

# Principal's Report - St Mary's School

## November 2020

School Roll: (March Roll return data)

	March 2021	March 2020	March 2019	March 2018
Boys		18	13	
Girls		19	14	
Total		37	27	20

**Current Roll breakdown: 38**

Funding Year Level	Male	Female	Total
0			
1	2	2	4
2	3	5	8
3	3	4	7
4	4	4	8
5	4	4	8
6	0	2	2
7			

**Future enrolments:**

Term 2 2021	2
Term 3 2021	1
Term 4 2021	
Term 1 2022	

**School Leavers**

2021	2
2022	8
2023	8
2024	7

Enrolment packs sent to prospective families: 1

### Catholic Character

(i) Defines Catholic Character (ii) Prescribes Religious Instruction and observances (iii) Specifies the land/buildings to be maintained (iv) Sets our special requirements and appointment for certain key positions (v) Determines max roll/Non-preference students (vi) Details works the proprietor must plan and pay for, for min standards (vii) Provides for charging of attendance dues (viii) Insurance of buildings and chattels (ix) Appointment of chaplain and other voluntary help givers (x) Sets out rights of proprietors access to the school (xi) Other matters between minister and proprietor

- Children have celebrated Shrove Tuesday and Ash Wednesday
- Children are learning about prayer

### NAG 1 Curriculum Delivery and Student Assessment

#### Children's Activities:

- Children attended Shrove Tuesday Mass
- Year 5/6 bike school

#### Student Achievement:

- 2021 Target Students Report.

## **NAG 2 Planning, Reviewing and Reporting**

### **Governance and Management:**

- Charter, Strategic Plan, Annual Plan and Analysis of Variation completed

### **Self-Review of policies, plans and programmes:**

To be reviewed by Board and Staff:

- Finance and Property Management

To be reviewed by Board and Staff and parents:

- Home Learning

## **NAG 3 - Personnel and Employment**

### **Professional Development:**

- Meetings attended by principal since last meeting – Learning Support Co-ordinator (LSC) x 1, OSCPPA x 1, RTLB x 1
- Belinda has complete her study with He Papa Tikanga

### **Staffing Term 1 – 2021 Ministry Funded for 2.59**

- Currently using 3.04 – Board funding 0.45
- Belinda 1.0, Corinne 1.0, Christine 0.56, Michael 0.48 – Using 3.04 Board funding 0.45

#### **NAG 4 – Property and Finance**

##### **Property.**

- Diocese Property Manager has been advised of fencing project.
- Updated quote requested from Rapley Fencing

##### **Finance**

- Attached.

#### **NAG 5 – Safety of Students and Employees**

- Daily safety checks completed.
- Police vetting remains current – we are currently renewing 1 vet.

#### **NAG 6 – Student Enrolment and Attendance**

- Edge attendance data entry up to date.
- MoE notified weekly as requested of attendance

## Progression on Strategic Goals:

<b>Special Character</b>			
<b>Strategic Goal - Strengthen partnership with Parish by developing collaborative relationship to include parental &amp; Parish involvement in Sacramental programme</b>			
<b>Action Required</b>	<b>Responsibility</b>	<b>Timeframe</b>	<b>Completed</b>
Review presence of school within the parish.	All Teachers	Term 1 and 4	
Meet with parishioners to seek advice for future development.	Principal	Term 1 and 4	
School to continue to offer a 'children's liturgy' activity board at mass.	Principal/Administrator	Ongoing	
School to add notices to church bulletin where necessary.	Principal/Administrator	Ongoing	
Maintain school, family masses, school/parish reconciliation services, liturgies, assemblies.	All Teachers	Every Friday and 1 school led mass each Term.	
Organise social events during the year where the school and parish communities meet and interact.	All Teachers	Ongoing	
<b>Relevant Notes and Further Developments for Special Character Goals.</b>			

**Special Character****Strategic Goal - 2020 - Develop and align schools mission statement, vision and values.**

<b>Action Required</b>	<b>Responsibility</b>	<b>Timeframe</b>	<b>Completed</b>
Increase the visibility of the mission statement, vision and values in classrooms and in church.	Principal/Administrator	Ongoing	
Develop a learning plan for children. (carried forward from 2020)	Principal	Term 1	
Review learning plan for teachers for school values programme	Principal	Term 4	

**Special Character****Strategic Goal - Implement the Religious Education Bridging Document. (REBD)**

<b>Action Required</b>	<b>Responsibility</b>	<b>Timeframe</b>	<b>Completed</b>
REBD will be fully implemented and evident in planning and classroom practice.	All teachers	Ongoing evaluation	
Teachers will share their knowledge at twilight meetings.	All teachers	Term 3	
Invite Religious Education Advisor to observe and give advice. Implement any suggestions. (Bought forward from 2020)	Principal	Term 2	

**Relevant Notes and Further Developments**

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### NAG 1 Curriculum Delivery and Assessment

**Strategic Goal** - We will provide classroom programmes that not only reflect a commitment to high quality teaching and learning but utilise our community and local resources. **2020 - Develop a learning plan to provide tikanga and te reo to be experienced in the classroom.**

Action Required	Responsibility	Timeframe	Completed
Full implementation of the New Zealand Curriculum	All Teachers	Ongoing	
Review Curriculum Delivery Plan	All Teachers	Term 4	
Annual Charter review	Principal/Teachers	Term 4/1	
Review learners' strength in the Key Competencies	All Teachers	Term 2 and 4	
Strengthen any connections made with those who support our programme. Look for other ways to utilise this and further community support.	Principal	Ongoing	
Develop an outline plan and begin resourcing (Kete Ako and Te Reo Maori)	All Teachers	Ongoing	
Use developed plan for teaching	All Teachers	Ongoing	
Look for opportunities to use school whanau in learning.	Principal	Term 4	
Review Kete Ako and Te Reo Maori programme.	Principal/Teachers	Term 4	

#### Relevant Notes and Further Developments

Tim Lucas (Kavanagh Maori Dean) will be visiting the school fortnightly to teach the children te reo, tikanga and kapahaka. Teacher will also develop their knowledge and capability alongside.

**NAG 1 Curriculum Delivery and Assessment****Strategic Goal - Staff will implement the Ministry of Education Progress and Consistency Tool (PaCT) as part of reporting to parents.**

<b>Action Required</b>	<b>Responsibility</b>	<b>Timeframe</b>	<b>Completed</b>
Plan for teacher only day for Maths unpacking (Carried forward from 2020)	All Teachers	Term 1	
Attend any professional development opportunities with Kahui Ako	All Teachers	As arises.	
Review effectiveness and teacher understanding of PaCT through Maths (2020 goal)	Principal	Term 2	
Moderate data across CoL	All Teachers	T.B.C.	
Review use of tool and make necessary changes	Teachers/Principal	Term 4	
<b>Relevant Notes and Further Developments</b>			

## NAG 1 Curriculum Delivery and Assessment

**Strategic Goal -** Develop a Digital Technology curriculum plan.

Action Required	Responsibility	Timeframe	Completed
Use end of 2020 review to make changes to the Digital Technologies Programme.	Principal	Term 1	
Continue to support teacher learning through Kahui Ako opportunities.	Principal/Kahui Ako	Term 1 - 4	
Review the Digital Technologies programme.	Principal/Teachers	Term 4	
Relevant Notes and Further Developments			

### **Recommendation:**

Move that the board accept the Principal's report.

Corinne Guthrie

Principal