

Roxburgh Area School



Charter

Roxburgh Area School

School Charter and Plan 2021 – 2023

“The future is not somewhere we are going, it is something we are creating”

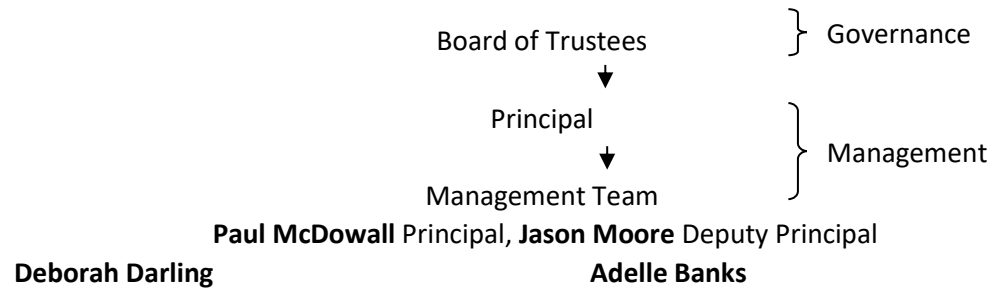
Kei a tatou te tikanga

<p>Our Mission – The School’s Purpose</p> <p>Our fundamental aim is to provide a quality education for our students and community in a caring environment. We also aim to:</p> <ol style="list-style-type: none">1) Recognise the individual needs of our students and encourage all students to develop to their full potential academically, socially, physically, culturally and emotionally2) Provide a healthy, caring learning environment3) Provide a balanced and wide ranging learning environment4) Provide a resource which enables programmes of continuing education and recreation for all people in the Teviot Valley5) Encourage open and honest communication between families and school and to foster widespread involvement of our community in the school. <p>Ensure that the appearance and image of the school and students reflect proudly on our community.</p>	<p>Our Vision for our students</p> <p>By providing an exciting and enthusiastic environment in our school, we aim to promote a love of learning where quality and excellence are valued; work is of the highest standard and higher order thinking skills and creativity are developed.</p> <p>Through self-motivation and self-evaluation everyone will take responsibility for their learning and behaviour, have respect for others and the commitment to make a positive difference to their communities.</p>	<p>Our Values RiPPeR</p> <p><i>Our values are the important qualities that we try to live by and show in the ways we ourselves go about our work and relationships with others in the school;</i></p> <p>Respect</p> <p>All members of the school community will be expected to show respect to themselves and others and their property. We will also respect human rights and differences and the environment. We will respect originality and uniqueness in ourselves and others.</p> <p>Integrity</p> <p>All members of the school community will relate to each other honourably and with fairness</p> <p>Personal Relationships</p> <p>All members of the school community will be expected to relate positively to other people by showing kindness and compassion. It is also expected that we will be empathetic and considerate. We will willingly contribute and participate in school and community activities.</p> <p>Personal Excellence</p> <p>All members of the school community will strive for excellence through self motivation, self management and perseverance. We will reflect on our work, show curiosity and be disciplined in our approach to our school work. We will have the courage to consistently aim high.</p> <p>Engagement</p> <p>All members of our school community will bring passion and curiosity to their learning.</p> <p>Responsibility</p> <p>All members of the school community are expected to be responsible for their own learning and behaviour. We will be honest and be aware of our duty to the community</p>
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Our People

The Students	The Staff (2021)		The Board of Trustees (2021)
<p>Rural students from the Teviot Valley ranging from 5 – 19 Year olds with the occasional adult student. They come from a wide range of family and socio-economic backgrounds. The school is predominantly bi-cultural averaging 70% Pakeha, 30% Maori and with a small but growing number of other ethnic groups.</p>	<p>Debbie Bradley Devon Steele Marrion Clark Bill Clarke Nicole Snell Megan Kitto Deborah Darling Adelle Banks Gill Forbes Mark Sincock Kylie Robb Alistair Monteath Nicola Bishop</p>	<p>Donna Cobban Tania Miller Paul McDowall Janette Peirce Jason Moore Maree Pullar Deepak Presad Bauro Kairaoi Ruth Longman Belinda Milmine Ali Roberts Deidre Perkins Alana Kairaoi Mat Pringle Jo Johnston</p>	<p>Colleen Buchan - Parent Rep - (Chair) Nardia Weeds - Parent rep Timea Welsh – Parent rep Vicki Richards- Parent rep Glen McDonald – Parent rep Georgia Buchan – Student rep Paul McDowall – Principal Deborah Darling – Staff rep</p>

Our Structure



Year 1-6

Area Focus
Learning the basic skills of reading, writing and numeracy forming the foundations for future learning.

