



**Northland  
School**

Te Kura o Orangi Kaupapa

# Charter

**2011 - 2012**

Harbour View Road, Northland, Wellington  
[www.northland.school.nz](http://www.northland.school.nz)

## **Our Vision**

Children, parents and teachers, together create an environment which supports and encourages the development and learning of each student.

## **Our Values**

- A commitment to high standards of personal achievement
- Independent and self-motivated learning and thinking
- A commitment to working co-operatively
- Creativity and risk-taking
- The development of positive personal qualities
- Building relationships across the school
- A strong relationship with its community
- An inclusive and open atmosphere accepting of difference and valuing diversity
- A commitment to caring for the environment

## **Our Philosophy**

We aim to offer students the best learning opportunities available in a supportive and stimulating environment. Our child-centred programmes and traditions support an inclusive and open atmosphere, reflected in the mutual respect of students, teachers and community. We pride ourselves on being a family, community school. We see education as the responsibility of the team of children, parents and teachers and actively seek parental involvement in their children's education.

We believe that it is important to foster social and moral development as well as intellectual growth. With the children, we set standards and expectations and help them to learn about responsibilities and consequences. We encourage the children to give of their best effort so that they can be rewarded with success and personal satisfaction.

Northland School recognises the Treaty of Waitangi as a founding document of New Zealand and acknowledges the special status of the tangata whenua. The school aims to give practical effect to the Treaty as it implements the National Education Goals.

We value the views of the community, staff and students and consult with them regularly. We use these views to feed into our planning and development.

## **Description of the School**

Northland School was established in 1906 and is a state, co-educational full primary school, incorporating Years 0 – 8.

The school is situated on a terraced, asphalted site between Harbour View Road and Northland Road. There are fourteen classrooms, a purpose-built library and an office and administration area. The multi-level grounds with various play equipment provide a variety of areas for children to use. The school also has two tennis courts across Harbour View Road and uses Northland Park, a play area beyond the courts.

## **About Our Community**

Northland School is a decile 10 Wellington urban school for children from Years 1 to 8. Students are mainly Pakeha with an equal gender mix and are drawn from the Northland suburb, with families also located in surrounding suburbs. To avoid overcrowding Northland School operates an enrolment scheme. This scheme identifies a Home Zone from within which children

have an automatic right of enrolment at the school. The process for seeking enrolment from outside the Home Zone is outlined in the school's Enrolment Scheme.

Northland School is fortunate in having parents and caregivers with a wide range of skills which the school can call on. Parents and caregivers have a positive attitude to the school and readily participate and contribute to a wide range of school activities.

## **Community Consultation**

Northland School consults regularly with our parents and caregivers over matters which affect the education of the children. The consultation process includes strategic plans, school review and community satisfaction surveys and reporting to parents. The Board meets with members of the local Māori community and reports to them on the progress of Māori students as a group. The school has an elected student council which allows students some involvement in school decision-making.

## **Student Achievement Expectations**

Our expectations are that student achievement will result from the combined contributions of the students, teachers, parents and community.

With this in mind we:

- ❖ give all students the opportunity and encouragement to develop a wide range of academic, social, recreational and cultural skills and to extend the boundaries of their learning and thinking.
- ❖ expect that students will develop as self-motivated, independent learners and thinkers, who can work effectively in a co-operative team environment.

- ❖ recognise that students are individuals who learn at different rates and in different ways.
- ❖ expect our students to demonstrate on-going growth through all Learning Areas of the New Zealand Curriculum with a particular emphasis on Literacy and Numeracy especially in the first four years of schooling.

We have the following expectations for student achievement:

<b>Literacy</b>	For students to be reading at Orange level or above after one year at school.
	For Year 4 - 8 students to be reading at least one year above their chronological age by the end of the year.
	For Year 4 - 8 students to have mastered the appropriate Essential Spelling list for their age group by the end of the year.
	For students to have met the appropriate curriculum level in written language for their age group by the end of the year.
<b>Mathematics</b>	For Year 4 - 8 students to have mastered the appropriate Basic Facts standard for their age group by the end of the year.
	For Year 8 students to be working at the Advanced Proportional Part Whole Strategy (computation) of the Advanced Numeracy Project by the end of the year.
<b>Information Literacy</b>	For students to understand and apply at for their age level, the processes needed to search, retrieve, analyse and present information from a variety of sources.
	For children to utilise the library as an information centre.

