



<p style="text-align: center;"><b>Our Mission</b></p> <p>The purpose of Papakaio School is to provide every ākonga (learner) with the opportunities, encouragement and skills to achieve their personal best in all aspects of the school curriculum, and to contribute towards their development as good citizens.</p> <p>At Papakaio School the needs of the children and their learning are most important. This is a three way partnership achieved by motivating and equipping our ākonga, by engaging families through open communication, and supporting and empowering our staff.</p>	<p style="text-align: center;"><b>Our Vision is...</b></p> <p>We strive to be <b>People</b> who are <b>Passionate</b> and <b>Purposeful</b> about reaching our <b>Potential</b>. We see that through the four P's we will achieve great things.</p> <p>We aim to develop ākonga who are reflective, adaptable, literate, global, practical, compassionate, leading, socially able, connected, creative and motivated.</p> <p>We believe that the children need a sense of wonder and ownership in their learning and that their well-being is central.</p> <p>This is built on strong values and rooted on a solid foundation of community.</p> <p>See our vision logo.</p>	<p style="text-align: center;"><b>Papakaio Values</b></p> <p>3 Rs – Respect is showing due regard for the feelings, wishes, or rights of others.</p> <ul style="list-style-type: none"> <li>● Respect for ourselves - Rangatiratanga</li> <li>● Respect for others - Manakitanga</li> <li>● Respect for the environment - Kaitiakitanga.</li> </ul>
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## Our People

<p style="text-align: center;"><b>Board of Trustees</b></p> <p>Chairperson: Mr Eugen Dupu Mr Ian Elliott Mr Ed Finlay Mrs Jessica Wright Mr Jason Gonzales Mrs Amy Isbister Principal: Mr Gary Shirley Staff Rep: Mrs Chris Allen</p> <p style="text-align: center;"><b>Home &amp; School</b></p> <p>Chairperson: Mr Steve Collett Secretary: Mrs Jenny Strachan Treasurer: Mrs Becca Finlay</p>	<p style="text-align: center;"><b>Staff</b></p> <p>Principal: Mr Gary Shirley BEd Advanced Dip Tch</p> <p>Teachers: Mr Damian Brown, DP, BCS Grad Dip Teach Mrs Wendy Halvorsen, AP, BTchLn Ms Anna Clark BA(Hon) Grad Dip Teach Mrs Chris Allen BEd Dip Teach Ms Jo Birchfield BA Dip Teach Mrs Cat Cochrane BEd Dip Teach Mrs Sam Growcott BEd Mrs Rochelle Moore BTL</p> <p style="text-align: center;"><b>Support Staff</b></p> <p>Ms Christina Shields (Clerical) Mrs Fiona Stuart, Mrs Maree Skinner, Mrs Lovelea Lastimosa, Mr Tom Francis, Mrs Esther Dupu, Mr Andrew Willets (Teacher Aides) Mrs Ann Fry (Cleaning, gardening) Mr Colin Clearwater (Grounds) Mrs Esther Dupu (Chaplain)</p>	<p style="text-align: center;"><b>Student Council</b></p> <p>Lead by Mrs Elizabeth Isbister and Mrs Gloria Hurst</p>
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## Papakaio - Place of the Ngaio Tree - Whanaungtanga

Our school vision is captured in the four main parts of the Ngaio tree canopy as the four 'P's;

People, Passion, Purpose and Potential.

We believe that;

**People** come first and relationships are central to our school.

**Passion** for learning and life is essential.

Everything we do should be **Purposeful** and that through this we will help unlock the **Potential** in all our ākonga.

Central to our vision are the ākonga and their Hauora.

The rope represents our three values -

- Respect for ourselves - Rangatiratanga
- Respect for others - Manakitanga
- Respect for the environment - Kaitiakitanga.

The whole "tree" which signifies life and growth is nourished from the solid foundation of the Papakaio Community. - Kotahitanga

The various smaller leaves of the tree stand for the key learning dispositions. We aspire to develop people who are :- Literate, Adaptable, Reflective, Compassionate, Socially Able, Motivated, Globally Aware, Leading, Connected, Creative, Resilient, Culturally Competent, Environmental Aware and Practical.





# PAPAKAIO SCHOOL TARGETS 2018



## Key Charter Curriculum Targets

### Maths

#### Goal 1

"By the end of November 2018, 60% of the target group of 20 ākonga currently performing below the standard in Mathematics will make accelerated progress in their achievement towards meeting the standard by improving at least 1 year as measured by GloSS assessment."

