

**Toko School Annual Plan
and Learning Target
2012 SECTION 3**

Goal 1: To review school policies in line with the Policy Review Overview and to ensure a smooth transition for the newly elected Board of Trustees.

- Objectives:
- 1.1 Chairpersons of the BoT sub committees will monitor the overview and include in ongoing sub committee review process.
 - a. Term 1: National Administration Guideline (NAG) 6: Legislation
 - b. Term 2: National Administration Guideline (NAG) 2: Property
 - c. Term 3: National Administration Guideline (NAG) 3: Personnel
 - d. Term 4: National Administration Guideline (NAG) 1: Curriculum - Learning & Teaching
 - 1.2 To ensure timely, targeted development opportunities are available to the newly elected Board of Trustees.

Goal 2: To implement the 5 Year Property Plan as per agreement with the Ministry of Education

- Objectives:
- 2.1 To carry out planned projects listed for 2012 in the 10 Year Property Plan.

Goal 3: To build on the positive relationships already developed with our school whanau.

- Objectives:
- 3.1 Continue to familiarise staff with Ministry of education resources - Ka Hikitia and Tataiako.
 - 3.2 To use a variety of ways to engage parents/whanau regularly and involve them in students learning.
 - 3.3 To continue our involvement in the Te Reo Maori cluster.
 - 3.4 To survey all children in Term 2: *Enjoying the Playground: Feeling Safe at Our School*.

Goal 4: To continue to support and further develop teachers integration of Information Technologies into their classroom practice to enhance student learning and student engagement.

- Objectives:
- 4.1 To continue with Whiteboard Wednesdays and develop further ICT learning communities across our school and with our NITS cluster schools.
 - 4.2 To upgrade to Assembly Student Management System
 - 4.3 To continue participation in the *Ultrinet Implementation Programme* - Learning Management Systems (LMS).
 - 4.4 To ensure our website remains current.
 - 4.5 To investigate and experiment with setting up news broadcasts using multi-media in assemblies each week.

Goal 5: To continue to implement, revise and review the Toko School Curriculum Framework

- Objective:
- 5.1 To embed a shared understanding of the Toko School Learning Stars and how they link in with the Key Competencies.
 - 5.2 To participate in the Enviro Schools Programme
 - 5.3 To review the Inquiry Process used in classrooms.
 - 5.4 To review the Arts section of the Toko School Curriculum Framework.

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Goal 6: To continue to refine school wide assessment practices

- Objectives:
- 6.1 To further develop teachers' reflective and evaluative practices by highlighting the link between teacher pedagogy and student learning through the use of teacher reflective action – *Teaching as Inquiry*.
 - 6.2 To review and revise the *Learning Journey* reporting process for Years 1 – 3.
 - 6.3 To embed the Registered Teachers Criteria into the appraisal process
 - 6.4 To implement and introduce Learning Journey Portfolios.
 - 6.5 Align worthwhile, useful, valid assessment with national expectations.



Goal 7: To ensure success in Mathematics, with a clear focus on Numeracy at Year 1 – 4 and widening the focus to include other Math strands from Years 5- 8.

- Objectives:
- 7.1 To support teachers' pedagogy to enhance learning outcomes for children.
 - 7.2 To review levels of student achievement, identify target groups; establish agreed targets and through deliberate acts of teaching pick up the pace of mathematics achievement for those identified
 - 7.3 To administer NZCER Math's Test to Years 4-8 in Term 4 2011. The data will be used to inform targets and "next steps" teaching.

Goal 8: To ensure success in Literacy and Oracy for all our children through supporting reflective practice.



- Objectives:
- 8.1 To review levels of student achievement, identify target groups; establish agreed targets and through deliberate acts of teaching pick up the pace of literacy achievement for those identified; and
 - 8.2 To sustain and build on the shared understandings developed in 2011 around school wide moderation and continue with fortnightly moderation sessions.
 - 8.3 To continue to enter into the New Zealand Speech Board Competition – Years 3 – 8.

