



LEIGH SCHOOL CHARTER

VISION STATEMENT

Leigh School students discover and follow their passions with integrity and compassion.

MISSION STATEMENT

We build our students' ability to learn and their emotional strength, then we connect students' interests to their culture and local community.

WHAT WE BELIEVE...

- School helps students to become independent learners
- Personal success is built on a strong foundation of reading, writing, maths
- Every interaction requires respect, compassion, and honesty
- School should be safe for all
- We should all be proud of our cultures
- School is part of, and strengthens, the local community
- Caring for and protecting our local environment is important
- Children grow when they follow their own interests



Cultural Diversity and Māori Dimension for Leigh Primary School

The unique position of Māori Culture :

The school will:

- Encourage the use of te reo with the children as part of the daily classroom programme
- Engage in staff development in te reo where possible
- Use the Ministry of Education documents - 'Ka Hikitea – Managing for Success', 'Ka Hikitea – Accelerating Success', 'Tataiako' to guide the development of school programmes and 'Hautu' as a review tool for the Board of Trustees..
- Use Kaumatua and other local resource people to support classroom programmes
- Involve representatives from the Māori community in any decisions affecting Māori students, policy making and programmes
- Include Māori student achievement in reports to the Board of Trustees
- Honour the Treaty of Waitangi


New Zealand's cultural diversity:

The school will:

- Respect and recognise children's cultural and spiritual backgrounds
- Value the language children bring to school
- Develop class programmes to encourage the exploration of cultures, with a particular emphasis on Māori and Pasifika cultures which will be included in our curriculum structure.
- Provide opportunities for children to share their cultures and celebrations
- Use the resources supplied by the Ministry of Education

What reasonable steps will the school take to incorporate tikanga Māori (Māori culture and protocol) into the school's curriculum?

- All school assemblies begin with our national anthem sung first in Māori and then in English.
- A percentage of budget spending will be allocated to Māori resources.
- Incorporate teaching about local Māori history and culture into the Curriculum programmes.
- Minimum 30 minutes per week in all classrooms devoted to Tikanga and Te Reo.
- A programme for teaching Tikanga and Te Reo will be developed for the tutor.
- Whole school will visit the local Marae annually – Omaha Marae.
- Consultation with family members of Omaha Marae in regard to the protocol expected with visit e.g children to say their mihi.

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- Kapa haka will be taken with the whole school three to four times a term for approx. 40 mins, and then with a selected Performance group participating in the Kaipara Festival and other performance opportunities (like the Fishing Competition, The Sawmill etc)
 - Every opportunity will be taken for the whole school kapa haka group, to perform publicly.

What will the school do to provide instruction in Te Reo Māori (Māori language) for full time students whose parents ask for it?

- All such requests will be given full and careful consideration by the Board of Trustees and regard will be given to: availability of personnel with the requisite skills and qualifications and the overall school financial position.

What steps will be taken to discover the views and concerns of the school's Māori community?

- Consultation with the Māori community on a regular basis.
- Parent interviews
- Open door policy and invitations for parent to express their opinions
- Information evenings or gatherings – target key people to encourage participation by the Māori community

At present about 21% of our school roll is made up of Māori students.

Strategic Aim 1: *Student learning, engagement, progress and achievement.*

2019

2020

2021

1.1 To achieve targets set for student achievement

1.2 To continue to work towards developing students' independence and agency in learning.

1.3 To implement the next stages in the 'Health Promoting Schools' programme

Strategic Aim 2: *Effective Teaching*

2019

2020

2021

2.1 Review and improve assessment practices.

2.2 Further develop pedagogies for effective teaching within the Innovative Learning Environment

2.3 Review curriculum coverage

Strategic Aim 3: *Community Engagement*

2019	2020	2021
3.1 Complete consultation process – rewrite mission, vision and belief statements		
3.2 Continue to implement the Māori Action Plan		
3.3 Continue to develop connections through Kahui Ako		
3.4 Continue to improve the ways in which the school develops partnerships with the community.		

