

Mararoa School

Charter

2022

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Our School

Mararoa School is located at 'The Key' within the Te Anau Basin. The 'Key' is the gateway to Fiordland and to some of the most beautiful scenery and natural wonders of the world.

Our small rural school operates as a family unit where there is an inclusive environment of trust, sharing and respect for others and the environment, and where children feel secure and enjoy success in everything they do.

Our local community supports us in everything we do and is actively involved in many of our school programmes. It is a well- documented fact that schools which enjoy a high level of support from parents and people within the community, have happier children who are rich in experiences and secure in a supportive environment and our Mararoa children reflect this.

Our Vision

'Key Learning for Life's Journey'
confident, connected, actively involved, lifelong learners

Mararoa students will be positive, responsible learners who are able to successfully step forward in life's journey.

At Mararoa it is our vision to provide each of our children with 'Key Learning for Life's Journey'.

Our school equips children with the skills and knowledge to become positive, responsible learners and enables them to embark upon a successful, life-long journey of learning.

Our Values

Excellence, Innovation, Inquiry and Curiosity, Equity, Community and Participation, Ecological Sustainability, Integrity, Respect.

Our values guide us in what we do and how others see us.

'strive for our best'

Caring for Others

Respect - Honesty - Friendship - Kindness - Tolerance - Helping Each Other - Being Fair - Inclusion

Caring for Myself

Doing My Best - Participating - Honesty - Innovation - Giving Things a Go - Responsibility - Accountability

Caring for the Environment

Respecting Property & Possessions - Looking After Our Natural Resources

Key Competencies

Thinking, Using Language, Symbols, and Texts, Managing Self, Relating to Others, Participating and Contributing

Thinking

At Mararoa School I will learn to

- Think for myself

Using language symbols and text

At Mararoa School I will learn to

- Talk and listen to others
- Use correct written and oral grammar
- Read and interpret print and images
- Have competent spelling and writing skills
- Have computer and ict skills
- Have useful mathematical skills

Managing Self

At Mararoa School I will learn to

- Be organised - set goals, make plans, complete tasks, do my best
- Finish work on time - meet deadlines

Relating to Others

At Mararoa School I will learn to

- Respect, listen and value
- Accept differences
- Be able to help each other
- Work in a team or group and contribute responsibly
- Be able to take different roles and responsibilities within a group including leadership

Participating and Contributing

At Mararoa School I will learn to

- Participate in a team and group activity
- Value everyone's contribution
- Share my ideas
- Be prepared to join in all activities and give things a go
- Lead by example

Principles

High Expectations, Treaty of Waitangi, Cultural diversity, Inclusion, Learning to Learn, Community engagement, Coherence, Future focus

Our beliefs about effective teaching and Learning Programmes

Students learn best when they feel supported, accepted and included.

This will be achieved by

- Providing students with opportunities to engage in shared activities and conversations with others.

Students learn best when they are given time and opportunities to think critically and creatively.

This will be achieved by

- Providing them with the opportunities to engage with, practice and transfer new learning.

Students learn most effectively when they understand what they are learning, why they are learning it and how they will be able to use their new learning.

This will be achieved by

- Supporting students to make connections across learning areas as well as to home practices and the wider world.

Teachers, children and parents have a consistent understanding of learning expectations.

This will be achieved by

- Developing and communicating clear statements of learning expectations to all.
- Reporting meaningful student achievement information to all involved in children's learning.

All students can learn and succeed.

This will be achieved by

- Gathering, analysing and using reliable assessment information to inform teaching and learning programmes.
- Providing children with purposeful learning experiences using a range of resources, tools and approaches, including e-learning.
- Using assessment to evaluate teacher effectiveness and the ways they can improve delivery.

Children learn best in a stimulating, safe, well maintained environment.

This will be achieved by:-

- Providing child centred classroom environments.
- Providing updated well maintained resources.
- Monitoring an extensive, varied, outdoor recreation area.

