



**Weaving our future together
through faith, respect and success**

St Canice's School Charter 2017 to 2019

Hutia te rito o te harakeke,
Kei whea te kōmako e kō?
Kī mai ki ahau;
He aha te mea nui o te Ao?
Māku e kī atu,
he tāngata, he tāngata, he tāngata



St Canice's School Charter 2017 to 2019

People
Faith
Respect
Success

Weaving our future together through faith, respect and success

People

- Care for ourselves
- Care for others

Respect

- In our learning
- For others
- Our History
- For our environment

Faith

- In our Catholic beliefs
- In ourselves
- In others

Success

- In our learning
- Accepting challenges
- In our sport
- In our relationships

Hutia te rito o te harakeke,
Kei whea te kōmako e kō?
Kī mai ki ahau;
He aha te mea nui o te Ao?
Māku e kī atu,
he tāngata, he tāngata, he tāngata

*"If the heart of Harakeke was removed, where will the bellbird sing
If I was asked, what was the most important thing in the world?
I would be compelled to reply, it is people, it is people, it is people*

St Canice's symbolises our approach to educating our children using the harakeke.

Weaving the leaves of the Harakeke makes a Kite. Our leaves are our Catholic faith, our cultural diversity, our unique environment and history and the New Zealand Curriculum to enable our children to have a life full of respect, faith and success. To grow our harakeke for our kite the plant must be nurtured.

Just like the Harakeke, the children are the rito. The parents, teachers, parish and community are the protective leaves around them with our ancestors and traditions encompassing all of us. Our Catholic Faith is the nutrients that keeps our Harakeke alive and vibrant.

National Priorities

The school will determine its priorities by focusing on the following:

- Providing a safe physical and emotional environment for students.
- Providing opportunity for success in all learning areas, key competencies and values of the New Zealand Curriculum.
- Providing effective programmes for Numeracy and Literacy.
- Implementation of the National Standards through the use of moderated teacher judgements.
- Developing a range of assessment and evidence gathering practices that provide sufficiently comprehensive data to evaluate the progress and achievement of students.
- Improving the achievement of Maori and Pasifika students.
- Identify gifted and talented students and provide programmes to meet their needs.
- Reporting to students and parents on achievement of individual students and to the community on achievement of students as a whole and groups of students.
- Reporting will include progress towards and against the National Standards.
- Ensuring that special needs students are welcomed, well catered for and included as much as possible.

Our Priorities and Goals

We have Four Goals for future success and development as a school community

1. Provide leadership to enable parents, teachers and children to grow in faith.
2. Demonstrate respect for ourselves, others and the environment.
3. Develop a shared vision of success.
4. Develop best quality teaching and learning.

Through these Goals we hope to have a community where:

- Parents are informed and participate in their child's religious education.
- Children effectively live their faith.
- All members of our community have respect for themselves and others.
- All members of our community know their strengths and they are celebrated.
- There are positive interactions between all members of our community.
- We have a visually attractive and exciting environment.
- There is increased use of our local environment.
- There is continuing participation in parent/ student/ teacher conferences.
- Parents have a clear understanding of current teaching practices and curriculum.
- Professional Learning Development and appropriate resources are provided.
- There is a school wide collaborative approach to inquiry learning.
- We have a relevant and unique curriculum.
- All students have access to appropriate Information and Communication Technologies and they are used in a way that results in improved success.
- Our National Standards results reflect the Buller CoLs Achievement Aims of: 83% of all students achieve At or Above in Mathematics by 2018, 72% of all male students achieve At or Above in Writing by 2018.

Cultural Diversity

When developing policies and practices for St Canice's every endeavour will be made to reflect New Zealand's cultural diversity including the unique position of Maori.

Regular consultation (at least annually) will take place with our Maori community and they will be kept informed of Maori achievement. St Canice's, as appropriate to its community, will develop procedures and practices that reflect New Zealand's cultural diversity and the unique position of Maori culture.

Governance and Management

The St Canice's School Board of Trustees is committed to fulfilling the requirements of the National Education Goals and administering the school according to the National Administration Guidelines.

The Board emphasises strategic leadership and has a clear distinction of Board and staff roles. It concentrates on the future and is proactive.

Under the Education Act 1989 Section 75 and 76 – the Board accepts its legal responsibility and discretion to control the management of the school as it sees fit.