Strategic Aim 4: *Improving our School Environment*

2019	2020	2021
4.1 Continue to upgrade and improve the school environment		
4.2 Continue to implement the Library Action Plan		



LEIGH SCHOOL ACTION PLAN - 2019

STRATEGIC AIM 1: *Student learning, engagement, progress and achievement.*

- 1) To achieve targets set for student achievement
- 2) To continue to work towards developing students' independence and agency in learning
- 3) To implement the next stages in the 'Health Promoting Schools' programme

Action Required	Responsibility	Actual Outcomes
1.1 To achieve targets set for student achievement: <ul style="list-style-type: none"> • Refer Achievement Targets for 2019 including a review of writing 	All staff	
1.2 To continue to work towards developing students' independence and agency in learning. <ul style="list-style-type: none"> • Introduce Leigh Learner skills – Self Managing, Inquiry, Collaboration' – adding to Leigh School Values • Complete an Inquiry into how we use Leigh Learner skills in the classroom – Salp Project • Develop visuals - Inquiry process, Māori, Values, Leigh Learner skills, café stands. • Strategies to develop Leigh Learner Skills – mixed ability group work, teina / tuakana, Kagan Structures. • Follow and teach the 'FISH' Inquiry model • Further develop planning strategies to promote children's independence in learning. Implement suggestions in 'Understanding by Design' to design units of work that develop and reinforce conceptual understandings. 	All staff	
1.3 To implement the next stages in the 'Health Promoting Schools' programme. <ul style="list-style-type: none"> • To implement the suggestions from the Health questionnaire in 2018 • To review aspects of "The Code of Professional Responsibility" (Ministry of Education - 2017) with staff. • To develop Leigh Leaders in their roles. • Review the Health and Physical Education two year overview. • To implement PB4L actions – Flow chart, consequence rubric, procedural updates. • Refer also – assessment review, Leigh Learner skills, Community Consultation, developing educationally powerful relationships. 	<ul style="list-style-type: none"> • Sharleen Tornquist - ePB4L facilitator • Ella Guy – Public Health Nurse 	



LEIGH SCHOOL ACTION PLAN - 2019

STRATEGIC AIM 2: *Effective Teaching*

- 1) Review and improve assessment practices
- 2) Further develop pedagogies for effective teaching within the Innovative Learning Environment
- 3) Review Curriculum coverage

Action Required	Responsibility	Actual Outcomes
<p>2.1 Review and improve assessment practices:</p> <ul style="list-style-type: none">• Consider our assessment processes to identify weaknesses or gaps in the process then address those gaps / weaknesses.• Investigate the use of the PACT tool to improve consistency of assessment in reading, Writing and Maths.• Utilise the Literacy Language Progressions as indicators for school wide assessment.• Update 'Assembly' to better manage storage and analysis of data.• Continue to use formative assessment practices with students.• Work with Kahui Ako and access support for assessment review	All staff / Rachel Kahui Ako – Helen Pearson	
<p>2.2 Further develop pedagogies for effective teaching in the Innovative Learning Environment</p> <ul style="list-style-type: none">• Using the 'Seven Principles of Learning' as published in the OECD project booklet –'The Nature of Learning' – continue to explore Principle 2 – The social nature of learning (including extending opportunities for collaboration) and this year focus on Principle 6 – Assessment.	All staff	
<p>2.3 Review Curriculum coverage</p> <ul style="list-style-type: none">• Review the Health and Physical Education overview – submit curriculum report to the Board of Trustees.• Review Maths curriculum delivery – submit curriculum report to the Board of Trustees.	Rachel / Julie Dominique	



LEIGH SCHOOL ACTION PLAN - 2019

STRATEGIC AIM 3: *Community Engagement*

- 1) Complete the Consultation process – rewrite the vision, mission and belief statements.
- 2) Continue to implement the Māori Action Plan
- 3) Continue to develop connections through Kahui Ako
- 4) Continue to improve the ways in which the school develops partnerships with the community