### Literacy

#### Goal 2

"By the end of November 2018, 60% of the 24 Writing target group ākonga will make accelerated progress of at least a year and a half's progress in written language as measured by Asstle Writing Assessments."

### Ākonga

The BOT undertakes that with support from government agencies and whanau to enrol and provide appropriate programmes for all ākonga who reside within our Enrolment zone. In regard to growing our effectiveness in providing for our ākonga we have the following target.

"That ākonga with identified needs have programmes or actions in place and that these are peer reviewed in terms one and three."

### Maori

Our 2018 target is:

'That all Maori Students who are below or well below the National Standards have interventions developed in consultation with their Whanau with a view to making accelerated progress for at least 75% of the Maori Students towards meeting the National Standards as measured by growth through the curriculum levels.' We have an aim to lift achievement of Maori to the same level as non-Maori Students over two years.'

### Pasifika

Our goal is that all Pacifica Children in our school succeed academically and socially at least as well as our general population. To achieve this we have the following target:

"That for 2018 all Pacifica Children who are not achieving at least at the standards have interventions put in place that are focussed on lifting achievement of core subjects that are reviewed each term with the Parents/Whanau and any appropriate agencies."

# Papakao School Charter: 3 Year Strategic Plan 2018 – 2019

As well as our Targets the Board of Trustees has identified the following Priorities for Development

	2018	2019	2020
CoL	Spiral Of Inquiry is connected to other schools in the CoL	Curriculum approaches and learning support is best practice as moderated externally by CoL Schools	To further explore opportunities to collaborate across the CoL Community.
	Transition practices from Pre-School and onto High School are reviewed and processes updated.	Develop Science pathway to High School	Widen our involvement with CECs and Kindergartens
	Development of consistency of assessment around learning progressions in Literacy and Mathematics	To compare assessment practices with our CoL Partners	To embed consistent assessment practices for induction of new staff
	Investigate and introduce agentic learning	Further develop Agentic learning	Review effectiveness of Agentic Learning processes within the school.
Curriculum	To review transition in Mathematics, Algebra and Statistics to High School with a school-wide focus on moving beyond numeracy in teaching Mathematics	To upskill staff in Problem based Mathematics and contextualising Numeracy.	To embed curriculum changes in Mathematics to ensure new staff can follow expected practices.
	To focus on Reading and writing across the curriculum to lift student achievement	To focus on Mathematics across the curriculum to lift performance towards National Standards	To focus on Reading and writing across the curriculum to lift student achievement
	Review our Social Science Curriculum	Review PE Program	Review our Science Curriculum
	Develop Integrated Curriculum - STEAM in Senior Rooms	To explore Environmental Curriculum	Develop green projects within the school and community
	Explore agentic learning	Embed Agentic Learning	Evaluate and refine Agentic Learning
	To run an effective PREP programme that is integrated with financial literacy	To run an effective Arts Week programme	To run an effective PREP programme that is integrated with financial literacy
	Develop new report format in consultation with our school community that uses Edge data, meets the expectations of the community and is manageable.	Refine new report format in consultation with our school community that uses Edge data, meets the expectations of the community and is manageable.	Develop parent portals for Edge
Property	Upgrade the Pool Area and complete maintenance of plant and equipment - Pool - paint, renew heating	Develop new play area at bottom of field	Install artificial Turf on Northern area in front of offices
	Renovate rooms 4 and 5 using 5YP	Replace roof of Whare Iti	Complete the fence from the Bus Shed to the Pool
Community	Connect wider community to the school and strengthen Cultural Competency	Community consulted around curriculum being developed	
	To connect with Community, explain our curriculum and focus and gather reflective voice around the school and it's direction.	Community Survey to include wider community groups.	To connect with Community and gather reflective voice around the school and it's direction.
	Review Enrolment Scheme	Review Enrolment Scheme	Review Enrolment Scheme
Special Needs	Embed support practices around Gifted and Talented students.	Review transitions between classes and into and out of school.	
Taha Maori	Involve ourselves in at least one Tikanga Maori event beyond the school.	To have biculturalism evident in our general practice.	To develop Kapa Haka across the school
Pasifika	To develop cultural awareness of Pasifika and other cultures in the school in the light of our diverse community.	Embrace local cultural learning opportunities	

The Board Aims to develop school policies that reflect and promote cultural diversity and the unique position of Maori culture in New Zealand. We undertake to take reasonable steps towards providing instruction in Maori Language for full-time students whose parents request it.