Deborah Darling Yr 5/6
Megan Kitto Yr 3/4
Nicole Snell Yr 1/2, Reading Recovery
Janette Peirce Yr1/Ruth Longman NE
Ali Roberts – Teacher release
Alistair Monteath, Music
Nicola Bishop – Teacher aide
Kylie Robb– Teacher aide/Sports Coordinator
Jo Johnston – Teacher Aide/Arts coordinator

Year 7-10

Area Focus
Developing independent learning skills and preparing for NCEA.

Adelle Banks, Yr 7/8 FT, Technology
Tania Miller, Yr 9 FT Maths, Technology,ICT,
Maree Pullar, Y 11 FT, Science
Jason Moore, Maths
Donna Cobban, English,
Alana Kairaoi – PE, Science
Bauro Kairaoi Y10 FT, SS, PE/Health
Alistair Monteath, Music
Kylie Robb– – Sports Coordinator
Belinda Milmine – 7/8 FT, Art, SS Yr 7/8
Gill Forbes – Teacher aide
Matt Pringle – Teacher Aide
Paul McDowall – Maori

Year 11-13

Area Focus
Working towards gaining qualifications and making choices about future careers.

Donna Cobban – English. Y13FT
Deepak Presad, Y12 FT, E-Dean, Math
Tania Miller, Digital Technologies. Technology
Maree Pullar, Chemistry, Sci
Alistair Monteath, Music
Bill Clarke, Engineering
Gill Forbes –Teacher Aide
Bauro Kairaoi – PE/Health
Jason Moore – Maths
Kylie Robb– – Sports Coordinator
Adelle Banks – Careers
Alana Kairaoi – PE

Developing independent lifelong learners



Our Aims and Objectives

Area	Aims	Objectives
Curriculum Delivery	To stimulate every student's interest and enjoyment in learning and motivation to achieve their personal best, reflecting the special features of our school.	Each year the principal and staff will revise or confirm the school's curriculum in collaboration with the Board. The plan will include specific objectives for curriculum delivery, content, the maintenance of a safe learning environment and the provision of appropriate guidance and career information for senior students.
Curriculum Content	To provide programmes that are responsive to the needs of the time and consistent with the national curriculum, while emphasising basic skills of literacy and numeracy, effective communication, problem solving, critical and creative thinking, responsible decision making, and good citizenship.	
Student Progress and Achievement	To regularly monitor and report each student's progress, achievements and attitudes in ways that give dependable information about their strengths and weaknesses, enable shared communication and decision making between home and school about learning priorities and goals, and give feedback on the effectiveness and suitability of learning programmes	The school's curriculum plan will identify the purposes and key principles of assessing, recording and reporting on student progress and achievement.
Finance	To manage the school's finances to meet current priorities and longer term goals for the operation and development of our school, and to achieve the best possible conditions and resources for teaching and learning.	The board will prepare an annual budget to fund the school's curriculum, personnel, property and administration activities. The board will monitor and control income and expenditure throughout the year, and ensure the preparation, audit and publication of annual accounts.