*Northland School will forward a copy of the updated charter including student achievement targets to the Ministry of Education by the last day of February.*

# Strategic Plan – 2011 Action Plan

To meet the school's Student Achievement Expectations the Board, Staff and Community have identified the following objectives as part of the Strategic Plan.

<b>Curriculum Objectives</b>		
<ul style="list-style-type: none"> <li>• <i>To promote high standards of personal achievement for all students.</i></li> <li>• <i>To provide a comprehensive balanced curriculum which recognises NZ Curriculum requirements, gives priority to literacy and numeracy and the development of skills and tools for life-long learning.</i></li> <li>• <i>To monitor and report on student progress in ways that have a positive impact on learning and give clear, reliable and helpful information about their achievements.</i></li> </ul>		
<b>Curriculum Goals</b>	<b>Development</b>	<b>2011 Action Plan</b>
<ul style="list-style-type: none"> <li>• To raise the level of spelling achievement for a small group of identified students.</li> </ul>		<ul style="list-style-type: none"> <li>• Implement specific spelling programme to meet needs of identified students. Review progress at the end of each term.</li> <li>• Provide additional places for Reading Recovery.</li> <li>• Provide places for Lexia Programme.</li> </ul>
<ul style="list-style-type: none"> <li>• For students to utilise ICT as part of their learning.</li> </ul>		<ul style="list-style-type: none"> <li>• Implement Year 2 of current ICT strategic plan.</li> <li>• Provide support for individual staff in the use of ICT to support Teaching and Learning.</li> <li>• Provide support for three staff with the use of Interactive Whiteboards.</li> <li>• Student work from web team and media team included on school website.</li> </ul>
<ul style="list-style-type: none"> <li>• To gather relevant formative assessment data that assists decision-making at the individual, class and school level.</li> </ul>		<ul style="list-style-type: none"> <li>• Implement National Standards across the school. Provide additional support for staff when making Overall Teacher Judgments</li> <li>• Further revise assessment programme to meet reporting requirements for National Standards.</li> <li>• Analyse PAT/Info Skills and e-asTTle tasks for numeracy, writing and reading.</li> <li>• Undertake a major review of the teaching of numeracy.</li> <li>• Complete a minor review of Physical Education, Health and Technology.</li> <li>• Introduce new reading monitoring system for Years 1 to 3.</li> </ul>

<ul style="list-style-type: none"> <li>• To implement the recommendations of the 2010 Review of Reading.</li> </ul>	<ul style="list-style-type: none"> <li>• Literacy Circles and Reciprocal Reading programmes implemented in all classrooms.</li> <li>• Learning intentions shared at the start of lessons.</li> <li>• Teachers to observe colleagues teaching reading and to provide feedback.</li> <li>• Provide additional opportunities for professional development in the teaching of reading comprehension.</li> <li>• Provide specialist support and monitoring for students not meeting learning expectations.</li> </ul>
<ul style="list-style-type: none"> <li>• To report to parents on student progress in a way that provides useful and purposeful information and includes student progress towards meeting National Standards.</li> </ul>	<ul style="list-style-type: none"> <li>• Introduce new reporting programme to meet National Standards requirements.</li> <li>• Report to the Board twice a year on student progress towards meeting National Standards.</li> <li>• Use new assessment tools to report to parents on student progress eg e-asTTle, Progressive Achievement Tests, Reading Wedge graphs etc for individualised reporting.</li> <li>• Use information from Electronic Attendance Registers (EARs) to report on student attendance.</li> </ul>
<ul style="list-style-type: none"> <li>• To implement the recommendations from the 2009 ERO review.</li> </ul>	<ul style="list-style-type: none"> <li>• Develop a register of special needs students</li> <li>• Develop and monitor systems for on-going review of student progress at the Team level.</li> <li>• Enhance the leadership roles at the Team Leader and Associate Principal level.</li> </ul>
<ul style="list-style-type: none"> <li>• To raise Year 7 and 8 student achievement in Mathematics as identified in 2010 National Standards analysis.</li> </ul>	<ul style="list-style-type: none"> <li>• Provide additional professional development in the teaching of mathematics for Team 4 teachers.</li> <li>• Undertake schoolwide review of teaching of numeracy.</li> <li>• Analyse PAT mathematics and e-asTTle mathematics to identify areas for additional support.</li> <li>• Termly reviews of maths progress submitted to Board of Trustees</li> </ul>