Under s.76 - the Principal is the chief executive in relation to the school's control and management and realises that following the direction of the Board, has complete discretion to manage the day to day organisation as he sees fit.

The Board delegates all authority for the day to day operation of the school to the Principal

POLICY ORGANISATION AND REVIEW 2017-19

NAG	TITLE	REVIEWED	NEXT REVIEW DATE
1 Student Achievement	Assessment & Evaluation Curriculum Delivery Policy	22/03/2016 23/05/2016	Tm 3 2019 Tm 3 2019
2 Documentation & Review	Maori Achievement Reporting to Parents Review	23/05/2016 05/11/2014 23/08/ 2016	Tm 3 2019 Tm 4 2017 Tm 3 2019
3 Employer Responsibility	Appointments Complaints Performance Management Protected Disclosures	20/08/2014 26/03/2014 T2 2015 26/03/2014	Tm 3 2017 Tm 3 2017 Tm 2 2018 Tm 2 2017
4 Financial / Property	Financial Management Property Management Theft & Fraud Prevention	11/08/2016 26/03/2014 01/11/2016	Tm 4 2019 Tm 4 2017 Tm 4 2019
5 Health & Safety	Health & Safety	28/05/2014	Tm 2 2017
6 Administration	Enrolment Pastoral Care Uniform	T2 2015 T2 2015 26/03/2014	Tm 2 2018 Tm 2 2018 Tm 1 2017

Consultation:

What	Who	When
Maori Consultation	Whanau	Annually
Charter	School Community	2017
Health Programme	Parents	Annually
Reporting	Parents	2017 (on going)
Curriculum	Parents/ Staff	Annually
National Standards Achievement	Parents	Twice Yearly

STUDENT ACHIEVEMENT ANNUAL TARGETS: 2017

Buller Community of Learning Achievement Challenges:

1. **Mathematics:** That 84% of all Year 1 to 8 students are achieving At or Above their appropriate National Standard by 2018.
2. **Writing:** That 72% of all Year 1 to 8 Male students are achieving At or Above their appropriate National Standard by 2018.
3. **Reading:**
 1. That 83% of all Male students are achieving At or Above their appropriate National Standard by 2018.
 2. That 88% of Maori Female are achieving At or Above their appropriate National Standard by 2018.

St Canice's Students Achievement, compared to CoL Challenges

CoL Challenge	Targeted Students	At or Above Achievement Goal	St Canice's 2016 Achievement
1.Maths	All Students	84%	66.7%
2.Writing	Male Students	72%	54.7%
3.Reading	Male Students	83%	75.3%
	Maori Female Students	88%	100%

STUDENT ACHIEVEMENT ANNUAL TARGETS: 2017

Strategic Aim 1	All students are able to access <i>The New Zealand Curriculum</i> as evidenced by progress and achievement in relation to the National Standards. We will endeavour to raise the National Standard achievement results for the whole school.	Target groups: Year	Year 3,7 &8
Annual Target Writing	We will endeavour in increase the achievement of the whole school by targeting our Year 3,7,&8 male students, where we will aim to move 50% of children who were Below the National Standard in 2016 to At the National Standard in 2017. This is also in line with the Buller CoL Achievement Challenges	Target group: Ethnicity	All
Baseline Data	<ul style="list-style-type: none"> 4 of our Year 8 boys were below the Year 7 National Standard (2016) 4 of our Year 7 boys were below the Year 6 National Standard (2016) 8 of Year 3 boys were below the Year 2 National Standard. 	Target group: Gender	Male
What will the school do to meet the target?	When will it be done by?	Who is involved / responsible?	Resources allocated to meet the target?
School identify which students need priority support and target instruction to accelerate progress. Teachers informed of children names.	During first four weeks at school	Principal Classroom teacher	
Children's individual needs assessed. Focus groups set up in student's classes.	Term1 to Term 4	Teachers of Students Literacy Leader Principal	
Fortnightly monitoring meetings to discuss progress of target students.	On-going throughout the year	Literacy Leader	
Writing topics chosen to meet children's needs and cater for their interests.	On-going throughout the year	Classroom teacher	
Learning Conversations regarding teaching of writing within all classes	On-going throughout the year	All classes	
Alignment of writing practices.	Terms 1 & 2	DP Senior syndicate	
Review Moderation throughout the school	Term 3	Principal/ Management	
Collect writing samples from identified children and analyse using exemplar matrix and PacT	At the end of each Term	Classroom teacher	
Analyse and reflect on end of year data to establish progress and inform planning for the following year.	Term 4	Principal Senior Management	