Values & Beliefs

Consultation made it clear that the community values and believes that:

- Children are unique and their adaptability as individuals should be recognised and developed.
- Literacy and Numeracy provide the foundation for academic success.
- To be successful throughout their lives children need to develop a passion for learning, a solid work ethic and the self-confidence and belief in them-selves that they can be high achievers.
- Positive, interpersonal relationships are important for sustaining a healthy school environment.
- For children to develop to their full potential, opportunities to experience educational programmes outside the classroom are paramount.
- Encouraging the development of personal values and standards is an important aspect of all children's development and growth.
- The importance of contact and interaction with other schools and groups in the area.
- A safe physical and emotional environment enhances children's learning.
- Highly skilled, positive, enthusiastic teachers who have high standards and expectations are a school's most valuable resource.
- A fully resourced school which recognises the changes in today's digital world and the importance of using up-to-date ICT tools across the curriculum.

Mararoa Curriculum Delivery Statement

'Key Learning for Life's Journey'

Our school vision is for Mararoa students to be positive, responsible learners who are able to successfully step forward in life's journey.

Our principles, values and key competencies are the base on which we build and link our learning together.

The eight learning areas, English, the arts, health & physical education, learning languages, mathematics and statistics, science, social sciences, and technology are our key areas for learning.

When designing and reviewing our curriculum delivery we will select achievement objectives from each learning area in response to the identified interest and learning needs for the children.

Values and key competencies will not be assessed or reported to the Board of Trustees in isolation but will be included into learning area assessment. Children will be given the opportunity to self-assess key competencies and values.

Mararoa School Strategic Plan 2022- 2024

To meet our school beliefs to ensure our tamariki/children at Mararoa School have the best quality teaching and learning programmes in order to develop the skills to be self motivated learners who have the opportunity to achieve their maximum potential.

The school will implement an annual plan of high quality teaching and learning programmes based on the needs of our students, the priorities of our community and the requirements of the NZ Administration Guidelines (NAGS 1-6) the National Education Learning Priorities (N.E.L.P) and the NZ Curriculum

Curriculum Delivery

Consultation within the community has highlighted that achievement in literacy and numeracy is an ongoing priority, as is the request that we continue to prioritise regular physical activity, leadership and opportunities to experience education outside the school environment such as field trips, camps and interschool sports and cultural events.

Opportunities for students to develop the key competencies will be provided through the exploration of our school values, Caring For Myself, Caring For Others and Caring For The Environment.

School wide programmes will continue to focus on our belief that everyone is empowered to learn with and from each other, Tuakana-teina, and will be a focal point of the delivery of our programmes.

Strategic Goals: Consultation at the end of 2020 identified the following goals to prioritise for the next three years:

(A) Literacy & Numeracy

Identify at least one core curriculum area annually to raise achievement of students achieving below or at risk of falling below their expected level.

(B) Diversity

To provide programmes to ensure all students are exposed to a diverse range of people and cultures in order to develop a respectful knowledge so they learn to value diversity.

(C) Te Reo

To step up the delivery of our curriculum practice by ensuring that the identity, language and culture of all nationalities, with particular emphasis on Maori and local history is recognised and celebrated.

Core Curriculum: Literacy and Mathematics (A)

To target achievement in mathematics and literacy with a focus to develop smooth transition pathways for all students.

Early childhood to New Entrant Class

Year 8 to High School

- **Goal 2022** – To target a group of students in each class who are identified as at risk of not achieving at or above their expected level in writing, subsequently raising the level of engagement and achievement in writing for all students.
- **Goal 2023** – Target a group of students in each class who are identified as at risk of not achieving at or above their expected level in mathematics, subsequently raising the level of engagement and achievement in mathematics for all students.
- **Goal 2024** – To target a group of students in each class who are identified as at risk of not achieving at or above their expected level in reading subsequently raising the level of engagement and achievement in reading for all students.

Programmes to support these goals:

- Data will be collected and analysed on an annual basis to monitor school wide achievement in Literacy and Numeracy.
- A range of national standardised tests, alongside day to day engagement and achievement in class will form the basis for the analysed data collection.
- Each year all teachers will link their Annual Professional Growth Cycle to the targeted goal and implement subsequent programmes. 2022-all classroom teachers will be supported through the **Accelerated Literacy Learning** professional development contract.

Diversity (B)

To ensure all students are exposed to a diverse range of people and cultures in order to develop a respectful knowledge so they learn to value diversity, both in themselves and others.

