

St Joseph's
Catholic School
Te Aroha



Charter

2011

St Joseph's Catholic Primary School

Description

St Joseph's Catholic Primary School is situated in the foothills of picturesque Mount Te Aroha. We serve the small town of Te Aroha and the surrounding rural area, primarily dairy farming. The school is situated on the main street of Te Aroha next to the Catholic Church. We have a very close relationship with our Parish which is enhanced by the close proximity. The school is involved with many church activities and the parish priest is a frequent visitor to the school.

We are a decile 5 school with a roll of 97 pupils who come from the town and surrounding areas.

St Joseph's is a school where students receive a quality education within a positive and friendly environment. All students are encouraged to be the best person they can be. Students are provided with quality educational programmes, facilities, sporting opportunities and an array of cultural and spiritual pursuits.

We are a learning focused school. The staff and students are constantly learning. We are always attaining new knowledge and applying it. This enables us all to be lifelong learners.

Our school has an academic focus for all involved. Our major priorities for 2011 are Literacy, Numeracy and Catholic Character.

St Joseph's has a very proactive Board of Trustees and an energetic, hard working PTA. Both groups also provide wonderful opportunities for our students.

Cultural Diversity and Maori Dimension

How will our school reflect?

New Zealand's cultural diversity

The New Zealand Curriculum reflects the multicultural nature of New Zealand society.

The school curriculum will encourage students to understand and respect other cultures which make up New Zealand society. It will ensure that the experiences, cultural traditions, histories, and languages of all New Zealanders are recognized and valued. It will acknowledge the place of Pacific Islands communities in New Zealand society, and New Zealand's relationships with the peoples of Asia and the South Pacific. (New Zealand Curriculum Framework, Ministry of Education, pg 7 1993.)

The unique position of the Maori culture

The New Zealand Curriculum recognizes the significance of the Treaty of Waitangi.

The school curriculum will recognize and value the unique position of Maori in New Zealand society. All students will have the opportunity to acquire some knowledge of Maori language and culture. Students will also have the opportunity to learn through te reo and nga tikanga Maori. The school curriculum will acknowledge the importance to all New Zealanders of both Maori and Pakeha traditions, histories, and values. (New Zealand Curriculum Framework, Ministry of Education, pg 7 1993.)

***What reasonable steps will the school take to incorporate Tikanga Maori (Maori culture and protocol) into the school's curriculum?**

Our school integrates Maori into classroom programmes. Education is delivered in English, with acknowledgement that Te Reo Maori and Nga Tikanga Maori are integrated within the school community. All students will have the opportunity to acquire some knowledge of Maori language and culture. Our religious education programme incorporates Te Reo.

*** What will the school do to provide instruction in Te Reo Maori for full time students whose parents request it?**

If a parent requests a higher level of Te Reo Maori and Tikanga Maori our staff under the guidance of our lead teacher will explore opportunities that may include one or more of the following:

- Dual enrolment with the correspondence school.
- Provide further classroom opportunities facilitated by our lead teacher.
- Invite local resource people to support with Te Reo.

Regular consultation will take place to discover the views and concerns of the schools Maori community.

Improving student learning and achievement

Strategic goal 1:

All students are successfully able to access the New Zealand Curriculum, as evidenced by progress and achievement in relation to the National Standards.

Annual goal 1.1

To increase the number of students achieving at or above the standard for writing.

Annual goal 1.2 -

To increase the number of students achieving at or above the standard for reading.

Annual goal 1.3

To increase the number of students achieving at or above the standard in mathematics.

Strategic goal 2

All students are able to access the National Religious Education programme.

Annual goal 2.1

To integrate and consolidate the values programme.

Base line data.

The school values were revised in 2010 and general discussion shows that not all the school community know and understand the school values.

Targets 2.1

- All the St Joseph's community is aware of the school's values
- The values programme is evident in all classrooms.

Annual goal 2.2

To develop and inquiry approach to delivering the Religious Education curriculum.

Base line data.

The Religious Education Curriculum has been purchased by the school as a digital resource. Other curriculum areas are taught at St Joseph's using our Inquiry approach.

Targets 2.2

- The inquiry approach will be used for one of the Religious Education Strands.
- All staff will use the digital resource.

Strategic goal 3

Assessment for learning strategies are used effectively to improve learning and teaching in relation to the National Standards and Curriculum levels.

Annual goal 3.1

To use the assessment for learning capabilities to lift teaching and learning practices particularly student and teacher reflection and clarity of the next learning step.

Base-line data.

Staff self assessments and facilitator observations show less progress was made in these two areas of teaching practice.

