

- 1.1 To review and implement teaching & learning programmes, Literacy, Key Competencies, Processes, Attitudes and Values.
- 1.2 Monitor student achievement against selected criteria, targeting learning & students through schoolwide assessment.
- 1.3 Develop schoolwide systems and procedures to identify students with special needs.
- 1.4 To implement new Curriculum initiatives and programmes schoolwide including special needs.
- 1.5 To consult with the Maori community and report on Maori achievement.

**NAG**  
**1**

Action Required	Responsibility	Target Date	Expected Outcome
<p>1.1.1 Continuous growth of the Summerland Whole School Teaching and Learning Ethos. Building on reflective/effective practice through EHSAS. Use of "walk-throughs" to reflect on practice and improve teaching.</p> <p>1.1.2 School focus in assessment accuracy in Mathematics. Use of iKans - Gloss testing for focussed and informed teaching.</p> <p>1.1.3 A continuation in focus of Professional Learning in Literacy with particular emphasis of writing goals.</p> <p>1.1.4 Introducing schoolwide Sport and its values as an important part of the whole child.</p> <p>1.1.5 NZC growth, implementation, understanding, collaboration and sharing/ownership.</p>	<p>1.1.1 Leadership Team, EHSAS Team /Pete</p> <p>1.1.2 Leadership Team, Numeracy Team/ Glenys / Lisa</p> <p>1.1.3 Leadership Team, Literacy Team/ Barb/ Natasha</p> <p>1.1.4 Leadership Team, Sports Team Suz/K&amp;S Rack</p> <p>1.1.5 Leadership Team</p>	<p>09</p> <p>09</p> <p>09</p> <p>09</p> <p>2009 - 2010 - 2011</p>	<p>All staff will be part of building a learning community. Sharing and discussing pedagogy in a non judgmental way. Using set criteria to initiate discussion and reflect on self practice. Recognizing and challenging pedagogy. Building effective practice through self analysis.</p> <p>Teachers will strive to meet numeracy and literacy goals as we continually upskill, building assessment knowledge and feedback skills as we go.</p> <p>The three sports areas for improvement -weekly sport, community links, and cluster sports, will build opportunities for all children to participate in the values, enjoyment, teamwork and physical challenges of sport.</p> <p>NZC Team will build, over time, a Summerland Curriculum taking small steps toward an "owned curriculum"</p>
<p>1.2.1 Track performance in Literacy and Numeracy with a variety of tools including, PAT, Asttle, Star, Benchmarks, Exemplars, Gloss, iKan</p> <p>1.2.2 Numeracy goals -refined and set based on 2008 and using NZ standardized testing.</p> <p>1.2.3 Writing goals using the national exemplars Y2 at risk chn to 1A. Y2 GnT chn to 2P. Y5 at risk chn to 3B. Y5 GnT chn to 4B</p> <p>1.2.4 Reading : The target group for Year 6 is Stanine 4. Y5 target group is Stanine 5, Y4 target is Stanine 3. All Maori and Pacifica students are targets. There is a schoolwide focus on Vocabulary in reading and writing.</p> <p>1.2.5 By the end of 2009 –90% of year 6 students will be operating at a 'Global Strategy Stage' of 6 (Advanced Additive) or above. 90% of year 4 students will be operating at a 'Global Strategy Stage' of 5 (Early Additive) or above.</p>	<p>1.2.1 Leadership Team, Literacy Team/ Barb/ Natasha</p> <p>1.2.2 Leadership Team, Numeracy Team/ Glenys / Lisa</p> <p>1.2.3 Leadership Team, Literacy Team/ Barb/ Natasha</p>	<p>09 Ongoing</p> <p>09 Ongoing</p> <p>09 Ongoing</p>	<p>Asttle, PATs, Numeracy Strategies, STAR Reading, will be the major focus for students and teachers. The outcome should see more accuracy in terms of data and inevitably in feedback to inform teaching and also reporting.</p> <p>Targets set for 09 in Numeracy and Literacy will be met or exceeded through dedicated teachers who are seeking improvement and given the resources and guidance to achieve the results</p>
<p>1.3.1 Maintain a system of identification and assistance for special needs and ESOL students</p> <p>1.3.2 Staff training on dealing with special needs with special reference to ESOL</p> <p>1.3.3 Implement a system of identification and assistance for special abilities, and conduct a quality programme for these children.</p>	<p>1.3.1 Barb / Jen C / Janet</p> <p>1.3.2 Megan / Barb</p> <p>1.3.3 Barb/Erin</p>	<p>09 Ongoing</p> <p>09Ongoing</p> <p>09</p>	<p>Assistance being given to ESOL and students with learning needs</p> <p>ESOL students successfully learning English</p> <p>Dynamic assistance programmes</p> <p>Special Needs register constantly updated</p> <p>Implement our identification of Gifted students through the future problem solving programme</p> <p>Action appropriate programmes for staff and students of special abilities</p>
<p>1.4.1 Research Teams in ICT, Sports, Literacy, NZC Implementation</p>	<p>Leadership Team</p>	<p>09 Ongoing</p>	<p>Sports ICT Literacy NZC EHSAS - five teams will research, implement, feedback and action goals relevant to the 2009 school strategic plan.</p>
<p>1.5.1 Principal to report to Summerland Maori Whanau on student achievement.</p>	<p>Luke</p>	<p>09 ongoing</p>	<p>Documentation on achievement to be presented to Maori parents, via written, face to face communication.</p>

