

Nag 1—Curriculum

Attendance

- Review attendance each term.
- Act on regular/condoned absences.
- Continue incentives for children to achieve full attendance.
- Use curriculum to develop programmes and activities that engage children.
- Practice shared school values and commitment to ideas and theory of Angus Macfarlane.

Engagement

- Develop pedagogy and programmes that engage children.
- Actively and consciously build relationships with children.
- Develop themes that allow local people to become involved and our immediate environment to be used as a context for learning.
- Maintain and update ICT equipment. Purchase IAW's for Rooms 3 & 7.
- Continue to update resources throughout the school.
- Participate in local sports and cultural days.
- Seek opportunities for children to attend visiting shows etc.
- Fun Friday to Focused Friday incorporating Education for Sustainability.
- Incorporate Tikanga Maori and Te Reo into classroom programmes where appropriate—sustain Kapa Haka.
- Increase parental involvement—encourage parent helpers, invitations for special days.

Achievement

- Literacy Professional Development.
- Continue and strengthen school wide spelling programme.
- Inculcate FMS programme.
- Consistent Literacy and Numeracy time across school.
- Continue using SMS to allow for improved, and targeted, assessment recording.
- Use assessment schedule to assist the use of assessment data both formatively and summatively.
- Increase opportunities for celebrating success.
- Continue extra assistance groups.
- Continue to include 'high performers component' in Learning goals.
- Continue special abilities group.
- Provide opportunities for sporting and cultural involvement key focus.—school production

Nag 2—Reporting and Review

- Complete Board self review at the end of the year.
- Continue special groups review programme.
- Review policies as per review cycle.
- Review and consolidate policy folders.
- Continue teachers term reviews, year reviews.
- Use newsletter to make public school wide goals and progress towards same.
- Report formally to community about progress towards school wide goals.



Kaeo Primary School 2011 Operations Plan

Nag 5—Health and Safety

- Review and maintain hazards check systems.
- Emergency drills each term.
- Sun safe policy adhered to.
- Maintain and refine behaviour plan.
- Inculcate value words.
- Ensure that the laws of natural justice are maintained and embraced

Nag 6—Legislation

- Attendance correctly recorded.
- BOT meet all legal requirements.
- Open school required number of half days.
- Complete reporting to Ministry in an accurate and timely manner.
- Meet requirements of National Standards recording/reporting.

Nag 3—Personnel

- Complete staff appraisals in a timely and formative manner.
- Set school wide goals in Term 1 using educational goals as base.
- External appraisal for Principal.
- Principal as SENCO.
- Teacher Aides utilised to provide ORRS and Literacy/Numeracy support.
- Continue Literacy PD—focus Oral language.
- Review Staff Appraisal document.

NAG 4—Finance and Property.

Finance

- Allocate budget areas to identified key learning areas.
- Allocate adequate funds for identified Professional Development.
- Undertake 10YPP requirements.
- Allocate staffing to assist towards achieving educational goals.
- Review Asset register
- Prepare next years budget.

Property

- Ongoing regular maintenance.
- Re roof of Hall.
- Electrical upgrade.