Property	To provide safe, hygienic and well maintained facilities which are suited to the needs of teaching, learning and living, and to plan and make improvements that meet the needs of a progressive curriculum and modern learning environment	The board will comply with the conditions of any current asset management agreement, and prepare and implement an on-going plan of property maintenance and development, including provision for safety and hygiene.
Community Partnership	To encourage and welcome the interest, support and involvement of parents and the wider community in the life of our school and the well-being of our students, and to promote a school-community partnership which benefits from good two-way communications, co-operation, decision making and sharing of talents and resources. Gateway placements are an important aspect of this partnership. See appendix for more detail on the Gateway programme	The board will have a policy with objectives for achieving parent-community support and involvement. The policy will be reviewed and reported on regularly, and revised as the need arises.
Cultural Diversity	To foster understanding, appreciation and respect for traditional values of Roxburgh, and to promote equality of opportunity and good relationships among all cultures represented within our community. The Board will ensure that all reasonable steps are taken to provide instruction in tikanga Maori and te reo Maori for students whose parents request it.	The school's plans and policies will be developed and implemented in ways that are sensitive to the cultural backgrounds and values of individual children and their families. This includes recognition of the unique position of the Maori people and their culture. Culturally Responsive Plan
School Self-review	To regularly self-review the performance of the school in relation to this charter so that achievements can be recognised and priorities identified for school development and improvement.	The board will have an annual time plan for the ongoing review of its plans and policies, ensuring that each plan and policy defines the procedures for its review. Reports from reviews will form the basis for deciding priorities for school development and improvement.

Roxburgh Area School Strategic Plan 2021 - 2023

Our School

The governance, operation and review of the school.



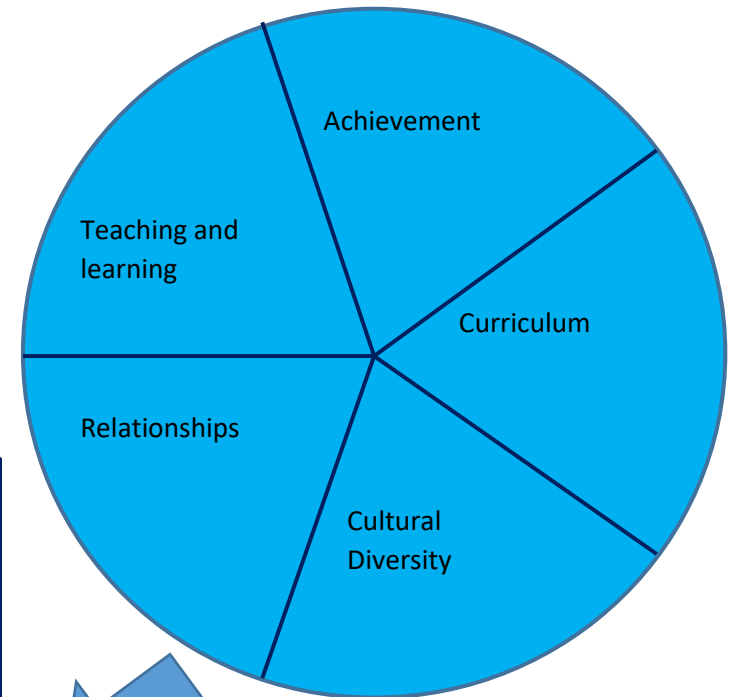
Student Outcomes

Students will have:

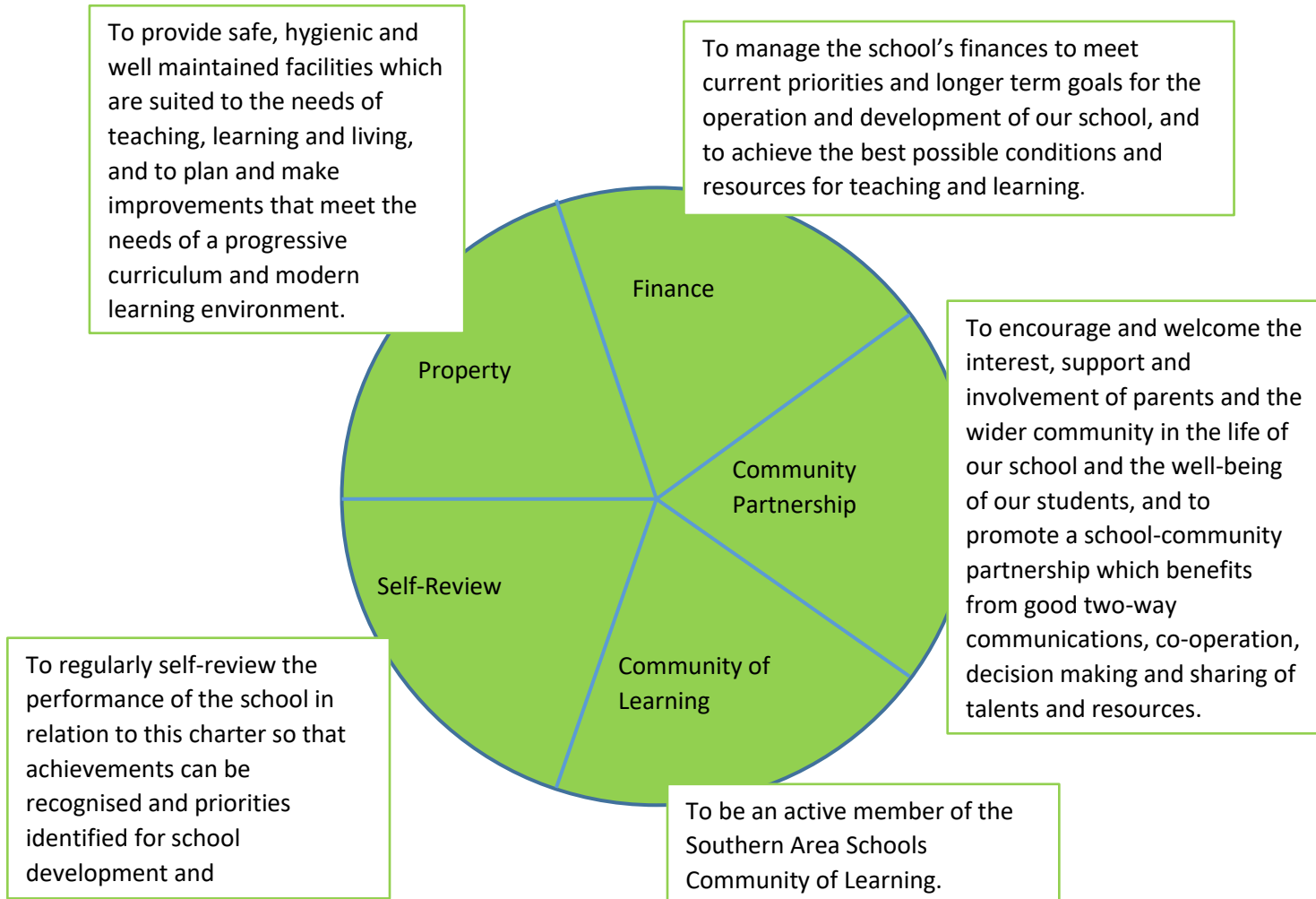
- Study/Employment options.
- Knowledge of future pathways through career advice.
- Minimum of NCEA Level 2.
- Independence.
- Self-Motivation.
- Confidence.
- Positive Relationships.
- Leadership Skills.
- Communication and Thinking Skills.
- Resilience.
- High work standard.
- Respect for others.