Strategic Plan	2008	2009	2010
1.1 To review & implement teaching and learning programmes literacy, essential skills, processes, attitudes and values	EHSAS - Major Focus Numeracy (project) Major Focus ICT Integration - Major Focus Appraisal/Feedback - Major Focus Literacy (writing) NZ Curriculum (new)	EHSAS - Major Focus Effective / Reflective practice Sport - EOTC Literacy (written language) ICT Integration NZ Curriculum (new)	EHSAS - Major Focus The Arts - Major Focus ICT Integration NZ Curriculum (new)
1.2 Monitor student achievement against selected criteria through learning outcomes and developing school wide assessment procedures.	Writing asttle Numeracy Numpa Testing - Numeracy (Major Focus) Staff self reflections - Appraisal / Feedback - EHSAS	Staff self reflections - Appraisal / Feedback - EHSAS Writing asttle Numeracy Gloss and iKan Testing Reading asstle	Staff self reflections - Appraisal / Feedback - EHSAS Arts Assessment
1.3 Develop school wide systems and procedures to identify children with special needs	Special needs including ESOL Reading assistance GATE	Special needs including ESOL Reading assistance GATE	Special needs including ESOL Reading assistance GATE
1.4 To implement new Curriculum initiatives and programmes school wide including special needs	Numeracy Writing NZ Curriculum (new)	Sport -Hauora Health and PE	The Arts
1.5 To consult with the Maori community and reporting on Maori achievement.	Community Consultation	Community Consultation	Community Consultation

- 2.1 To develop and monitor annually the school's strategic and operational plans in all areas of school operations.
- 2.2 To establish with the BOT an on going programme of self review.
- 2.3 To report to parents on the achievement of individual students.
- 2.4 To report to the BOT on the achievement of students and of Maori students.
- 2.5 To undertake BOT training and development.

**NAG**  
**2**

Action Required	Responsibility	Target Date	Expected Outcome
2.1.1 Develop strategic plan and action plan in all areas of operations	Leadership Team	Ongoing 2009	Plan to provide framework for goals, budgets, professional development, student achievement. Board aware of and help set school wide trends
2.1.2 Report to BOT on Literacy / Numeracy / EHSAS / Sports / eLearning / NZC	Leadership Team Numeracy Team Literacy team eLearning Team EHSAS Team NZC Team	Ongoing throughout 2009	Board fully involved through reports
2.1.3 Monthly report to BOT		Monthly	BOT fully aware of how the school is tracking in terms of its Annual Plan on a monthly basis. This includes Academic, Financial, Property, H&Safety, Operations
2.2.1 Three year review cycle to support the strategic plan	Luke	Term 1	Review cycle working. BOT ensuring that the constant self review keeps the school flowing and growing.
2.2.2 BOT handbook	Luke	Term 1	Guidelines established for smooth running of school
2.3.1 Report twice a year	Snr Mgt./ Staff	Mid & End of year	Parents kept informed. Parents to talk to teachers. Communication on student achievement.
2.3.2 Homelink Folders, Parent Evenings, School Reports	Snr Staff/Blair	Ongoing	Parent Information Evening. Ongoing communication through the newsletter. Share school initiatives
2.4.1 Report to BOT on Maori achievement	Luke	Nov	Board informed of trends, patterns, goals success of Maori achievement.
2.5.1 New Board to receive training			n/a