<i>Area</i>	<i>Objectives</i>	<i>Implementation Strategies</i>	<i>Resources Needed</i>	<i>Personnel</i>
NAG 1	Student Achievement			
<b>Overall Goal</b>	<b>To continue to develop a curriculum that supports and enhances the learning of all students.</b>			
	To lift the performance of students in Mathematics - See this year's targets.	<ul style="list-style-type: none"> <li>• Inservice training for all staff</li> <li>• grouping and cross-class movement</li> <li>• Teacher aide support for classes</li> </ul>	<ul style="list-style-type: none"> <li>• PD Budget</li> <li>• PD Plan</li> <li>• Curriculum Budgets</li> </ul>	Principal Teachers BOT
	To improve the performance of ākonga in written language. – See this year's targets.	<ul style="list-style-type: none"> <li>• Involvement in CoL</li> <li>• Lead teacher to oversee implementation of new comprehensive spelling program</li> <li>• Teachers to up-skill through in-service</li> <li>• Children given high level instruction in terms of quality and quantity</li> <li>• A school wide programme developed for written language</li> <li>• Integration of the school-wide topic into the morning programme especially in the seniors</li> <li>• Regular focus in Staff Meetings</li> <li>• Regular moderation of writing</li> <li>• To integrate technology into the program eg E-Ako</li> <li>• To engage families of Target Students</li> </ul>	<ul style="list-style-type: none"> <li>• PD Budget</li> <li>• PD Plan</li> <li>• Curriculum Budgets</li> </ul>	Principal Teachers BOT
	To further develop our 21st Century Approach across the school with greater integration of curriculum.	<ul style="list-style-type: none"> <li>• Involvement in CoL</li> <li>• Jointly plan topic areas and units</li> <li>• To share best practice between classes and across syndicates</li> <li>• Develop Student Agency</li> <li>• Follow BYOD Policies and Procedures</li> <li>• Students learn what it is to be good cyber citizens</li> <li>• Sort LMS for students, teachers and community either Google Docs, Ultra Net</li> <li>• To provide transparent learning progressions</li> </ul>	<ul style="list-style-type: none"> <li>• PD Budget</li> <li>• PD Plan</li> <li>• Curriculum Budgets</li> </ul>	Principal Teachers BOT
	Maori Tanga - To develop and implement an effective school/wide curriculum to teach Tikanga Maori	<ul style="list-style-type: none"> <li>• To provide authentic and positive interactions with cultural experiences.</li> <li>• To ensure our plan is followed</li> <li>• To implement at least one area from the Moeraki Runanga Educational Strategy.</li> </ul>	<ul style="list-style-type: none"> <li>• PD Budget</li> <li>• Curriculum Budgets</li> </ul>	Principal Teachers BOT
	Gifted and Talented - To further develop effective programs that better meet the needs of our gifted and talented students.	<ul style="list-style-type: none"> <li>• Ensure differentiation and ākonga agency are present to appropriate levels in classrooms</li> <li>• Keep a Register of those with special abilities/giftedness</li> <li>• Develop in-class programs and IEPs to meet their needs</li> <li>• Document programs and outcomes</li> <li>• Pay special attention to "Maori Giftedness"</li> </ul>	<ul style="list-style-type: none"> <li>• Appraisal</li> <li>• PD Budget</li> <li>• Curriculum Budgets</li> </ul>	Principal Teachers