Our Learners

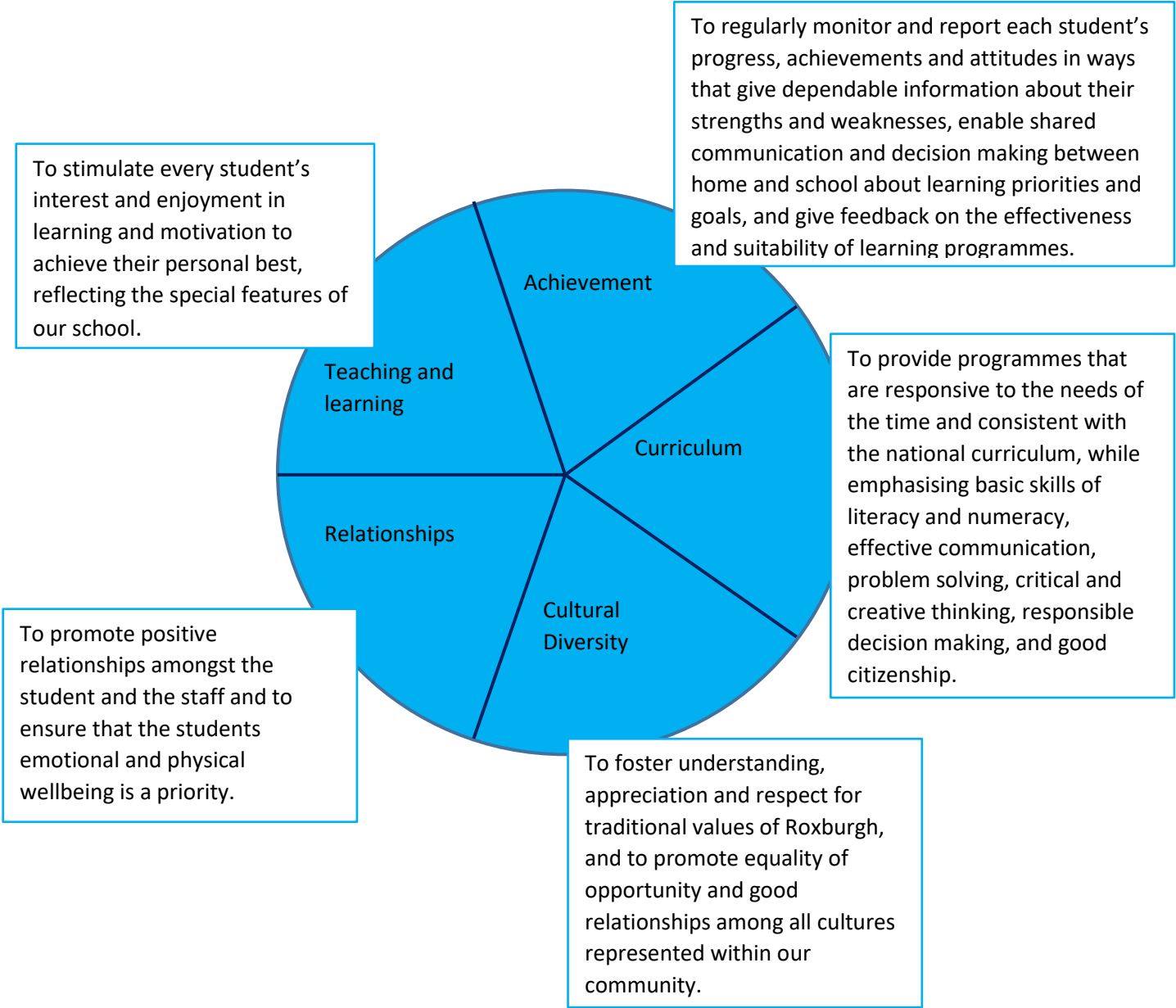
The academic, social, physical and emotional development of our students



Our School






Our Learners



Strategic Priorities

Our School




	Objective	2021	2022	2023
Finance	To manage the school's finances to meet current priorities and longer term goals for the operation and development of our school, and to achieve the best possible conditions and resources for teaching and learning	To run the school within the agreed budget.		
Property	To provide safe, hygienic and well maintained facilities which are suited to the needs of teaching, learning and living, and to plan and make improvements that meet the needs of a progressive curriculum and modern learning environment	To start the redevelopment of the junior school.		
Self-Review	To regularly self-review the performance of the school in relation to this charter so that achievements can be recognised and priorities identified for school	To continue regular policy reviews through the policy committee To review aspects of the school's operation To review the operation of the board		

	development and improvement			
Community Partnerships	To encourage and welcome the interest, support and involvement of parents and the wider community in the life of our school and the well-being of our students, and to promote a school-community partnership which benefits from good two-way communications, co-operation, decision making and sharing of talents and resources	To review our curriculum To continue work with the Whanau group		
Community of Learning	To be an active member of the Southern Area Schools Community of Learning.	To receive regular reports on the functioning of the CoL. To support Adelle in her role as in-school-teacher.		