Strategic Plan	2008	2009	2010
2.1 To develop and monitor annually the school's Strategic and operational plans in all areas of school operations	MOE Legislative Reporting Annual Review Charter Monthly Meetings BOT strategic Direction meeting Secondary Futures	MOE Legislative Reporting Annual Review Charter Monthly Meetings	MOE Legislative Reporting Annual Review Charter
2.2 To establish with the BOT an on going Programme of self review	Self Review Cycle Refine relevant policies and procedures BOT Training	Self review Cycle Refine relevant policies and procedures BOT Training	Self review Cycle Refine relevant policies and procedures BOT Training / Elections
2.3 To report to parents on the achievement of Individual students.	Reporting on National Norms Asttle Writing Numeracy Project	Reporting on National Norms Asttle Writing Numeracy Project	Reporting on National Norms Asttle Writing Numeracy Project
2.4 To report to the BOT on the achievement of Students and of Maori students	Annual cycle of report to Summerland Families and Whanau Tracking results across ethnicities	Annual cycle of report to Summerland Whanau Tracking results across ethnicities	Annual cycle of report to Summerland Whanau Tracking results across ethnicities
2.5 Provide Training for BOT	n/a	BOT Training	BOT Training / Elections

- 3.1 To develop and further refine procedural frameworks which promote high levels of staff performance.
- 3.1 To release staff to use teachers' strengths to enhance teaching and learning throughout the school.
- 3.1 To ensure a professional development plan which will equip staff to deliver quality teaching and learning.
- 3.2 To establish systems to ensure the BOT fulfills its role as a 'good employer'.

**NAG**  
**3**

Action Required	Responsibility	Target Date	Expected Outcome
3.1.1 Refine and implement effective / reflective practice system using EHSAS as the basis for this. 3.1.2 To include all ancillary staff in development, reflective and effective practice 3.1.3 Principal Performance agreement implemented and actioned. Use of KLP. 3.1.4 AP release  3.1.5 Release staff in syndicates 3.1.6 Research Teams established to build successful models of action learning. Goals of each specific team are being developed through research and consultation with each team writing their own strategic plans.  3.1.7 Mathematics. Use of iKans - Gloss testing for focussed and informed teaching.	Luke/Leadership Team Luke/Leadership Team Chairperson - Brett/ Outside Agency Luke  Blair Leadership Team Sarah/Luke  Numeracy Team Glenys / Lisa	Ongoing Ongoing Ongoing 09  Ongoing  09 ongoing	Quality learning for all staff, sharing, building our learning community. To reach our Vision as .... "Life Long Learners" Improved focus for ancillary staff and maximizing potential through good employer relationships. Principal to be a leader of current practice, communicator, and one who strives for reflective and effective practice. To take leadership roles alongside the Principal to continually build the summerland learning community  Reach specific targets through a model of action research. Giving staff ownership and implementation of the strategic goals. Areas for 09 - sports, elearning, literacy, NZC, EHSAS  Mathematics Professional Learning – whole staff workshops facilitated by lead teachers, based on specific needs e.g. New staff, not already Numeracy trained, will be supported in their implementation of Numeracy through the 'Pick Up' programme -Team Solutions, supported by lead teachers. Use of a 'Lead Teacher' cluster – Team Solutions. Lead teachers and other interested staff will have opportunities for further professional development e.g. Maths Symposium
3.2.1 BOT supports and funds the Prof. Dev. programme according to the Strategic Plan 3.2.2 BOT fulfills EEO requirements 3.2.3 BOT looks to implement "staff welfare" strategy.	Kay/Daniel/Luke  Brett / Luke Brett / Luke	Term 1 to 4  Term 1 to 4 Term 1 to 4	Prof. Dev. programmes will be organised and funded adequately ERO report on EEO fulfilled Staff welfare both mentally and physically is strong.