Goals/ Programme focus

- Coverage of the Health and PE curriculum will incorporate learning goals and programmes with a focus on valuing differences, diversity and personal wellbeing. During 2022 begin the implementation of Healthy Active Learning (HAL) with guidance from Active Sport- Southland
- Ensure all students are given the opportunity, through the appropriate Social Sciences curriculum areas, to develop the knowledge and skills to appreciate and value differences and diversity.
- Ensure students are given the opportunity to experience Real World Learning.
- Provide appropriate support for teachers to develop the knowledge and skills to implement these programmes.
- Appropriate programmes and expertise will be available to support student wellbeing.

Programmes to support these goals

- Implementation of of New Zealand Histories Curriculum
- Senior class leadership programmes will provide real life experiences such as city camps.
- Annual Whole School Inquiry Topics will include a diversity focus area.
- Annual Life Education visits will have a diversity focus with emphasis on empathy and inclusion.

Te Reo (C)

To continue to ensure all students are given the opportunity to learn basic Te Reo and an appreciation of our history and Maori culture.

Goals

- To increase the use of basic Te Reo (greetings, commands) across all classes.
- To develop a greater appreciation of Te Reo and Maori culture within our school community.
- School Inquiry topics will include a component around our local Te Anau Basin and New Zealand History including the Treaty of Waitangi.

Programmes to support these goals

- Tuakana Teina (learning from each other) will continue to be embraced and promoted as part of our school wide culture.
- Yearly subscription to Wai Ako online programme to support daily classroom programmes.
- Imbed school-wide Pepeha Progression- Year 1 Begin with 2 lines- Year 8 full Pepeha
- Budget to employ experts to support delivery of programmes
- Whole school learns two new Waiata each year.
- The Whole school learns Te Anau Haka to perform at every assembly or official gathering.
- Learn about our local and national history including local stories and legends- Implementation of the New Zealand Histories Curriculum with the support of Raewyn Harrison Across Schools FiNSCoL teacher.
- Take a more active role in local Marae (Colac Bay) and implement regular school-wide Maori culture programmes to develop an awareness of Tikanga and protocol.
- : Focus 2022 Carving & School Hangi : 2023 Overnight Marae Visit : 2024 Rakau/Carving flax weaving

NAG 2

To meet our school beliefs to ensure tamariki/children at Mararoa School have the best opportunities for learning we will foster and maintain a high level of partnership between the school and our community through a high level of communication, documentation and self review.

NAG 3

To meet our school beliefs to ensure tamariki/children at Mararoa School have the best opportunities for learning we will ensure that we will maintain school wide employment and personnel systems by valuing and promoting high levels of staff competence including a three year professional development plan.

Three Year Professional Development Plan

The following table illustrates the school's anticipated development priorities.

	2022	2023	2024
School Development target/focus objective aligned to annual achievement target.	<p style="text-align: center;">Curriculum Focus</p> <p>To lift engagement & achievement in Literacy for all students.</p> <p>Student motivation, target needs of children achieving below their expected level or who are at risk of falling below in writing.</p> <p>Strengthen the bicultural & diversity programmes within the school. Introduction of HAL with support of Active Sport professionals.</p> <p>Continue Five Plus, Seven Plus programme for students achieving below their expected level in reading and continue to focus on developing literacy skills. Participate in the ALL professional development contract.</p> <p>Introduce school-wide spelling programme- The Code</p> <p>Increase integration of learning through play, problem solving and the use of digital learning tools within classroom programmes.</p>	<p style="text-align: center;">Curriculum Focus</p> <p>To lift engagement & achievement in Mathematics for all students</p> <p>Student motivation/learning pathways.</p> <p>Strengthen diversity and bicultural programmes within the school.</p> <p>Increase integration of digital learning tools within classroom programmes.</p>	<p style="text-align: center;">Curriculum Focus</p> <p>To lift engagement & achievement in writing for all students</p> <p>Student motivation/learning pathways</p> <p>Increase integration of digital learning tools within classroom programmes.</p>

NAG 4 Management & Finance

To meet our school beliefs to ensure all tamariki/children have the best opportunities for learning we will have sound financial and property systems which comply with MoE and audit requirements. School budgets and fundraising will reflect the annual priorities of the community including the funding of additional staff to maintain small class numbers for core curriculum areas.