Our Learners

	Objective	2021	2022	2023
Achievement	To regularly monitor and report each student’s progress, achievements and attitudes in ways that give dependable information about their strengths and weaknesses, enable shared communication and decision making between home and school about learning priorities and goals, and give feedback on the effectiveness and suitability of learning programmes.	<p>To have 85% of our students in Year 1-10 achieving at or above the relevant curriculum level.</p> <p>To have 85% of our students achieve NCEA level 2.</p> <p>To have 100% of our students leave school with NCEA Level 2 as a minimum.</p> <p>To continue to encourage our students to attain merit and excellent grades at all levels.</p>		
Teaching and Learning	To provide programmes that are responsive to the needs of the time and consistent with the national curriculum, while emphasising basic skills of literacy and numeracy, effective communication, problem solving, critical and creative thinking, responsible decision making, and good citizenship.	<p>To continue with our focus of imbedding an understanding of cultural diversity and to implement the Culturally Responsive Plan</p> <p>To support staff to complete their collaborative inquiries through the CoL.</p> <p>To continue to develop the new digital technologies section of</p>		



		the technology curriculum.		
Curriculum	To regularly self-review the performance of the school in relation to this charter so that achievements can be recognised and priorities identified for school development and improvement	<p>To have in place a system of regular curriculum reviews</p> <p>To have regular curriculum reports to the BoT</p>		
Cultural Diversity	To foster understanding, appreciation and respect for traditional values of Roxburgh, and to promote equality of opportunity and good relationships among all cultures represented within our community.	<p>To ensure that Maori students and students of other ethnicities will achieve at similar levels to European students.</p> <p>To implement the Culturally Responsive Plan</p>		
Relationships	To promote positive relationships amongst the student and the staff and to ensure that the students emotional and physical wellbeing is a priority.	To introduce the Tier 2 PB4L programme and assertive discipline		

Curriculum Reviews and Action Plans



Our School 2021 Strategic Evaluation

	Strategic Goal	People responsible	Budget	Report to	Evaluation
Finance	To run the school within the agreed budget	Paul, Devon, Colleen, Glen	NA	Board monthly	
Property	To start the redevelopment of the junior block.	Colleen, Mark, Paul, Vicki	NA	Board monthly plus Health and Safety	
Self-Review	To instigate regular policy reviews through the policy committee To have regular reports to the Board To instigate some emergent evaluations	Colleen, Deborah	NA		
Community Partnerships	To reengage with the Whanau group To review with the community about our cultural inclusiveness	Vicki, Paul			
Community of Learning	To receive regular reports on the functioning of the CoL	Paul	NA		

Our Learners 2021

Regular Evaluation

	Strategic Goal	People responsible	Budget	Report to	Evaluation
<p>Achievement</p>	<p>To have 85% of our students in Year 1-10 achieving at or above the relevant curriculum level. To focus specifically on writing. To have 85% of our students achieve NCEA level 2. To have 100% of our students leave school with NCEA Level 2 as a minimum. To continue to encourage our students to attain merit and excellent grades at all levels.</p>	<p>Senior Management team</p>	<p>NA</p>	<p>Board once a year</p>	<p>Analysis of variance</p>
<p>Teaching and Learning</p>	<p>To implement the Culturally Responsive Plan To support staff to complete their collaborative</p>	<p>Senior management team</p>	<p>NA</p>	<p>Board at end of year</p>	



	<p>inquiries through the CoL.</p> <p>To develop a professional growth cycle that supports staff to model high levels of teaching and professionalism.</p> <p>To develop a programme progression in digital technologies Year 7-10)</p>	Adelle			
Curriculum	<p>To have in place a system of regular curriculum reviews.</p> <p>To have regular curriculum reports to the BoT</p>	Senior management team + Curriculum leaders	NA	Board at end of year	
Cultural Diversity	<p>To ensure that Maori students and students of other ethnicities will achieve at similar levels to European students.</p>	Senior management team	NA	Board at end of year	
Relationships	<p>To introduce restorative practice</p>	PB4L teams		Board at end of year	

Self-Review Calendar 2021-2023

Our School

Our Learners

2021	Term 1	<p>Self-Review - Policy review – <i>Staff Appraisal, Property Maintenance.</i> <i>Charter/National Standards Data MOE(1 March)</i> <i>Curriculum: English report</i> Finance – <i>Draft budget approved (Feb)</i> <i>Accounts to auditor (end March)</i></p>	<p>Teaching and Learning – <i>Staff appraisals started</i> Curriculum: <i>English report</i></p>
	Term 2	<p>Self-Review – Policy review – <i>Personnel, Sports, Homework</i> <i>NCEA Review - Jason</i> <i>Curriculum: Technology</i></p>	<p>Curriculum: <i>Technology</i></p>
	Term 3	<p>Self-Review – Policy review – <i>EEO, Complaints, Smoking</i> <i>Curriculum: Special Needs</i></p>	<p>Curriculum: <i>Special Needs</i></p>
	Term 4	<p>Self-Review – Policy review – <i>EOTC, Budget monitoring and reporting, School car</i> <i>Curriculum: Arts</i> <i>Principals appraisal</i></p>	<p>Achievement: - Analysis of data against the curriculum levels Yrs 1-10 Curriculum: <i>Arts</i></p>