Strategic Plan	2008	2009	2010
3.1 To develop and further refine procedural Frameworks which promote high levels of staff performance	Professional Development to reflect schools Curriculum Goals BOT funding to release staff Principal Development Numeracy Writing	Implement appraisal process Using EHSAS research Individual PL Focus Sport Hauora Heath PE Principal Development Writing	Implement appraisal process Using EHSAS research Individual PL Focus The Arts - Dance Drama Music
3.1 To release staff to use teacher's strengths To enhance teacher and learning throughout the school.	Professional Development to reflect schools Curriculum Goals BOT funding to release staff AP release Syndicate release Principal development	Professional Development to reflect schools Curriculum Goals EHSAS BOT funding to release staff AP release Syndicate release ICT Release Principal Development EHSAS release for walk-throughs	Professional Development to reflect schools Curriculum Goals EHSAS BOT funding to release staff AP release Syndicate release ICT Release Principal Development
3.1 To ensure a professional development plan Which will equip staff to deliver quality teaching and learning.	Numeracy (project) Major Focus Literacy (writing) ICT Integration Thinking Skills	EHSAS - Major Focus Sport ICT Integration - Major Focus Literacy (writing) NZ Curriculum (new)	EHSAS - Major Focus ICT Integration NZ Curriculum (new) The Arts - Dance Drama Music
3.2 To establish systems to ensure the BOT fulfills Its role as a 'good employer'	EEO Employer Teacher Registration Self Review Cycle EEO Cycle Professional Learning	EEO Employer Teacher Registration Self Review Cycle EEO Cycle Professional Learning	EEO Employer Teacher Registration Self Review Cycle EEO Cycle Professional Learning

# SUMMERLAND PRIMARY

# ACTION PLAN 2009

**NAG**

**Finance**

4.1 To allocate funds to reflect and support the school's strategic and operational plans.  
Monitor and control expenditure and prepare Annual Accounts

**Property**

4.2 To implement and monitor an efficient programme of maintenance for school buildings, grounds and facilities.  
4.3 To provide a safe healthy learning environment.

Action Required	Responsibility	Target Date	Expected Outcome
4.1.1 Budget prepared and allocated for 2009. This should reflect the schools strategic and annual plan.	Finance Sub Comm.	Jan - Dec Ongoing	Spending is within budget Budget set and established for Board approval.
4.1.2 Maintain and report on budget regularly.	Luke/Daniel/Kay	Ongoing	Report monthly to BOT on progress of expenditure and predict and potential issues. Communicate any issues on a monthly basis .
4.1.3 Annual Fundraising plan established	BOT/Luke/Annette/Kay	Ongoing	Plan for fundraising will be developed, refined and completed successfully
4.2.1 carefully manage the rebuild of the entire school in conjunction with MOE, Prendos and Arrow.	Luke	Forever !	School rebuild
4.2.2 Building Project managed adequately though sub committee and Matthew Ensol	Luke /Brett	2009	An extension to the Library and Professional Learning Space completed at Summerland
4.2.3 Try to build a maintenance plan during 2009 for areas not effected by the school rebuild	Luke / Brett external agency	2009	A comprehensive plan that will be able to be followed to ensure maintenance is regular and timely
4.3.1 Health and Safety inspection cycle of the school and playground.	Luke/Prop. Sub /Caretaker	Term 1 ongoing	School meets the safety expectations of Staff, Parents, Community.
4.3.2 Building warrant of fitness is current	Caretaker/Luke	Term 1 to 4	School meets compliance

Strategic Plan	2008	2009	2010
FINANCE 4.1 To allocate funds to reflect and support the Schools strategic and operational plans.	Annual Budget School needs Annual Fundraising plan BOT funding to release staff	Annual Budget School needs Annual Fundraising plan BOT funding to release staff	Annual Budget School needs Annual Fundraising plan BOT funding to release staff
4.1 Monitor and control expenditure, prepare Accounts for Audit and MOE	Budget Annual Audit	Budget Annual Audit	Budget Annual Audit
PROPERTY 4.2 To implement and monitor an efficient Programme of maintenance for school buildings, grounds and facilities.	Exterior painting contract School wide maintenance New Block for 07/08 completion	School wide maintenance Professional Learning Center School field upgrade (rubber turf) Sports center proposal Library upgrade / extension	School wide maintenance  School hall / Arts center proposal School field upgrade (rubber turf)
To provide a safe healthy learning environment	Building Warrant of Fitness School building inspection cycle.	Building Warrant of Fitness School building inspection cycle.	Building Warrant of Fitness School building inspection cycle.

**SUMMERLAND PRIMARY**

**ACTION PLAN 2009**

- 5.1 To provide a safe physical & emotional environment for students.
- 5.2 To review and develop Health and Safety legislation policy and procedures.

**NAG  
5**

Action Required	Responsibility	Target Date	Expected Outcome
5.1.1 School wide honours badge system	Barb /Snr Team	2009 Ongoing	A system to celebrate success and provide incentive for success.  Reward excellence.
5.1.2 Behaviour management System Review	Barb Blair Luke Team Leaders	2009	System for all classes defined for continuity throughout school
5.2.1 Ensure that the school's Policy Development and Review Cycle reflects a safe physical and emotional environment.	Luke/BOT	2009 Ongoing	Continually promote and review policy for safety of our students.