Strategic Aim 2	All students are able to access <i>The New Zealand Curriculum</i> as evidenced by progress and achievement in relation to the National Standards. We will endeavour to raise the National Standard achievement results for the Whole school.	Target group: Year	Year 3,4,5 & 6 students
Annual Target Mathematics	We will endeavour in increase the achievement of the whole school by targeting our Year 3,4,5 & 6 students, where we will aim to move 50% of children who were Below the National Standard in 2016 to At the National Standard in 2017. This is also in line with the Buller CoL Achievement Challenges (All Year 3 children are in 1 class. Year 4 ,5,&6 are in two parallel classes.)	Target group: Ethnicity	All
Baseline Data	From our 2016 National Standard results for Mathematics we had the following results: <ul style="list-style-type: none"> • 10 of Year 3 students were below the Year 2 National Standard in 2016. • 3 of Year 4 students were below the Year 3 National Standard in 2016. • 4 of Year 5 students were below the Year 4 National Standard in 2016. • 6 of Year 6 students were below the Year 5 National Standard in 2016. 	Target group: Gender	All

What will the school do to meet the target?	When will it be done by?	Who is involved / responsible?	Resources allocated to meet the target?
School identify which students need priority support and target instruction to accelerate progress. Teachers informed of children names.	Term 1 to 3	Deputy Principal / Principal	
Class Teacher will analysis assessment data to plan areas of need and next steps.	Term 1	Class teacher	
Target classes will run an Alim type course with extra instruction for targeted students		Class Teacher Deputy Principal / Principal	
A focus group will be identified within every class from those children who in the “below” category from 2016 National Standards results	Term 1	Class Teacher Deputy Principal / Principal	
Review Assessment Tools used.	Term 1	Principal/ Management	
Review assessment criteria and OTJs	On Going	Principal/ Management	
Work with parents, families and whanau to develop effective home support for children’s learning.	On-going throughout the year	Class Teacher Principal	
Review of equipment and resources to support children’s learning.	Term On-Going	Staff	Funding from B.O.T.
Review moderation throughout the school	Term 3	Principal/ Management	
Analyse and reflect on National Standards data to establish progress and inform planning for the following year.	Term 4	Class Teacher Deputy Principal / Principal	