NAG 5

To meet our school beliefs to ensure all tamariki/children have the best opportunities for learning we will enhance the school's physical environment and maintain a safe physical, emotional environment and spiritual wellbeing using the Te Whare Tapa Wha model.

NAG 6

To meet our school beliefs to ensure all tamariki/children have the best opportunities for learning we will comply with all general legislation requirements concerning issues such as student attendance, length of the school year.

Mararoa School

Annual Plan

2022

‘Key Learning for Life’s Journey’

Mararoa students will be positive, responsible learners who are able to successfully step forward in life’s journey

We will -

- 1) Provide best quality teaching and learning programmes.
- 2) Opportunities to experience education outside the classroom and school environment with a Cross Curriculum Focus.
- 3) Foster a partnership between school and community.
- 4) Maintain and provide highly effective school wide systems.
- 5) Maintain, develop and extend school resources.
- 6) Enhance the school’s physical environment. Maintain a safe emotional and physical environment.

Mararoa School Annual Plan 2022

CURRICULUM DELIVERY

TO MEET OUR SCHOOL BELIEFS TO ENSURE All CHILDREN AT MARAROA SCHOOL HAVE THE BEST OPPORTUNITIES FOR LEARNING WE WILL: PROVIDE BEST QUALITY TEACHING AND LEARNING PROGRAMMES TO DEVELOP SELF MOTIVATED INDEPENDENT LEARNERS SO THAT EVERY STUDENT REACHES THEIR MAXIMUM POTENTIAL.

Caring for Myself/Caring for Others/Caring for the Environment

	CURRICULUM - Nag (1i) (1ii) (1iii) N.E.L.P 1, 2, 3, 4, 5, 6	Time Frame	Budget	Person/s Responsible	Actioned
1.1	<p>Numeracy & Literacy Programmes—Focus on high quality teaching and learning programmes. (Daily programmes – 3.5 hours in total) Integrate Inquiry Programmes as much as possible</p> <p>A. Literacy Review Mid Year B. Writing updates and Review Term 3 C. Student Achievement Literacy Target: to raise engagement and achievement for all students in writing with a focus on learners working below or who are at risk of falling below their expected level of achievement. D. Employ a Teacher Aide to support students below or at risk of falling below expected literacy & numeracy levels. E. Employ full-time teacher aide (shared position) to support very high needs ORS funded student.</p>	<p>Term 1 – 4</p> <p>Term 1 & 2</p> <p>Term 3 & 4 if required</p>	\$8,000	<p>Teachers</p> <p>Literacy Leader Principal</p> <p>Principal</p>	
1.4	<p>Additional Teaching Staff</p> <ul style="list-style-type: none"> Employ specialist Maori/ Music & Drama experts to help with classroom programmes. Focus Te Reo/ Kapa Haka/Maori History 	Term 1 - 4	\$3,000	Principal	
1.5	<ul style="list-style-type: none"> Update cumulative records Term 2 & 4 PAT/STAR/Probe/National Standards – term 4 	Term 1 & 4		Principal, Literacy & ICT Leaders	
1.6	<ul style="list-style-type: none"> Integrate enviroschool principles into applicable curriculum areas – inquiry/science, social sciences, literacy, maths, clubs, Kids Restore Kepler, Native garden, Year 1-3 Outdoor Adventure Play, Outdoor Education Activities, Year 7 & 8 Leadership Programme 	All Year		Staff/BOT/PTA	
1.7	<ul style="list-style-type: none"> Learning goals of children working below and well above national standard in writing to be reviewed at staff meeting once a term and programmes reviewed to meet needs. All teachers participate in Accelerating Learning in Literacy Intervention 	Four Terms	N/A	Literacy & Numeracy Curriculum Leaders	
1.8	<ul style="list-style-type: none"> Te Reo and Maori culture programme integrated into classroom programmes. Pacifika Programme will be investigated should any children/parents request it. Whole school Focus ; Homes and Habitats Introduction of NZ Histories Curriculum Attend performances- Maori Culture groups/ other Cultures Investigate establishing connections with Colac Bay Marae/ Hangi 	All Year		Shared Responsibility between all classroom teachers	
1.9	<ul style="list-style-type: none"> Ensure balanced use of digital technology is integrated into all curriculum programmes across school. Digital technology PD for staff supported through FiNSCoL Across School Teacher 	Throughout Year One school based integrated digital day per term	N/A	Curriculum Leader	