### Personnel Objective

- *To promote a working environment where high standards of professionalism and team work are encouraged.*

Personnel Development Goals	2011 Action Plan
<ul style="list-style-type: none"> <li>• To implement the New Zealand Curriculum</li> </ul>	<ul style="list-style-type: none"> <li>• Trial Northland School Curriculum and adapt and amend where necessary.</li> <li>• Work alongside local schools to foster collegiality and collaboration as part of a Networked Learning Community. Extend the NLC to include other members of Senior Management Team.</li> <li>• Inquiry Learning a continued focus for professional development.</li> </ul>
<ul style="list-style-type: none"> <li>• To provide an on-going programme of staff development in ICT.</li> </ul>	<ul style="list-style-type: none"> <li>• Implement Year 2 of current ICT strategic plan.</li> <li>• Upgrade school wireless network.</li> <li>• Upgrade all computers and laptops to Windows 7.</li> </ul>
<ul style="list-style-type: none"> <li>• To improve student learning and achievement through Self Review processes.</li> </ul>	<ul style="list-style-type: none"> <li>• New leadership roles for Team Leaders and Associate Principals.</li> <li>• Team Meetings to focus on analysis of student achievement (Teaching as Inquiry).</li> </ul>
<ul style="list-style-type: none"> <li>• To attract and retain high calibre staff.</li> </ul>	<ul style="list-style-type: none"> <li>• Provide staff with appropriate environment and resources for teaching and non-teaching time.</li> <li>• Fund professional development both at the school and personal level that assists with the implementation programme for NZC and National Standards.</li> <li>• Provide additional funding to lower student/teacher ratios.</li> <li>• Conduct a staff satisfaction survey.</li> <li>• Complete the annual performance management programme.</li> </ul>
<ul style="list-style-type: none"> <li>• To enhance the delivery of Te Reo with the classroom programme.</li> </ul>	<ul style="list-style-type: none"> <li>• Provide a professional development programme for staff that utilises new Te Reo teaching resources.</li> </ul>



### Resource Management Objective

- *To plan and manage property development, enhancement and maintenance to ensure buildings, grounds and facilities are safe, supportive of learning and welcoming to students, staff and members of the community.*

Property Goals	2011 Action Plan
<ul style="list-style-type: none"> <li>• To maintain an up-to-date schedule of property maintenance and improvement.</li> <li>• To set an appropriate budget for property (maintenance &amp; capital works).</li> </ul>	<ul style="list-style-type: none"> <li>• Prepare a maintenance schedule and complete repairs as necessary.</li> <li>• Replace verandah roof above Rooms 1-3, install artificial surface on Junior grass area,</li> <li>• Implement Years 3 and 4 of 5YA</li> <li>• Assess painting needs for next 5 years.</li> <li>• Ensure the Property budget for 2011 is reported against at monthly Board meetings.</li> </ul>
Finance Goals	2011 Action Plan
<ul style="list-style-type: none"> <li>• To maintain sound financial management systems that support the school and future school communities.</li> </ul>	<ul style="list-style-type: none"> <li>• To manage school expenditure within budget.</li> <li>• To maintain reserve funds at a minimum of \$50,000.</li> </ul>
ICT Goals	2011 Action Plan
<ul style="list-style-type: none"> <li>• To implement the ICT Strategic Plan.</li> </ul>	<ul style="list-style-type: none"> <li>• Implement Year 2 of current ICT strategic plan.</li> </ul>

### Review Objective

- *To maintain a commitment to continuous improvement through on-going self-review of the school's performance in relation to our policies, curriculum plans, charter and changes in education practice.*