Target 3.1

- All teaching staff members will have moved forward on the best practice continuum.

Annual goal 3.2

To complete and trial the St Joseph's curriculum including assessment procedures.

Base-line data.

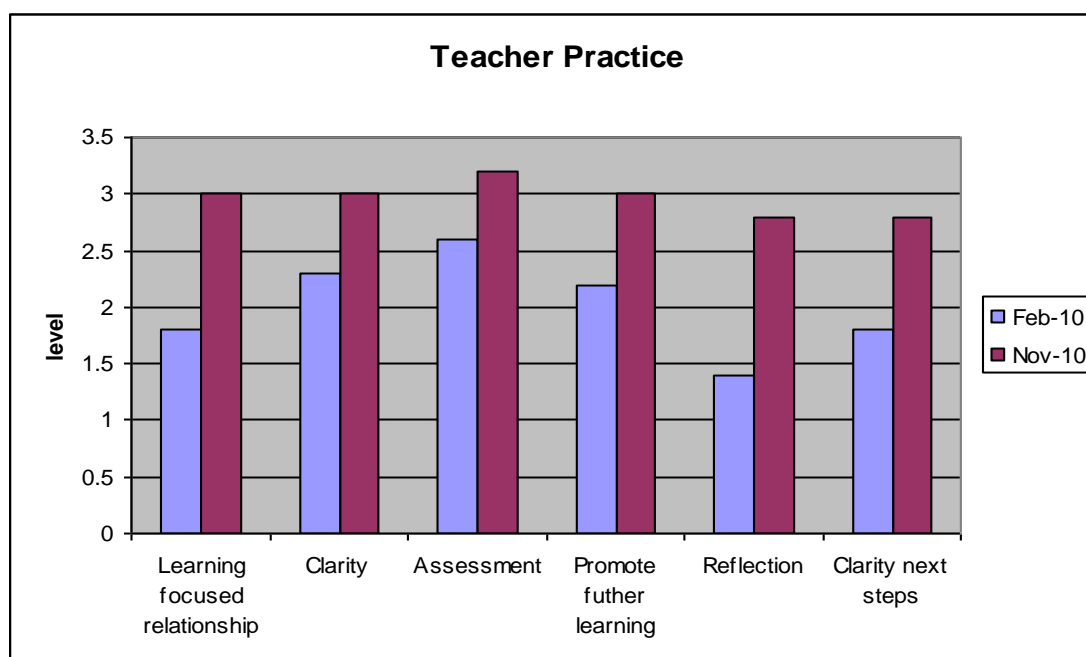
The St Joseph's curriculum and assessment documents are in draft form and teaching staff are eager to complete them. They will provide direction and clarity to teaching programmes staff in the same as 2010.

Target 3.2

- St Joseph's curriculum and assessment documents will be completed and trialled.

Strategic goal 4

Practices of a quality learning community are imbedded.



Annual goal 4.1

To ensure the appraisal process is effective in lifting teaching practice.

Base-line data:

Results from appraisal data taken in the last three years show a wide variation in teacher practice.

Targets

- An effective appraisal system will be trialled.
- Teaching practice will positively shift as a result.

Annual goal 4.2

To modify and trial systems for reporting assessment information to parents.

Base-line data:

Report systems in line with NAG2 have been used and areas to improve have been identified.

Target 4.2

- All parents will know and understand where their child is at and the progress they are making in relation to the standards and the National Curriculum.

St Joseph's School Strategic Direction 2011 – 2012

Goal 1:

To foster and enhance our special character.

Annual goals 1:

- To send letters to all children who are baptised
- To organise and issue new entrant packs.
- To organise bibles for children (in their new entrant pack?).

Goal 2:

To enhance our school facilities and services.

Annual goals 2:

- To upgrade the bottom field as per plan.
- To upgrade school gardens (front garden and office garden).
- To investigate advertising and display area outside room 3.

Goal 3:

To monitor and manage our school roll for optimal learning.

Annual goals 3:

- To organise and use new entrant packs for all 2011 new entrants. Organise packs for older children to hold parent evenings on key learning areas.
- To have one teacher come to each board meeting and speak on learning and teaching.
- To investigate signage.

Goal 4:

To maximise funding coming into the school.

Annual goals 4:

- To investigate world cup and sponsorship opportunities for funding particularly bottom field project.
- B.O.T to work closely with the P.T.A particularly on large projects, Aroha Homes, Guy Fawkes, Fuel for schools.

Goal 5:

To ensure St Joseph's are good employers.

Annual goals 5:

- To build close staff – B.O.T relationships (teachers at B.O.T meetings, social events).