OPPORTUNITIES TO EXPERIENCE EDUCATION OUTSIDE THE CLASSROOM AND SCHOOL ENVIRONMENT WITH A CROSS CURRICULUM FOCUS

● 2022 – KRTK – Field Trip- (History of Kepler Track)	Week 3	
● Technology for year 7 & 8 at College	Thursday morning 9-11am Terms 1, 2 & 4	
● Athletic Sports – Basin, Northern	Basin 25 February PP 28 Feb, Northern 9 March	
● EnviroSchools/ KRTK Programme.	Terms 1 – 4	
● Swim Safe:	February – Class Skills Programme November – Swim for life Programme with coach Year 5 - 8 Deep Water Skills Term 4	
● Life Education Van	4/7 March	
● Swimming Sports – Basin/Northern	Basin 18 March, Northern 25 March	
● Digital Citizenship (John Parsons)	Date to be confirmed Class Workshops/ Staff & BoT Professional Development Parent Information Evening	
● 2022 Clubs Day	14 April	
● Year 7 & 8 Leadership Programme - Camps	<ul style="list-style-type: none"> ● Grip- Term 1 - 30 March ● Deep Cove- Term 2, 16-20 May ● Art/ Culture Focus Term 3 ● Pukerau- Term 4 8-11 Nov 	
● Cross Country – School, Basin, Northern (Mararoa to host Basin Cross Country)	May/June	
● Winter Sports programme	June - August Thursdays pm	
● Gymnastics – School	August - September Thursdays pm	
● Speech Competitions – Whole School	August	
● Inquiry Based Field Trip	May	
● Tennis Tournament	Week 2 Term 4	
● Pet Show at Te Anau?	November	
● Book Week & Fair	November	
● Art exhibition in Te Anau – Wapiti Bakery	Term 1 - 4	
● Whole school End of Year Fun Day Field Trip	13 December	
● Year 8 Graduation & School Break Up	9 December	

Goal 2

TO MEET OUR SCHOOL BELIEFS TO ENSURE CHILDREN AT MARAROA SCHOOL HAVE THE BEST OPPORTUNITIES FOR LEARNING WE WILL: FOSTER AND MAINTAIN A HIGH LEVEL OF PARTNERSHIP BETWEEN THE SCHOOL & COMMUNITY

	DOCUMENTATION AND SELF REVIEW - Nag 2	Time Frame	Budget	Person/s Responsible	Actioned
2.1	<ul style="list-style-type: none"> Annual Charter to be submitted to Ministry (including all National Standards Reporting) 	Beginning Term 1 March	N/A	Principal & Chairperson	
2.2	<ul style="list-style-type: none"> Review School Strategic plan/ Annual plan/ National Standards data 	Term 1 Term 4	N/A	Principal & Chairperson	
2.3	<ul style="list-style-type: none"> Follow School Self Review Programme as per 3 year planner 	Throughout year	Refer Admin School Budget	Principal	
2.4	<ul style="list-style-type: none"> Community newsletters and updates including summary of Board meetings, consultations, community advertisements / meetings / fund-raisers/ policies Regular updates on school app, facebook page and school website 	Monthly	Refer Admin School Budget	Principal / Office Manager/ ICT Leader	
2.5	<ul style="list-style-type: none"> PTA meetings – No more than one meeting per term. AGM—May! 	Term 1-4		PTA/Chairperson	
2.6	Fundraising— <ul style="list-style-type: none"> PTA-\$6000 - Annual Wishlist Year 7 & 8 Leadership Camps Bot Staffing Reserve Fund-Fundraising, Mavora Explorer Upgrade Devices - apply for Grants Cattle Scheme –Staff Funding reserve 	As Required	PTA \$5,000 \$4000 for school camps and Leadership	PTA Year 7& 8 Students & Parents BOT Staff	
2.8	<ul style="list-style-type: none"> Maori Consultation 	Term 2 - 3	"	Principal & Teachers	
	<ul style="list-style-type: none"> Wellbeing Survey 	Begin End of Term 3	"	Principal & Teachers	
	<ul style="list-style-type: none"> Newsletter/Flyer 	Alternate weeks	"		
	<ul style="list-style-type: none"> Social Sciences/Mathematics/ Literacy Maori Languages & Technology Reviews to Board 	Terms 2 & 3	"		
2.9	<ul style="list-style-type: none"> Update emergency contact numbers of parents. 	February & Throughout Year	Refer Admin School Budget	Office Manager Bus Controller	
2.10	<ul style="list-style-type: none"> Playcentre, Fiordland Kindy, Early Childhood Liaison and visits 	Throughout year		Junior Class Teacher & Principal	
2.11	<ul style="list-style-type: none"> Encourage parent involvement in classroom programmes i.e. clubs, sport, pet day, inquiry day. 	Throughout Year	"	Principal & Teachers	
2.12	<ul style="list-style-type: none"> School newsletters and important messages to be published on school app, facebook page, website, email contacts 	Flyer/Newslett er alternative weeks	Refer Admin School Budget	Principal / Office Manager/Teacher in charge of ICT	
2.13	<ul style="list-style-type: none"> Continue to transfer all school policies and procedures onto School Docs system. 	Throughout Year	N/A	Principal	
2.14	<ul style="list-style-type: none"> Draft ideas for Strategic and Annual Plan for 2023 	November	N/A	Principal / Staff / Board of Trustees	