St Canice's Strategic Plan 2017 to 2019

Goal	What success will look like	2017			2018			2019		
Provide leadership to enable parents, teachers and children to grow in faith	Parents are informed and participate in their children's religious education.	<ul style="list-style-type: none"> 4 Sunday Parish Masses (1 Per term) Continue Weekly Class Masses Staff Complete P.D. through Catholic Office. Father Raymond to visit classes on a regular basis. Invite father Raymond to all School activities. 	<ul style="list-style-type: none"> 4 Sunday Parish Masses (1 Per term) Continue Weekly Class Masses Staff Complete P.D. through Catholic Office. Father Raymond to visit classes on a regular basis. Invite father Raymond to all School activities. 	<ul style="list-style-type: none"> 4 Sunday Parish Masses (1 Per term) Continue Weekly Class Masses Staff Complete P.D. through Catholic Office. Father Raymond to visit classes on a regular basis. Invite father Raymond to all School activities. 						
	Children effectively living their faith	<ul style="list-style-type: none"> Start a form of Young Vinnies, Combining with Eco Warriors for our community Prepare for religious events. Father Raymond to visit classes on a regular basis. Father Raymond invited to all school activities. 	<ul style="list-style-type: none"> Continue Young Vinnies, Combining with Eco Warriors for our community Prepare for religious events. Father Raymond to visit classes on a regular basis. Father Raymond invited to all school actives. 	<ul style="list-style-type: none"> Continue Young Vinnies, Combining with Eco Warriors for our community Prepare for religious events. Father Raymond to visit classes on a regular basis. Father Raymond invited to all school actives. 						
Demonstrate respect for ourselves others and the environment	Respect for ourselves – Self Management.	<ul style="list-style-type: none"> Continue with our Values Programme 	<ul style="list-style-type: none"> Continue with our Values Programme and Awards System 	<ul style="list-style-type: none"> Continue with our Values Programme and Awards System 						
	Knowing our strengths	<ul style="list-style-type: none"> Redistribute Staff Management Responsibilities. Regular meeting with Management. 	<ul style="list-style-type: none"> Develop leadership opportunities for Staff and students. Mentor leadership and celebrate success. Regular meeting with Management. 	<ul style="list-style-type: none"> Develop leadership opportunities for Staff and students. Mentor leadership and celebrate success. Regular meeting with Management. 						
	Positive interactions	<ul style="list-style-type: none"> Review our Behavioural procedures/systems in line PB4L. New Website with regular updates. School culture review 	<ul style="list-style-type: none"> Join PB4L Website regular updates. School culture review 	<ul style="list-style-type: none"> Review PB4L Website regular updates. School culture review 						
	Enhanced environment –visually attractive and exciting.	<ul style="list-style-type: none"> Start projects identified in Enviro Schools Vision Map. Continue developing our garden 	<ul style="list-style-type: none"> Continue projects identified in Enviro Schools Vision Map. Continue developing our garden Move Prefabs 	<ul style="list-style-type: none"> Review “Enviro Schools” and plan for to include in school inquiry based models. Continue projects identified in Enviro Schools Vision Map. Continue developing our garden Build Hall 						
	Increasing use of our local environment	<ul style="list-style-type: none"> Ensure all EOTC enhances class learning 	<ul style="list-style-type: none"> Ensure all EOTC enhances in class learning 	<ul style="list-style-type: none"> Ensure all EOTC enhances in class learning Review EOTC procedures and Aims 						
Develop a shared vision of success	Continuing Participation in parent/ teacher/student conferences	<ul style="list-style-type: none"> Create new web page. Increase the attendance of Student, Parent and Teacher Conferences, by communication and information. 	<ul style="list-style-type: none"> Report three times per year as a partnership with parents. 	<ul style="list-style-type: none"> Report three times per year as a partnership with parents. 						
	Parents having a clear understanding of current teaching practices and curriculum	<ul style="list-style-type: none"> Communicate in newsletters, website, on a regular basis, how our education system works: <ul style="list-style-type: none"> Reporting Class levels Curriculum levels Curriculum Expectations National Standards Modern Learning Practice 	<ul style="list-style-type: none"> Communicate in newsletters, on a regular basis, how our education system works: <ul style="list-style-type: none"> Reporting Class levels Curriculum levels Curriculum Expectations National Standards Modern teaching pedagogy. 	<ul style="list-style-type: none"> Communicate in newsletters, on a regular basis, how our education system works: <ul style="list-style-type: none"> Reporting Class levels Curriculum levels Curriculum Expectations National Standards Modern teaching pedagogy. 						

Develop best quality teaching and learning.	Providing PLD and appropriate resources.	<ul style="list-style-type: none"> • Appoint Within School Teacher for Buller COL • Apply for Ministry P.D. <ul style="list-style-type: none"> • Digital Literacy • MLP 	<ul style="list-style-type: none"> • Provide opportunities, through the Budget, for staff to attend PLD that will directly enhance our children education. • Provide PLD for whole staff on: <ul style="list-style-type: none"> • Needs Based • Designate Curriculum Leaders to monitor resources and organise PLD where appropriate. • Continue to contribute to the Westport Col. 	<ul style="list-style-type: none"> • Provide opportunities, through the Budget, for staff to attend PLD that will directly enhance our children education. • Provide PLD for whole staff on: <ul style="list-style-type: none"> • Needs Based • Designate Curriculum Leaders to monitor resources and organise PLD where appropriate. • Continue to contribute to the Westport Col.
	School wide and collaborative approach to inquiry learning	<ul style="list-style-type: none"> • Designate Inquiry Leader. • Develop Enviro Schools Inquiry to current practices. 	<ul style="list-style-type: none"> • Review currently used model. • Plan to incorporate “Enviro Schools” model. 	<ul style="list-style-type: none"> • Review currently used model. • Plan to incorporate “Enviro Schools” model.
	A relevant and updated curriculum.	<ul style="list-style-type: none"> • Implement and review Updated Curriculum. 	<ul style="list-style-type: none"> • Continue Curriculum Review Cycle. 	<ul style="list-style-type: none"> • Continue Curriculum Review Cycle.
	All students have access to ITC equipment and are used in a way that results in improved success.	<ul style="list-style-type: none"> • Develop Strategic Thinking Roadmap (P.D.) • Designate Staff member for Strategic Thinking Roadmap 	<ul style="list-style-type: none"> • Review hardware use and purchase accordingly. • Investigate ITC national developments. • Provide P.D. where appropriate 	<ul style="list-style-type: none"> • Review hardware use and purchase accordingly. • Investigate ITC national developments. • Provide P.D. where appropriate
	Improved National Standard Results: 85% of students achieving at or above their appropriate National Standard.	<ul style="list-style-type: none"> • Allow for regular Staff meetings for moderation and review of all curriculum areas. • All staff regularly monitor and report on student attainment and development. • Fully participate in Westport COL • Designate teacher responsible for Gifted and Talented which will be included in all planning. 	<ul style="list-style-type: none"> • Allow for regular Staff meetings for moderation and review of all curriculum areas. • All staff regularly monitor and report on student attainment and development. • Fully participate in Westport COL 	<ul style="list-style-type: none"> • Allow for regular Staff meetings for moderation and review of all curriculum areas. • All staff regularly monitor and report on student attainment and development. • Fully participate in Westport COL.

