



NAG 2: Reporting and Review Procedures

Strategic Planning

- A strategic plan will be developed every three years setting priorities for
 - improving students learning and achievement
 - staff professional learning and development
 - providing a safe teaching and learning environment for all
 - finance and property
 - current legislation
- The strategic plan will reflect Te Kauwhata Primary School's local curriculum and school Principles
- The Charter and 'Vision and Values' statements will be reviewed at this time with all stakeholders (BOT, staff, students and community) being invited to be part of this process

School Self Review

- Policies and procedures will be reviewed annually (throughout the year)
- Analysed assessment data will be presented twice yearly by the Principal to the Board. This data will show the following:
 - School-wide progress and achievement
 - Māori student progress and achievement
 - Pasifika student progress and achievement
 - Areas of strength
 - Areas for concern
 - Implications for future teaching and learning
 - Focus for future budget considerations (Annual Plan)
 - Focus for future professional learning considerations (Annual Plan)
- The Board will review performance twice yearly (July and December) and set priorities for the future to ensure it operates effectively in line with school priorities.

School Community Consultation

- The Board will consult annually with the community in line with school priorities and when necessary for planned policy review.
- School policies are available for the community through the school office, school newsletters and school website.
- The community will be consulted every two years about the school's health curriculum.
- The Board will consult, at least annually, with the Māori community and support Whānau support meetings.
- The community will be consulted when reviewing strategic planning, charter, vision and values.

Reporting on Student Progress

Reporting will be in line with NAG 2

Reporting to parents:

- For students at the end of 1 and 2 years at school
 - Reporting will be within the term of the child's anniversary at school with parents/caregivers receiving two written reports per year (interim progress report and end of the year) at school.

- For students in Years 3-6
 - Reporting will be in line with NAG 2 requirements – an interim progress report at the end of term 2 and End of Year progress and achievement report near the end of term 4

- A 'Meet the TKP Staff whaanau evening' will be held in Term 1 , Student-led conferences in Term 2 and Parent Interviews in Term 3.

Reporting to the Community:

- The Principal will report to the community by the end of term 1 each year with school-wide assessment data for the previous year and the achievement targets and school priorities for the current year.
- Ongoing assessment data will be made available during the year following collection and analysis of data at strategic times.



Approved by Board

Chairperson – signed for Board of Trustees

Date - 28.07.22

Revised: _____

Chairperson – signed for Board of Trustees

Date -