<i>Area</i>	<i>Objectives</i>	<i>Implementation Strategies</i>	<i>Resources Needed</i>	<i>Personnel</i>
NAG 2	Strategic Management			
<b>Overall Goal</b>	<b>To maintain the communication between staff, parents, BOT and the wider school community.</b>			
	To continue to engage and communicate with our Parent Community; especially around curriculum and learning support.	<ul style="list-style-type: none"> <li>• Expectation of functional IEPs for Targeted ākonga</li> <li>• Parents of Targeted Learners expected to attend Parent Interviews</li> <li>• Hold open days</li> <li>• Use the newsletter/website/facebook to publish information</li> <li>• Maintain a quality website and web presence with applications such as facebook.</li> <li>• Address Home and School Meetings</li> <li>• Develop a push notification for whanau</li> </ul>	<ul style="list-style-type: none"> <li>• Meetings</li> <li>• Website/email</li> <li>• Events</li> <li>• Newsletters</li> </ul>	Principal Staff H&S
	To provide parents, BOT and community with relevant information on ākonga achievement and progress in relation to National Standards.	<ul style="list-style-type: none"> <li>• School reports at 6 month intervals for first 3 years</li> <li>• Parent Student Teacher goal setting across the school by week 5.</li> <li>• Week 19 and 38 for senior ākonga</li> <li>• To share results of SEA and 6 year nets</li> <li>• To hold parent information meetings re curriculum</li> <li>• To report on ākonga performance to community</li> <li>• Top send in analysis of variance to MOE in a timely fashion</li> </ul>	<ul style="list-style-type: none"> <li>• Email</li> <li>• Reports</li> </ul>	Principal Teachers
	To consult regularly with the School Community	<ul style="list-style-type: none"> <li>• To use Google Forms for policy and curriculum areas being reviewed</li> <li>• Arrange events which use community skills and expertise</li> <li>• Arrange effective term - community focus events</li> <li>• To involve parents of children at risk more directly</li> </ul>	<ul style="list-style-type: none"> <li>• Newsletters</li> <li>• Community NL</li> <li>• Questionnaires</li> <li>• Meetings</li> <li>• Events</li> <li>• Budget</li> </ul>	Principal Teachers BOT Staff

<i>Area</i>	<i>Goals</i>	<i>Implementation Strategies</i>	<i>Resources Needed</i>	<i>Personnel</i>
<b>NAG 3</b>	<b>Employment and Personnel</b>			
<b>Overall Goal</b>	<b>To implement personnel policies and procedures that reflect the needs of the staff, students and BOT</b>			
	<ul style="list-style-type: none"> <li>To provide a teaching environment that promotes quality Teaching and Learning and high staff morale.</li> </ul>	<ul style="list-style-type: none"> <li>Provide effective teacher aide support and programmes</li> <li>Job descriptions reviewed annually, April to April.</li> <li>Provide effective PD for all staff including support staff when available</li> <li>Maintain all teaching staff appraisal/PD cycle based on the new Registered Teacher Criteria</li> <li>Continue to encourage parent help in all components of school programme</li> <li>Develop staff as a learning community</li> <li>Develop an ethos of strong teacher inquiry</li> <li>To provide opportunities for peer observation</li> <li>Build opportunities for social interaction</li> </ul>	<ul style="list-style-type: none"> <li>Budget Allocation to support</li> <li>PD Budget</li> </ul>	BOT Principal
	<ul style="list-style-type: none"> <li>Ensure that EEO policy and procedures are followed</li> </ul>	<ul style="list-style-type: none"> <li>To ensure all employment practices are fair and transparent.</li> <li>Deploy R Units in a fair equitable way</li> </ul>	<ul style="list-style-type: none"> <li>Planning</li> <li>Policies and Procedures</li> </ul>	BOT Principal
	<ul style="list-style-type: none"> <li>To fund within given resources and opportunities for staff development identified through the strategic plan, performance management and needs of the current ākonga.</li> </ul>	<ul style="list-style-type: none"> <li>Provide effective PD to support school development focus for all staff including support staff</li> <li>To support CoL initiatives and release staff to attend relevant CoL PLD opportunities.</li> <li>To be responsive to staff needs</li> <li>To support on-going staff learning and further education</li> <li>To ensure the Registered Teacher Criteria are fully implemented in a manageable and effective way.</li> <li>To develop expertise in key curriculum areas</li> <li>To develop staff knowledge and practice in providing quality feedback</li> </ul>	<ul style="list-style-type: none"> <li>Budget</li> <li>MOE Support</li> </ul>	BOT Principal

