

Holy Family School, Porirua



Annual Plan 2020



“Every learner has the right to a safe, healthy and supportive learning environment, where they are accepted and respected. They deserve an education that values their identity, language and culture, and those of their family and whānau.”

Board of Trustees Chairperson: John Lafaele

Principal: Suzanne Goodin

Submitted: 1 March 2020



MAFANA

OPTIMUM

MANA

GRIT

ICAN

T = Time \$ = Money PD = Professional Development C = Communication

Strategic Goal: Whānau, School, Church and Community actively work together with a focus on learning and holistic growth.

Annual Goal: Holy Family School will maintain the high standards of achievement, behaviour and conduct that we expect with an increased focus on leadership in 2020. Therefore Holy Family School to be the school of choice for Catholic Families in Porirua East

Focus:

1. Ensure a faith-based curriculum.
2. Ensure our school values and phenomenals are to the fore across the school and in every classroom.
3. The So’otaga Programme is key to making whanāu connections.
4. Working with ECE providers.
5. Provide leadership opportunities in 2020.
6. Student voice in classroom programmes.

Baseline Data from 2019: Me and My School Survey from NZCER

strength area to improve	Year 4	Year 5	Year 6
I look forward to coming to school	100%	78%	91%
My teachers help me learn	100%	97%	100%
I enjoy learning	100%	91%	100%
My culture is valued	90%	91%	100%
It’s easy to talk about school work with my teachers	71%	48%	78%
I do as little work as I can	61%	45%	72%
I find it easy to concentrate in class	64%	51%	78%
I often feel bored	36%	57%	34%

Actions	Resource	Timeframe	Who
<ul style="list-style-type: none"> • Ensure a long term plan covers all aspects of the Catholic Curriculum. • Provide professional development for all teaching staff. • Make purposeful links with the parish community. • Classes to attend Mass once a term. 	T PD	All year	DRS Principal Parish
<ul style="list-style-type: none"> • Set up a display in the office, a new phenomenal each month, Award certificates for this in assembly. • Posters of each value and phenomenal are in each room and around the school. • Talk to students about each of our values, make them real and 'live them.' 	T \$	All year	So'otaga Principal All staff
<ul style="list-style-type: none"> • Continue to resource the So'otaga Programme. • Support the So'otaga Programme to reach as many families as we can. • Ensure that the school; office and people are welcoming. • Provide multiple opportunities for whānau and school to interact. 	\$ C	All year	All of our community
<ul style="list-style-type: none"> • Revamp our Tama IkiIki programme. • Ohana teachers to be the first port of call for new 5 Year olds and their families. • Ensure that regular welcome to school assemblies are held. 	T \$	All year	NE staff Senior buddy students
<ul style="list-style-type: none"> • Encourage all students to be role models. • Senior students to be buddies in the Tama IkiIki programme. • Senior students to be active in the running of the school: as monitors etc 	T	All year	Village staff All staff
<ul style="list-style-type: none"> • Survey student interest in classroom programmes. • Discuss as a staff how to relate to students, ensure students see you as approachable. • Make the learning conferences student led, ensure students are confident to discuss their learning and progress. • Look at our classrooms, are they catering to all learning needs and providing a supportive environment within all classroom spaces. 	C T PD \$	T1 All year	All staff

<u>Strategic Goal:</u> All children are able to succeed, through the New Zealand Curriculum, and holistically.	
<u>Annual Goal:</u> Continue to develop a culture at Holy Family School where students are stretched by innovative staff to access rich resources in academic, sport, arts and cultural activities.	Focus: <ol style="list-style-type: none"> 1. Use the phemonimals to provide support for students wellbeing, both physically and emotionally. 2. Monitoring and reporting protocols to be schoolwide. 3. Continue to provide professional development for all staff in the wider curriculum. 4. Use a robust Teacher Appraisal Process. 5. Provide a variety of programmes
Baseline Data from 2019: Target groups in 2020 will be in mathematics. We will use the PAT test for Year 3, 4, 5, 6 and the JAM testing for Year 1 and 2.	

Actions	Resource	Timeframe	Who
<ul style="list-style-type: none"> • The Phemonimals are clearly displayed in classrooms. • We ensure that teachers are using the language of the Phemonimals to support and encourage students in their interactions with each other, and in all of our programmes: physical, emotional and academic. 	T	All year	All staff
<ul style="list-style-type: none"> • Teachers have a strong process for identifying where a child is, the progress they are making and support they may need from home or other programmes. • The school diary is used for school communication and to reinforce positive behaviours. • Reporting to parents is to be clear, purposeful and whānau feel they are a vital part of the process. 	PD T \$	All year	All teaching staff

<ul style="list-style-type: none"> Internal expertise amongst staff is used, acknowledged and forms the basis of our Professional Development. When staff have external PD we ensure that the knowledge is brought back to the rest of the staff. 	PD \$ T C	All year	All staff
<ul style="list-style-type: none"> Our Code, Our Standards is basis of all our documentation. The Code of Ethics for staff of NZ Catholic Schools is included in our appraisal documentation and process. Ensure that the appraisal process is clear. Make time for staff to complete criteria. Regular feedback is given to staff by each other and the Principal. 	T C	All year	All staff
<ul style="list-style-type: none"> Teacher Aide programmes are monitored by assessment and overseen by the SENCO, in conjunction with the Principal. 	T C	All year	SENCO Principal

Strategic Goal: Holy Family School will be part of the Porirua East Group (PEG) Kāhui Ako	
Annual Goal: For Holy Family School to participate fully in all Kāhui	Focus:

Ako related activities.	<ol style="list-style-type: none"> 1. Appoint a Within School Leader. 2. Build aspects of VAI (voice, action and identity) into the school. 3. Participate in professional development and cluster meetings where appropriate. 4. Ensure all staff are informed regarding the Kāhui Ako.
While the school was a part of the Kāhui Ako in 2019, staff did not attend any of the regular PD sessions nor was information passed on regarding the options available to be a part of the group. Staff did not feel involved, informed or as though they 'belonged'.	

Actions	Resource	Timeframe	Who
<ul style="list-style-type: none"> • Role description written. Appointment made in conjunction with the Kahui Ako Leaders • Support available for the appointed person. • Within the School Leader to attend cluster meetings and share information with the staff. 	T	By the end of February	Kāhui Ako Leaders Principal Appointee
<ul style="list-style-type: none"> • Discuss the Graduate Profile developed by the Kāhui Ako. • Decide how the Profile is and can be relevant for Holy Family School. 	T	By the end of Term One	All staff (assistance from Kāhui Ako)
<ul style="list-style-type: none"> • Ensure all staff are aware of available professional development. • If staff attend the PD, then knowledge is shared when staff return to school. • Staff are encouraged and supported to attend cluster meetings. 	C	All year	All staff
<ul style="list-style-type: none"> • Communication from the Kāhui Ako is the responsibility of the Principal and the Within School leader. • Including Kāhui Ako as a regular topic in staff meetings. 	T C	All year	Appointee Principal