Review Goals	2011 Action Plan
<ul style="list-style-type: none"> <li>• To maintain a three year cycle of review of major areas of Board responsibilities.</li> </ul>	<ul style="list-style-type: none"> <li>• Set a schedule for policy review for the year.</li> </ul>
<ul style="list-style-type: none"> <li>• To maintain an annual curriculum review programme.</li> </ul>	<ul style="list-style-type: none"> <li>• Complete a major review of the teaching of Numeracy.</li> <li>• Complete a minor review of the provision of programmes in Physical Education and Health, and Technology.</li> </ul>
<ul style="list-style-type: none"> <li>• To review National Standards reporting practices for the first three years of schooling.</li> </ul>	<ul style="list-style-type: none"> <li>• Develop and trial a reporting programme at the 20 and 40; 60 and 80; and 100 and 120 week anniversary of a student starting school.</li> <li>• At the end of the year review effectiveness of this programme of reporting.</li> </ul>

### Community Objective

- *To promote an open and active partnership with parents and the wider school community that fosters shared values and encourages good communication.*

Community Goals	2011 Action Plan
<ul style="list-style-type: none"> <li>• To provide regular opportunities for consultation with the school community.</li> </ul>	<ul style="list-style-type: none"> <li>• Publish monthly BOT News.</li> <li>• Hold parent information evenings on NZ Curriculum.</li> <li>• Attend monthly community centre meetings.</li> <li>• Update community volunteers newsletter</li> </ul>
<ul style="list-style-type: none"> <li>• To upgrade the school website to enhance communication links with the school community.</li> </ul>	<ul style="list-style-type: none"> <li>• Allocate responsibilities for website upgrade</li> <li>• Develop action plan for website upgrade.</li> <li>• Complete relevance check of current material.</li> </ul>

### Treaty of Waitangi and Cultural Objectives

- *To develop policies and practices reflecting New Zealand's cultural diversity and the unique position of Māori culture. To ensure all reasonable steps are taken to provide instruction in Te Reo Māori and Tikanga Māori for full time students whose parents request it.*

Treaty of Waitangi & Cultural Goals	2011 Action Plan
<ul style="list-style-type: none"> <li>• To consolidate the relationship between the Board and the Northland School Māori community.</li> </ul>	<ul style="list-style-type: none"> <li>• Hold an annual meeting with parents of Māori students and the Board of Trustees to report on progress of student achievement.</li> <li>• Meet with whanau support group each term.</li> <li>• Provide learning opportunities in tikanga Māori and te reo Māori in every classroom.</li> <li>• Enhance the opportunities for kapa haka performance.</li> </ul>

## 2011 Target for Raising Student Achievement – Mathematics

<b>Strategic Outcome</b> <i>(the outcome the school is seeking to achieve)</i>	To raise student achievement in mathematics particularly for girls at Year 7 and 8.
<b>Objective</b> <i>(what will our outcome look like if we reach it)</i>	Specific teaching support programmes in mathematics will be provided to meet student needs. Teaching programmes will reflect effective pedagogy and will determine the type of programmes provided.
<b>Rationale</b> <i>(why is this important? How have we set the target?)</i>	At the end of 2010 a review of student achievement in relation to National Standards highlighted lower levels of achievement in mathematics particularly with for girls in Year 6 and 7 although there are some boys at lower levels as well. Staff had been aware of some of these students and their lower levels of mathematics achievement for some years and some additional support had been provided. Lower class numbers at the Year 7 and 8 level in 2011 provide the opportunity to change the way programmes are delivered to meet student need.