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ACTION	LINK TO STRATEGIC PLAN	EXPECTED OUTCOME	WHO	OUTCOME / ANALYSIS
Goal 1: To review school policies in line with the Policy Review Overview and to ensure a smooth transition for the newly elected Board of Trustees.				
1.1 Chairpersons of the BoT sub committees will monitor the overview and include in ongoing sub committee review process. a. Term 1: National Administration Guideline (NAG) 6: Legislation b. Term 2: National Administration Guideline (NAG) 2: Property c. Term 3: National Administration Guideline (NAG) 3: Personnel d. Term 4: National Administration Guideline (NAG) 1: Curriculum - Learning & Teaching	 <i>Board, Principal and or teachers regularly review current methods, programs and beliefs.</i>	To keep within review guidelines.	BoT Principal	
1.2 To ensure timely, targeted development opportunities are available to the newly elected Board of Trustees.		BoT members are given the opportunity to learn more about their role as BoT members	BoT Principal	
Goal 2: To implement the 5 Year Property Plan as per agreement with the Ministry of Education				
2.1 To carry out planned projects listed in the 2012 in the 10 Year Property Plan.	 <i>Maintain a collegial, hardworking attractive and organised environment</i>	To complete projects as identified.	BoT Principal	

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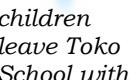
**Goal 3:
To build on the positive relationships already developed with our school whanau.**

<p>3.1 Continue to familiarise staff with Ministry of education resources - Ka Hikitia and Tataiako.</p>	 <p>Invite parents into school regularly to share children's achievement and progress, concerns and success.</p>	<p>To ensure that the SENCO maintains a register of our Maori students and meets with classroom teachers regularly to monitor progress.</p>	<p>Principal/ Megan</p>	
<p>3.2 To use a variety of ways to engage parents/whanau regularly and involve them in students learning.</p>	<p>Invite parents into school regularly to share children's achievement and progress, concerns and success.</p>	<p>Parents feel informed about their children's learning and have many opportunities to take part in what their children are doing at school. Hold a Grandparents Day in Week 9 of Term 2.</p>	<p>Principal Deputy Principal</p>	
<p>3.3 To continue our involvement in the Te Reo Maori cluster.</p>	<p>Invite parents into school regularly to share children's achievement and progress, concerns and success.</p>	<p>Lead teacher to attend network meetings and feed back to staff.</p>	<p>Megan</p>	
<p>3.4 To survey all children in Term 2: <i>Enjoying the Playground: Feeling Safe at Our School.</i></p>	 <p>Include Maori perspectives to enrich learning where possible.</p>	<p>Principal to carry out the survey previously administered in 2010. Target: 100% of children will Feel Safe at Toko School.</p>	<p>Principal</p>	





**Goal 4:
To continue to support and further develop teachers integration of Information Technologies into their classroom practice to enhance student learning and student engagement.**

<p>4.1 To continue with Whiteboard Wednesdays and develop further ICT learning communities across our school and with our NITS cluster schools.</p>	 <p>Ensure a variety of tools are used to support the</p>	<p>Teachers will feel confident using the interactive whiteboard as a tool in their classrooms. Children will be hands on with this technology as well.</p>	<p>Staff</p>	
<p>4.2 To upgrade to Assembly Student Management System</p>	<p>Ensure a variety of tools are used to support the</p>	<p>Administration staff and teaching staff will use Assembly for administration and assessment tasks.</p>	<p>Staff</p>	

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4.3 To continue participation in the <i>Ultraneet Implementation Programme</i> - Learning Management Systems (LMS).	<i>learning programme.</i> 	To complete the implementation programme as set out in the supply agreement.	Staff	
4.4 To ensure our website remains current.	 <i>Ensure children leave Toko School with a strength in the use and application of ICT</i>	Our school community and beyond will use the website as a reference point for school related matters.	Principal Students	
4.5 To investigate and experiment with setting up news broadcasts using multi-media in assemblies each week.	 <i>Ensure children leave Toko School with a strength in the use and application of ICT</i>	Children will participate in and learn how to plan and broadcast news to the rest of the school.	Principal Students	