Goal 3

TO MEET OUR SCHOOL BELIEFS TO ENSURE CHILDREN AT MARAROA SCHOOL HAVE THE BEST OPPORTUNITIES FOR LEARNING WE WILL: ENCOURAGE THE DEVELOPMENT AND ACHIEVEMENT OF EACH INDIVIDUAL CHILD THROUGH MAINTAINING AND IMPROVING SCHOOL WIDE SYSTEMS.

	EMPLOYMENT & PERSONNEL – Nag 3	Time Frame	Budget	Person/s Responsible	Actioned
3.1	<ul style="list-style-type: none"> Board ongoing training 	Term 1-4	\$600	Chairperson	
3.2	<ul style="list-style-type: none"> Review and sign revised job descriptions and performance standards—all teaching and all non-teaching staff. 	February	N/A	Principal	
3.3	<ul style="list-style-type: none"> Professional development for full-time teaching staff, centred around school target focus on lifting writing achievement. Personal goals using “Teaching as an inquiry” model. 	Term 1-4	\$2,500	Literacy Leader/Principal	
3.4	<ul style="list-style-type: none"> Professional development for teachers – “Professional Growth Cycle” Literacy-writing Ongoing Office Management training. Website/Edge/Google Docs 	Term 1-4 Term 1-4	\$2,000	Principal/Teachers Office manager/ Teachers	
3.5	<ul style="list-style-type: none"> Professional development for Principal—Principal cluster groups/ FiNSCoL – local schools Ka Hui Ako 	Throughout Year	\$1,000	Principal	
3.6	<ul style="list-style-type: none"> Report whole school professional development to the Board of Trustees. 	Term 1-4	N/A	Principal & Chairperson	
3.7	<ul style="list-style-type: none"> Teacher only days January/February/June School development day- November 	- November	Banked Staffing	Principal	

Goal 4

TO MEET OUR SCHOOL BELIEFS TO ENSURE CHILDREN AT MARAROA SCHOOL HAVE THE BEST OPPORTUNITIES FOR LEARNING WE WILL: IMPLEMENT SOUND FINANCIAL PROPERTY SYSTEMS

	PROPERTY & FINANCE – Nag 4	Time Frame	Budget	Person/s Responsible	Actioned
4.1	<ul style="list-style-type: none"> Prepare and revise budget for 2022 & 2023 	Jan July Nov	N/A	Treasurer/Principal/Office Manager	
4.2	<ul style="list-style-type: none"> New LSC Learning Space New space ORS student Outdoor Learning Space (SEG) to replace Shade Sail area. 	Term 1 Holiday End of January	Emergency H & S Application MoE Grant	BoT Chair/ Property Rep/ Treasurer/ Principal	
4.3	<ul style="list-style-type: none"> Implement 5 year Capital Property Plan-June -Begin upgrade of classroom windows and teaching spaces. 	Term 1-4		Property representative Property Consultant Principal	
4.4	<ul style="list-style-type: none"> Prepare Annual Auditors Report for 2021 gather data 2022 	Feb/Nov/Dec	N/A	Treasurer/Principal/Office Manager	