2022	Term 1	<p>Self-Review - Policy review – <i>Staff leave, Entertainment, Sensitive expenditure Charter/Analysis of Variance MOE(1 March)</i></p> <p>Finance – <i>Draft budget approved (Feb) Accounts to auditor (end March)</i></p> <p>Curriculum: Maths</p>	<p>Teaching and Learning – <i>Staff appraisals started.</i></p> <p>Achievement – <i>Curriculum levels report to the board Reading, Writing, Maths 2019</i></p> <p>Curriculum: Maths</p>
	Term 2	<p>Self-Review – Policy review – <i>Sexual harassment, Careers</i></p> <p><i>NCEA Review - Jason</i></p> <p>Curriculum: PE/Health</p>	Curriculum: PE/Health
	Term 3	<p>Self-Review – Policy review – <i>Special needs, Assessment, Reporting</i></p> <p>Curriculum: Social Sciences</p>	Curriculum: Social Sciences
	Term 4	<p>Self-Review – Policy review – <i>Treaty of Waitangi, Privacy of information, Surrender and Retention, Debit card</i></p> <p><i>Principals appraisal</i></p>	Achievement: - Analysis of data against the curriculum levels Yrs 1-10

2023	Term 1 Self-Review - Policy review – <i>Staff appointment, Financial management, Protected disclosures</i> <i>Charter/National Standards Data MOE(1 March)</i> Finance – <i>Draft budget approved (Feb)</i> <i>Accounts to auditor (end March)</i>	Teaching and Learning – <i>Staff appraisals started</i> Curriculum: Special Needs
	Term 2 Self-Review – Policy review – <i>Health and Safety</i> <i>NCEA Review - Jason</i> Curriculum: <i>Science</i>	Curriculum: Science
	Term 3 Self-Review – Policy review – <i>Parents in classroom, Discipline, Sexual and Physical abuse,</i>	Curriculum: Arts
	Term 4 Self-Review – Policy review – <i>Staff disciplinary, School closure, Child protection. Principals appraisal</i>	Achievement: - Analysis of data against the curriculum levels Yrs 1-10

Board Committees

Committee	Convener	Designated Members				
Appointments	Colleen Buchan	Whole Board				
Finance	Colleen Buchan	Paul McDowall	Devon Steel	Glen McDonald		
Health and Safety	Paul McDowall	Colleen Buchan	Mark Sincock	Georgia Buchan	Deborah Darling	
Property	Paul McDowall		Mark Sincock	Deborah Darling	Vicki Richards	
Uniform	Vicki Richards	Colleen Buchan	Paul McDowall	Georgia Buchan	Deborah Darling	Timea Welsh
Self-Reviews and Policies	Colleen Buchan	Deborah Darling	Timea Welsh			
Discipline	Colleen Buchan	Whole Board				
Swimming Pool Gen	Vicki Richards	Paul McDowall				
Swimming Pool Up	Vicki Richards	Paul McDowall				
EEO Officer	Deborah Darling					

CHARTER UNDERTAKING

In accordance with Section 64 of the Education Act, the Roxburgh Area School Board of Trustees undertakes to take all reasonable steps to achieve the purpose, aims and objectives in this charter which have been approved by the board following consultation with the community in terms of Sections 61 and 63 of the Education Act, and to take full account of the National Education Guidelines and all statutory obligations.

The Board of Trustees accepted this charge as its undertaking to the Minister of Education on 20

This charter was submitted to the Ministry of Education for the Ministers approval on 20

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Chairperson, Board of Trustees

Date

For Minister of Education

Date