Action Required	Responsibility	Actual Outcomes
3.1 Complete the Consultation process – rewrite the vision, mission and belief statements. <ul style="list-style-type: none">• Collate results from discussions to develop mission, vision and belief statements• Present to community for comment.• Revise as necessary, present to community.• Meet with local iwi for input into final draft.	Tim Haggitt Board and staff	
3.2 Continue to implement the Māori Action Plan: <ul style="list-style-type: none">• Review / update and implement the Māori Action Plan	Julie / Lili Crockett.	
3.3 Continue to develop connections through Kahui Ako: <ul style="list-style-type: none">• Support our 'Within School Leader' in her role to implement best practice in Maths and Literacy• Attend hui / workshops organised through the Kahui Ako• Staff decide upon and work on a selected inquiry (as determined by identified needs of students) as part of their appraisal process.	Dominique / Julie All staff	
3.4 Continue to improve the ways in which the school communicates to the community: <ul style="list-style-type: none">• Decide on new logo for the school.• Conduct Board elections.• Engage in Salp project with the Leigh Marine Reserve / Lab / Discovery Centre / Leigh Dive.• Further develop the 'Garden to Table' concept (- refer also kitchen upgrade)	Rachel PTA / Board Awa Gillgren	



LEIGH SCHOOL ACTION PLAN - 2019

STRATEGIC AIM 4: *Improving our School Environment*

- 1) Continue to upgrade and improve the school environment
- 2) Refurbish the House of Learning.

Action Required	Responsibility	Actual Outcomes
<p>4.1 Continue to upgrade and improve the school environment</p> <ul style="list-style-type: none">● Upgrade school toilets● Replace shade sail at school entrance● Create art work for school entrance and other areas around the school● Develop area in front of new rooms as suggested by children in 2017 – tree hut● Continue to explore possibilities of turf on bottom field● Replace concrete, continue planting programme as necessary and extend court fence.	<p>All staff BOT - Property personnel - Peter B and Chris C. Marketer/Fund raiser – Kate S</p>	
<p>4.2 Refurbish the House of Learning.</p> <ul style="list-style-type: none">● Replace kitchen units● Carpet, paint and replace concertina doors in the House of Learning	<p>BOT - Property personnel - Peter B and Chris C.</p>	



LEIGH SCHOOL ACTION PLAN - 2019

The aims listed above relate primarily to Nags 1 and 2. For Nags 3 – 6 , it will be 'business as usual' – through following school policies and procedures, following review cycles and implementing the 10 Year Plan and 5 YA for property. Additional guidelines are as follows.....

NAG 3 - Personnel

- Staff professional development is to be directly linked to appraisal goals which are developed from curriculum targets and strategic goals.
- To seek, when employing staff, those who demonstrate a high level of knowledge and skills as they relate to the school's strategic goals.
- Non-teaching staff are to be appraised upon negotiated performance goals and against the indicators in their job descriptions.
- Appraisal systems will continue to be reviewed for effectiveness
- The Principal's appraisal will be carried out by Colin Andrews.
- Additional responsibilities for management unit holders will be included in job descriptions
- Leadership abilities will be developed in all staff so that they are able to mentor other staff.
- The Teaching as Inquiry / Spiral of Inquiry cycles will link to staff appraisal

Responsibility

Actual Outcomes

Julie /
Dominique

NAG 5 - Health and Safety

- Provide and promote a positive and safe physical and emotional environment for students and staff through adhering to, regularly reviewing and updating policy and procedure.

Tim H
Peter B



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<p>NAG 4 - Finance / Property</p> <ul style="list-style-type: none">• Ensure financial policies, systems and processes are sound and that the Board are informed on financial matters.• Complete the process for renewing the 5 Year Agreement and the 10 Year Property Plan.• Implement the 5 YA and the 10 YPP• Systematically manage and replace school assets - maintaining the Asset Register.• Allocate funds to reflect the priorities as stated in the Leigh School Charter.• Monitor and control the school's expenditure and ensure that the annual accounts are prepared and audited as required by the Public Finance Act 1989 and the Education Act 1989• Implement Health and Safety regulations as per 'The Health and Safety At Work Act 2015	<p>Responsibility Fay / Julie</p> <p>BOT</p> <p>Education Services Budget - Julie</p> <p>Tim H - H & S</p>	<p>Actual Outcomes .</p>
<p>NAG 6 - Administration</p> <ul style="list-style-type: none">• Comply in full with all legislation currently in force or that may be developed to ensure the safety of students and employees.	<p>Julie</p>	