ZONE ENROLMENTS

The Board of Trustees closely monitors enrolments to determine the number of out-of-zone places (if any), which are likely to be available in the following year for the enrolment of students who live outside our school enrolment zone. A notice will be published in our school newsletter and in a daily, or community newspaper, circulating in the area served by the school. The notice will indicate how applications are to be made and will specify a date by which all applications must be received.

Applications for enrolment will be processed in the following order of priority:

<u>First Priority</u>	<i>This priority category is not applicable at this school because the school does not run a special programme approved by the Ministry of Education.</i>
<u>Second Priority</u>	<i>must be given to any applicant who is the sibling of a current student of the school.</i>
<u>Third Priority</u>	<i>must be given to any applicant who is the sibling of a former student of the school.</i>
<u>Fourth Priority</u>	<i>must be given to any applicant who is the child of a former student of the school</i>
<u>Fifth priority</u>	<i>must be given to any applicant who is either a child of an employee of the Board of the school or a child of a member of the Board of the school.</i>
<u>Sixth priority</u>	<i>must be given to all other applicants.</i>

If there are more applicants in the second, third, fourth, fifth or sixth priority groups than there are places available, selection within the priority group will be by a ballot conducted in accordance with instructions issued by the Secretary under Section 11G(1) of the Education Act 1989. Parents will be informed of the date of any ballot by notice in a daily or community newspaper circulating in the area served by the school.

Applicants seeking second or third priority status may be required to give proof of a sibling relationship.

SCHOOL ORGANISATION AS AT MAY 2019

Below is the school structure, roles and responsibilities. The structure of the school has been set up to allow for the expected growth. Our learning area (classroom) arrangements are flexible to accommodate future needs.

LEADERSHIP TEAM

Anne Fraser	Principal
Jennie Brook-Watt	Acting Deputy Principal
Michele Gordon	Acting Assistant Principal
Bridie Carr-Neil	Matawhero Team Leader (New Entrant/Year 1)
Caron Ace	Orion Team Leader (Year 1)
Cyra Wells	Neptune Team Leader (Year 2)
Cath Glyde	Earth Team Leader (Years 3&4)
Krissy Tantrum	Ra Team Leader (Years 3&4)
Jo Stewart	Milky Way Team Leader (Years 5&6)
Suzanne Robertson	Marama Team Leader (Years 5&6)

TEACHERS LEARNING AREAS AS AT MAY 2019

Matawhero Team - Bridie Carr-Neil (Team Leader), Anna Littler/Rachel Corban & Maria Batters

Orion Team - Caron Ace (Team Leader), Julianne Wink, Jemma Shannon & Julia May

Neptune Team - Cyra Wells (Team Leader), Teresa Lincoln, Jessica Grimson, Jennifer Dalton/Brenda Wollen & Niki Collins/Brenda Wollen

Ra Team - Krissy Tantrum (Team Leader), Komal Kumar, Sarah Brister, Dori Villasol-Alonso & Ashleigh Morgan

Earth Team - Cath Glyde (Team Leader), Levi O'Hallahan, Suzie Goile, Brendan Gauld & Natalie Gillies

Marama Team - Suzanne Robertson (Team Leader), Angela Sweeney, Craig McAuley & Kristy Hanks

Milky Way Team - Jo Stewart (Team Leader), Morgan Hunter, Kären Langley, Rochelle Lingard & Nerida Turnbull

Reading Recovery
Priority Learners
Release Teachers
Learning Support

Megan Reid & Sarah Kovacs
Michele Gordon
Craig Rodger & Sally Mowbray
Tina Carter, Jo McMillan, Wendy McMillan, Jenna Nasmith,
Katrina Strong, Jimina Chiles, Paula Dinan, Jane Bell, Kate
McMorran, Louise Sharpe, Megan Reid, Monique Smith-Hall,
Angela Newman-Lander & Erin Enright
Whaea Becky & Annette Toombs
Carole Carter-Gregory, Celeste McCoard & Michelle Genet
Marise Crow
Wendy Bulloch
Michelle Simms
Esther Rorimpandey
Ian Hunter
Terry Kawiti
Anna Herbert & Katrina Strong

ESOL Teachers
Administration Team
Admin Manager & Community Liaison
Business Manager
Librarian
Resources/Library
Caretaker
Assistant Caretaker
After School Care

CONTACT WITH THE SCHOOL

We welcome any queries or questions that you might have; please contact our Principal, Anne Fraser, at principal@tetotara.school.nz Ph: (07) 853-0039. She'd be happy to help!

TE TOTARA PRIMARY SCHOOL SITE MAP