Strategic Plan	2008	2009	2010
To provide a safe physical & emotional Environment for students.	Hazard ID / inspection Continuation school wide Honours badge	Hazard ID / inspection Continuation school wide Honours badge	Hazard ID / inspection Continuation school wide Honours badge
5.2 To review and develop Health & Safety Legislation policy and procedures	Programme of self Review to be underpinned by Summerland vision	Programme of self Review to be underpinned by Summerland vision	Programme of self Review to be underpinned by Summerland vision

**SUMMERLAND PRIMARY**

**ACTION PLAN 2009**

**OPERATIONAL GOALS (derived from strategic goals)**

**NAG  
6**

**6.1 To comply with all current legislation through the school's policy and procedures.**

**6.1 To monitor pupil attendance**

Action Required	Responsibility	Target Date	Expected Outcome
6.1.1 Establish a programme for implementation of Policies and Procedures to meet the Governments compliance expectations	Luke	Term 1	Self review cycle working
6.1.2 Liaison with Health Nurse and SENCO team.	Barb	Ongoing	"At risk" children identified and monitored
6.1.3 Work with truancy team if necessary	Barb		Truancy dealt with swiftly and with professional advise.

Strategic Plan	2008	2009	2010
6.1 To comply with all current legislation through the school's policy and procedures	BOT Handbook Review policies and procedures Self Review Staff Handbook	BOT Handbook Review policies and procedures Self Review Staff Handbook	BOT Handbook Review policies and procedures Self Review Staff Handbook
To monitor pupil attendance and follow up	Continuation of Roll systems and student notification procedure. Improving School Attendance Truancy Officers	Continuation of Roll systems and student notification procedure. Improving School Attendance Truancy Officers	Continuation of Roll systems and student notification procedure Improving School Attendance Truancy Officers
To monitor children "at risk" and follow up	Monthly Senco meetings Parent communication Special Needs Co-ordinator	Monthly Senco meetings Parent communication Special Needs Co-ordinator	Monthly Senco meetings Parent communication Special Needs Co-ordinator

OPERATIONAL GOALS (derived from strategic goals)

Community

1. To promote the school positively in the eyes of the parent and wider community.
2. To engage parents in their children's learning.
3. To bring an evolving community closer using the school as our centre.
- 4.

Action Required	Responsibility	Target Date	Expected Outcome
1. Relationships with Leader/West Weekly/Reporters/Media	Luke/Sarah/ Barb	On going	Positive promotion of the school to wider community
2. Develop website to the highest communication standard	Luke	2009 ongoing	Positive promotion of the school to parents
3. Parent information evening	Snr Team	Term 1 Term 2 or 3	Greater parent involvement in student learning New Entrant Teacher evenings to welcome and explain 5 year olds at school.
4. PTA - FOS friends of Summerland Fundraising, Social, Communication. In class support	BOT Annette	Term 1	Chance for parents and community to contribute to the school socially and financially.
5. Sports Focus	Sports Team / Luke /Suz, S & K Rack	1	To build the opportunities offered and to open the children to coaching, challenges, rules, sportsmanship and more. To build a community partnership with local sports and their sporting bodies and make this relationship sustainable.
6. Cultural celebration	Whole staff / community	Term 4	To celebrate the cultures of the school and build participation from the huge variety of ethnicities. Involvement of whanau, families, teachers, students.
7. School gala	Whole staff / community	Term 4	The social event of the year for families also a chance to fundraise, more importantly a fun time for families to support, enjoy our school together.

Strategic Plan	2008	2009	2010
To promote the school positively in the eyes of the parents and wider community.	Relations with Leader/West Weekly/ Reporters/Media  School website as the center of communication for children and parents	Building a global audience for children families and learners through web 2.0 communication. @summerland twitter and RSS feeds  Communication of Sport through the Sports Focus for 2009 and beyond  School website as the center of communication for children and parents Relations with Leader/West Weekly/ Reporters / Media	Yearly assessment needs to be established as the Community changes and grows.
To encourage greater parental involvement and participation in schools activities.	Parent information Evenings  PTA – FOS continued growth	Parent information Evenings  PTA – FOS continued growth	Yearly assessment needs to be established as the Community changes and grows.