<i>Area</i>	<i>Goals</i>	<i>Implementation Strategies</i>	<i>Resources Needed</i>	<i>Personnel</i>
<b>NAG 4</b>	<b>Finance and Property</b>			
<b>Overall Goal</b>	<b>To provide a stimulating learning environment by providing resources within the allowable budget</b>			
	To maintain the highest possible standard of accommodation for ākonga and staff.	<ul style="list-style-type: none"> <li>• Prepare Annual Budget</li> <li>• To maintain tidy, attractive and safe grounds.</li> <li>• Meet the requirements of the 10 year maintenance plan</li> <li>• To maintain our buildings.</li> </ul>	<ul style="list-style-type: none"> <li>• Adequate grounds maintenance budget</li> <li>• Capital works funding / Fundraising</li> </ul>	BoT Principal Groundsperson
	To fund and provide high quality resources to support teaching and learning programmes	<ul style="list-style-type: none"> <li>• Maintain, replace and upgrade curriculum and library resources.</li> </ul>	<ul style="list-style-type: none"> <li>• Curriculum Budgets</li> </ul>	BOT Principal
	To offer appropriate opportunities for learning outside the classroom	<ul style="list-style-type: none"> <li>• Provide clubs and outside class learning opportunities such as guitar etc.</li> <li>• Provide an aquatics programme that includes sailing and Kayaking for the year 7 and 8s</li> <li>• Maintain the EOTC Programme</li> </ul>	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Principal</li> <li>• Community</li> <li>• Sports Clubs</li> </ul>	Principal Staff
	Maintain the enrolment scheme	<ul style="list-style-type: none"> <li>• Follow procedures and MOE guidelines</li> </ul>	<ul style="list-style-type: none"> <li>• MOE Policy and procedures</li> </ul>	BOT Principal

#### Statements to the Annual Plan

**Special Needs** - Papakaio School is an inclusive school that undertakes to support all ākonga who reside within our area and are of the correct age. Our school undertakes to up-skill its personnel and upgrade its facilities as supported by the MOE and it's services and as ākonga needs dictate. It is our aim to be the best learning environment for all our ākonga.



<i>Area</i>	<i>Goals</i>	<i>Implementation Strategies</i>	<i>Resources Needed</i>	<i>Personnel</i>
<b>NAG 5</b>	<b>Health and Safety</b>			
<b>Overall Goal</b>	<b>To provide a safe physical and emotional environment for students, staff and visitors</b>			
	<ul style="list-style-type: none"> <li>To keep the school a safe environment</li> </ul>	<ul style="list-style-type: none"> <li>Continue to replace fences</li> <li>Ensure Maintenance is current</li> <li>Check the safety of trees</li> </ul>		
	<ul style="list-style-type: none"> <li>To foster a positive and happy school environment</li> </ul>	<ul style="list-style-type: none"> <li>Develop whanau opportunities across classes</li> <li>Buddy Reading</li> <li>Survey students on bullying</li> <li>Pro-Active targeting of developing ākonga leadership opportunities</li> <li>Strong emphasis on developing respectful relationships</li> </ul>		Principal BOT Chair
	<ul style="list-style-type: none"> <li>To ensure consistent behaviour expectations throughout the school</li> </ul>	<ul style="list-style-type: none"> <li>Review and maintain procedures and expectations</li> <li>To induct new students intentionally to maintain positive school culture</li> </ul>		Health and Safety Officer Principal Staff
	<ul style="list-style-type: none"> <li>To support ākonga and families by providing support where necessary</li> </ul>	<ul style="list-style-type: none"> <li>Principal to conduct home visits where deemed necessary</li> <li>The BOT provides a discretionary budget for the Principal to support struggling families to have their children take a full part in the school life.</li> <li>To seek funding for student who cannot afford camps</li> <li>To provide support for families so that all ākonga enrolled at Papakaio can take a full part in School Activities</li> <li>Keep close liaison with families where we have concerns about their children's progress, safety or behavior.</li> <li>Use of RTLB, truancy, counseling, Health Nurse and other agencies.</li> </ul>		Principal Staff
	<ul style="list-style-type: none"> <li>To maintain clear hazard identification procedures</li> </ul>	<ul style="list-style-type: none"> <li>The principal is to inspect monthly and report to the BOT</li> <li>Building checks completed monthly</li> <li>Reports from camp include any safety concerns</li> <li>Analysis of accidents in term 1 and 3 at 6 monthly intervals</li> </ul>		BOT /Principal Health and Safety Officer
<b>NAG 6</b>	<b>Legislative requirements</b>			
<b>Overall Goal</b>	<b>To ensure that the school complies with all relevant legislation</b>			
	<ul style="list-style-type: none"> <li>To comply with all general legislation</li> </ul>	<ul style="list-style-type: none"> <li>Implement legislative changes</li> <li>Review all compulsory policies and procedures.</li> <li>Follow the self-review system</li> <li>Ensure consistent use of RAMs forms</li> </ul>		Principal BOT