St Canice's Annual Plan 2017 to 2019

Goal	What success will look like	2017	
Provide leadership to enable parents, teachers and children to grow in faith	Parents are informed and participate in their children's religious education.	<ul style="list-style-type: none"> • 4 Sunday Parish Masses (1 Per term) • Continue Weekly Class Masses • Staff Complete P.D. through Catholic Office. • Father Raymond to visit classes on a regular basis. • Invite father Raymond to all School activities. 	
	Children effectively living their faith	<ul style="list-style-type: none"> • Start a form of Young Vinnies, Combining with Eco Warriors for our community • Prepare for religious events. • Father Raymond to visit classes on a regular basis. • Father Raymond invited to all school activities. 	
Demonstrate respect for ourselves and others and the environment	Respect for ourselves – Self Management.	<ul style="list-style-type: none"> • Continue with our Values Programme 	
	Knowing our strengths	<ul style="list-style-type: none"> • Redistribute Staff Management Responsibilities. • Regular meeting with Management. 	
	Positive interactions	<ul style="list-style-type: none"> • Review our Behavioural procedures/systems in line PB4L. • New Website with regular updates. • School culture review 	
	Enhanced environment –visually attractive and exciting.	<ul style="list-style-type: none"> • Start projects identified in Enviro Schools Vision Map. • Continue developing our garden 	
	Increasing use of our local environment	<ul style="list-style-type: none"> • Ensure all EOTC enhances class learning 	
Develop a shared vision of success	Continuing Participation in parent/ teacher/student conferences	<ul style="list-style-type: none"> • Create new web page. • Increase the attendance of Student, Parent and Teacher Conferences, by communication and information. 	
	Parents having a clear understanding of current teaching practices and curriculum	<ul style="list-style-type: none"> • Communicate in newsletters, website, on a regular basis, how our education system works: <ul style="list-style-type: none"> • Reporting • Class levels • Curriculum levels • Curriculum • Expectations • National Standards • Modern Learning Practice 	
Develop best quality teaching and learning.	Providing PLD and appropriate resources.	<ul style="list-style-type: none"> • Appoint Within School Teacher for Buller COL • Apply for Ministry P.D. <ul style="list-style-type: none"> • Digital Literacy • MLP 	

School wide and collaborative approach to inquiry learning		<ul style="list-style-type: none"> • Designate Inquiry Leader. • Develop Enviro Schools Inquiry to current practices. 	
A relevant and updated curriculum.		<ul style="list-style-type: none"> • Implement and review Updated Curriculum. 	
All students have access to ITC equipment and are used in a way that results in improved success.		<ul style="list-style-type: none"> • Develop Strategic Thinking Roadmap (P.D.) • Designate Staff member for Strategic Thinking Roadmap 	
Improved National Standard Results: 85% of students achieving at or above their appropriate National Standard.		<ul style="list-style-type: none"> • Allow for regular Staff meetings for moderation and review of all curriculum areas. • All staff regularly monitor and report on student attainment and development. • Fully participate in Westport COL • Designate teacher responsible for Gifted and Talented which will be included in all planning. 	