**Goal 5:
To continue to implement, revise and review the Toko School Curriculum Framework**


5.1 To embed a shared understanding of the Toko School Learning Stars and how they link in with the Key Competencies.		Parents, teachers and students have a good understanding of what each star means at Toko School.	Staff	
5.2 To participate in the Enviro Schools Programme	 <i>Provide environmental education.</i>	To implement both the intent of the memorandum and our action plan.	Staff	
5.3 To review the Inquiry Process used in classrooms.		Review current practice. Key focus question is <i>How effective are teachers at teaching this across the curriculum and how do we ensure we have a shared understanding?</i>	Principal	
5.4 To review the Arts section of the Toko School Curriculum Framework.	 <i>Board, Principal and or teachers regularly review current methods, programs and beliefs</i>	Review current practice and update as required after consultation with staff.	Principal Megan	

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**Goal 6:
To continue to refine school wide assessment practices**

6.1 To further develop teachers' reflective and evaluative practices by highlighting the link between teacher pedagogy and student learning through the use of teacher reflective action – <i>Teaching as Inquiry</i> .	 Ensure teachers are supported to meet the learning needs of the Toko Learning Star	Teachers will feel confident putting pen to paper and articulating their thoughts about their teaching and students learning.	Staff	
6.2 To review and revise the <i>Learning Journey</i> reporting process for Years 1 – 3.		All Learning Journeys will be created on Assembly	Staff	
6.3 To embed the Registered Teachers Criteria into the appraisal process.		The Registered Teachers Criteria will be implemented and understood by all teaching staff.	Staff	
6.4 To implement and introduce Learning Journey Portfolios.		Parents will be provided with samples of their children's work on a regular basis to inform them of progress and next steps learning.	Staff	
6.5 Align worthwhile, useful, valid assessment with national expectations.		Teachers will bring together all assessment data to form an OTJ about where children sit within National Expectations.		

**Goal 7:
To ensure success in Mathematics, with a clear focus on Numeracy at Year 1 – 4 and widening the focus to include other Math strands from Years 5- 8.**

7.1 To support teachers' pedagogy to enhance learning outcomes for children.	 Focus on what is most important within the primary school: that is children's success in literacy, numeracy,	Teachers will have a good understanding of all Numeracy Documents to support their teaching. Jan Dew Numeracy Advisor will work with all staff during term 1.	Staff	
7.2 To review levels of student achievement, identify target groups; establish agreed targets and through deliberate acts of teaching pick up the pace of mathematics achievement for those identified		Selected groups of students will be monitored and learning progress tracked and reviewed.	Staff	
7.3 To administer NZCER Math's Test to Years 4-8 in Term 4 2011. The data will be used to inform targets and "next steps" teaching.		Data from this assessment will be used to inform next steps teaching and to assist in developing an OTJ.	Maree Shannon	

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	oratory and inquiry.			
Goal 8: To ensure success in Literacy and Oracy for all our children through supporting reflective practice.				
8.1 To review levels of student achievement, identify target groups; establish agreed targets and through deliberate acts of teaching pick up the pace of literacy achievement for those identified; and		Selected groups of students will be monitored and learning progress tracked and reviewed. Full participation by all staff in the NITS Cluster.		
8.2 To sustain and build on the shared understandings developed in 2011 around school wide moderation and continue with fortnightly moderation sessions.	<i>Focus on what is most important within the primary school: that is children's success in literacy, numeracy, oratory and inquiry.</i>	Teachers will feel confident moderating student work across the school and will share views based from an informed knowledge base.		
8.4 To continue to enter into the New Zealand Speech Board Competition – Years 3 – 8.		All children will participate in the Speech Board Competition with success.		

Learning Target: To increase children's motivation to write.

Year 3: To move 70% (5) children who are at the standard to above the standard.

Year 5: To move 60% (6) children who are at the standard to above the standard.

Year 7: To move 50% (2) children who are at well and just below the standard to at the standard.

Year 8: To move 60% (3) children who are at well and just below the standard to at the standard.