<b>Actions</b> <i>(what will the school do to achieve this objective?)</i>	<b>Timing</b> <i>(when will it be done by?)</i>	<b>Responsibility</b> <i>(who is involved / responsible?)</i>	<b>Resourcing</b> <i>(what resources are required for the objective to be met?)</i>
<ul style="list-style-type: none"> <li>An analysis of student achievement in mathematics for this cohort using data from 2010 National Standards and 2011 PAT Mathematics.</li> </ul>	<ul style="list-style-type: none"> <li>End of March</li> </ul>	<ul style="list-style-type: none"> <li>Team 4 Leader, Numeracy Leader and Principal to compile report</li> </ul>	<ul style="list-style-type: none"> <li>Team Leader meeting</li> </ul>
<ul style="list-style-type: none"> <li>Professional Development for teaching staff</li> </ul>	<ul style="list-style-type: none"> <li>Mid April, early Term 2</li> </ul>	<ul style="list-style-type: none"> <li>Numeracy Leader to organise</li> </ul>	<ul style="list-style-type: none"> <li>Course costs</li> </ul>
<ul style="list-style-type: none"> <li>Implement changes to teaching practice</li> </ul>	<ul style="list-style-type: none"> <li>Start of Term 2</li> </ul>	<ul style="list-style-type: none"> <li>Numeracy Leader and Team 4 Leader to supervise</li> </ul>	
<ul style="list-style-type: none"> <li>Review progress of identified students</li> </ul>	<ul style="list-style-type: none"> <li>Week 3 Term 3</li> </ul>	<ul style="list-style-type: none"> <li>Team Leader, Numeracy Leader</li> </ul>	<ul style="list-style-type: none"> <li>Team 4 Meeting</li> </ul>
<ul style="list-style-type: none"> <li>Undertake review of the teaching of numeracy as part of annual major curriculum review cycle</li> </ul>	<ul style="list-style-type: none"> <li>Term 3 – classroom observations</li> <li>Week 7, Term 4 final report</li> </ul>	<ul style="list-style-type: none"> <li>Classroom observations – Associate Principals</li> <li>Final Report - principal</li> </ul>	<ul style="list-style-type: none"> <li>Release time</li> </ul>
<ul style="list-style-type: none"> <li>Review of student achievement at this Year level based on e-asTTle data for similar schools in similar areas.</li> </ul>	<ul style="list-style-type: none"> <li>Week 4 Term 4</li> </ul>	<ul style="list-style-type: none"> <li>Principal</li> </ul>	
<ul style="list-style-type: none"> <li>Review progress of identified students</li> </ul>	<ul style="list-style-type: none"> <li>Week 6 Term 4</li> </ul>	<ul style="list-style-type: none"> <li>Class Teachers and Team 4 Leader</li> </ul>	
<ul style="list-style-type: none"> <li>Compile end of year report on the progress of identified students and report to Board of Trustees</li> </ul>	<ul style="list-style-type: none"> <li>Week 8 Term 4</li> </ul>	<ul style="list-style-type: none"> <li>Principal and Numeracy Leader</li> </ul>	

<b>Result</b> <i>(Achieved not achieved variance report)</i>	
<b>Recommendations</b> <i>(Where to from here?)</i>	

## Northland School Budget for the Year Ended 31 December 2011

### INCOME

#### \*\* GOVERNMENT GRANTS

##### \* MINISTRY OF EDUCATION

School Operating Grant -356,684

ESOL -600

Discretionary Ancillary Hours

Immunisation Programme -350

Interest -6,500

#### \*\* LOCAL FUNDS

##### \* FUNDRAISING

Fundraising General - 5,000

Fundraising - Corporate

EOTC Activity Fees -25,733

Donations - Other

Parent Donations -52,000

Fundraising - Specific Project

\* ACTIVITIES -10,123

**TOTAL INCOME** -456,990

### EXPENDITURE

#### \*\* ADMINISTRATION

\* COMMUNICATION EXPENSES 7,600

\* BOARD OF TRUSTEE EXPENSES 7,890

\* AUDIT COSTS 4,400

\* CONSUMABLES 28,500

\* STAFF EXPENSES 36,000

\* GENERAL 32,912

**TOTAL ADMINISTRATION** 117,302

**\*\* PROPERTY MAINTENANCE** 91,650

**\*\* DEPRECIATION** 40,000

#### \*\* LEARNING RESOURCES

\* STAFF DEVELOPMENT 18,800

\* LIBRARY (does not include books) 1,650

\* TEACHING RESOURCES 29,057

\* PERSONNEL 90,491

\* RTL 37,220

**\*\* SPORTS & ACTIVITIES** 38,528

**TOTAL LEARNING RESOURCES** 215,746

**TOTAL EXPENDITURE** 463,064

**NET SURPLUS/(DEFICIT)** -7823

**CAPITAL BUDGET** 51,300