4.5	<ul style="list-style-type: none"> Update 5 year asset replacement plan and prioritise spending for 2022/2023 	Term 1	N/A	Curriculum Leaders Principal/Office Manager	
4.6	<ul style="list-style-type: none"> Check accuracy of asset register / chairs/ desks / trays. 	Term 1 - 4	N/A	Furniture Grant	
4.7	<ul style="list-style-type: none"> Purchase and update of up to 5 new digital devices 	Term 1-4	Apply for Community Grants	ICT Leader Office Manager	
4.8	<ul style="list-style-type: none"> Employ ICT technician to troubleshoot and maintain effective systems 	Term 1 – 4	\$1,500 Apply for Community Grants	ICT/Curriculum Leader	
4.9	<ul style="list-style-type: none"> Purchase & delete Library Books / Reading books. 	Throughout Year	PTA Wishlist	Literacy Leader	
4.10	<ul style="list-style-type: none"> Maintain purchasing of curriculum resources based on priorities and requests. Complete reorganisation of resources 	Throughout Year	Curriculum Budget For each area	Curriculum Leaders	
4.11	<ul style="list-style-type: none"> Native school gardens to be completed and maintained. 	Term 1/4		BOT Property Rep & Teachers with all children involved through the Enviro Programme.	

Goal 5

TO MEET OUR SCHOOL BELIEFS TO ENSURE CHILDREN AT MARAROA SCHOOL HAVE THE BEST OPPORTUNITIES FOR LEARNING WE WILL: ENHANCE THE SCHOOL'S PHYSICAL ENVIRONMENT AND MAINTAIN A SAFE ENVIRONMENT

	HEALTH & SAFETY – NAG 5	Time Frame	Budget	Person/s Responsible	Actioned
5.1	Practise School evacuations as per emergency procedures	Once a term		Principal, BoT Health & Safety	
5.2	Shade sail- Lunch area & sandpit Maintenance winter term	Term 1 & 4	\$150	BOT Property Representative	
5.3	On-going monthly inspection of property, identifying and then minimising hazards, as per Property Management Policy.	Throughout Year		Health & Safety Representative Property Representative	
5.4	School Behaviour, Amazing Children Programme Review DEBUG early term 1	Throughout Year	Prizes \$100	Principal & Teaching Staff	
5.5	Implement health & safety policies & procedures, including RAM for extracurricular activities outside the classroom.	Throughout Year		Principal & Teaching Staff	
5.6	Parent/Child Survey Physical & Emotional Wellbeing Survey. Review Parent Feedback re Physical & Emotional Safety Questionnaire.	Term 3 Report to BOT Term 3 or early 4	N/A	Health & Safety Representative Teaching Staff Principal & BOT	
5.7	Treatment of swimming pool & and maintenance of filtration system	Term 1 Term 4	PTA Donation	Property Representative/PTA	
5.8	Continue water quality and testing programme. Clean and replace filters for drinking water at source. Implement new water plan	Term 1-4		Property Rep Property Consultant Health & Safety Rep	
5.9	First Aid training- teacher aide	Mid year		Health & Safety Rep, Principal	
5.10	Building inspections of equipment installed for ORS funded student	Term 1-4	MOE	Property & Health & Safety Rep, Principal	

GOAL 6**TO MEET OUR SCHOOL BELIEFS TO ENSURE CHILDREN AT MARAROA SCHOOL HAVE THE BEST OPPORTUNITIES FOR LEARNING WE WILL: COMPLY WITH ALL GENERAL LEGISLATION REQUIREMENTS.**

	LEGISLATION – NAG 6	<u>Time Frame</u>	<u>Budget</u>	<u>Person/s Responsible</u>	<u>Actioned</u>
6.1	Complete school roll returns	March & July	N/A	Principal & Office Manager/BOT	
6.2	Report attendance trends times school open for instruction to board on regular basis.	Every Board Meeting	N/A	Principal /BOT	
6.3	Formulate and confirm term dates for 2023 – to be approved by Board of Trustees.	End of Term 3	N/A	Principal / BOT	
6.4	Ensure all policies and procedures are in place and current. In line with 3 year self- review plan	Term 1-4	N/A	Principal / BOT	