Goal 6:

To maintain a board succession and education programmes.

Annual goals 6:

- Board training
- To foster close relationships with the P.T.A

Student Learning NAG1

- ◆ Reading Recovery Continuation
- ◆ Literacy professional development via school support service **T1-4**
- ◆ Written Language – raising achievement standards throughout school particularly boys. (Charter Goal) **On going**
- ◆ Continuation of register of students who are – not achieving
 - At risk
 - Special needs
 - Special abilities **On going**
- ◆ Overall teacher judgements aligned with the National Standards
- ◆ Reading Comprehension. (Charter Goal)
- ◆ Mathematics (Charter Goal)
- ◆ Practices of a quality learning community imbedded. **On going**
- ◆ ESOL testing and programmes initiated **On going**
- ◆ Target achievement of Maori students **On going**
- ◆ Continue with curriculum policy review. **On going**
- ◆ Career guidance Year 7 & 8 students. Careers unit studies (on going)
- ◆ Literacy Leadership – On going (Major Focus Writing/Minor Focus Reading)
- ◆ Science Review **T1**
- ◆ Revised Curriculum reviewing and implementing St Josephs Curriculum **T1-4**

Administration NAG 6

- ◆ Preparing calendar – B.O.T meetings, Term dates, Professional Development, school events **T1-4**
- ◆ Staff Administration Handbook review **T1**
- ◆ NAG Folder review **T1-2**
- ◆ Continue to encourage and welcome new students and families to our school.
- ◆ Enrolment package, booklet , folder up graded. **T1**
- ◆ Website up grade (teacher responsible) **T1-4**
- ◆ Up skill administration staff on payroll procedures (Nova pay) and SMS.

St. Joseph's Catholic School
Te Aroha
Annual Plan 2011

Strategic Planning / Self review / Reporting**NAG 2**

- ◆ Professional Development planned and implemented whole school, individual, BOT.
- ◆ Professional development on building positive relationships. **T1-4**
- ◆ Professional Development Literacy-School support services (Ministry Contract)
- ◆ B.O.T attend Professional Development courses and webinars, available through WAISTA. **Ongoing**
- ◆ School Charter- report to Ministry as a part of annual planning reporting requirements. **T 1**
- ◆ Community consultation on school priorities **T1**
- ◆ Annual Plan **T1**
- ◆ Policy Review – Following Programme **On going**
- ◆ Student Achievement Reviews (Aggregated Data) see timetable **On going**
Report to B.O.T. at monthly meetings
- ◆ Staff to discuss and address class register of students who are not achieving / at risk / special needs / special abilities in line with National Standards. **Each Term**
- ◆ 1 month check, 6 year net, after 2 and 3 years at school (report to parents) formal timetable **T1-4**
- ◆ Initial Assessment results (report to parents) **T1**
- ◆ Goal setting **T1**
- ◆ Parent Teacher Meetings **T3**
- ◆ Formal Reports inline with national Standards **T2 and T4**
- ◆ Staff to undertake professional development related to curriculum responsibility and personal goals.
- ◆ Religious Education staff meeting each term.

Personnel NAG 3

- ◆ Job Description review **T1 & 4**
- ◆ Appraisal process upgrade, implement(report to BOT) **(on going)**
- ◆ E.E.O. plan **T2**
- ◆ Job Description for Ancillary staff review **T4**
- ◆ Principal appraisal **(on going)**
- ◆ D.R.S job description review **T3**

Assets & Property NAG 4

- ◆ Asset register review **T1**
- ◆ Up date cyclical maintenance **T1**
- ◆ Up date insurance register **T1**
- ◆ Up date asset replacement plan **T1-4**
- ◆ Computer upgrade **T1**
- ◆ Upgrade ramp area in front of staffroom
- ◆ Up grade Gardens (two at front of school)
- ◆ Hose reels – remove/improve
- ◆ Swimming pool and sheds painting
- ◆ Bottom field redevelopment
- ◆ Room 1 toilets skylights
- ◆ Signage

Finance NAG 4

- ◆ Prepare annual budget **Oct**
- ◆ Curriculum needs analysis **on going**
- ◆ Order book / Purchasing **ongoing**
- ◆ Annual Report AGM **T1**
- ◆ Fund a teacher

Health & Safety NAG 5

- ◆ Compliance Schedule – **Monthly**
- ◆ Emergency drills –fire, earthquake and evacuation. **T1-4**
- ◆ Swimming Pool Maintenance **On going**
- ◆ Risk analysis sheet for Outdoor Education – As required
- ◆ Accident register up to date **On going**